

BENEWAH COMMUNITY HOSPITAL
GOVERNING BOARD MEETING
Thursday, January 23, 2025, 7:30 a.m.
Francie Walters Board Room, Benewah Community Hospital, St. Maries, Idaho

MINUTES

Attendees:	Tom Ebert	Suzy Epler	Dan Hammes
	Carol Humphrey	Gary Green	Mike LaPlante
Staff:	Burt Keltner, <i>CEO</i>	Lori Minier, <i>CFO</i>	Becca Plante, <i>Board Secretary</i>
	Carleen Walker, <i>DNS</i>		Sunnie Jaynes, <i>Compliance/Risk</i>
Other:	Bob Short, <i>County Commissioner</i>		

1. Call to Order –Chairman LaPlante opened the meeting 8:42 a.m.

LaPlante requested a motion to amend the agenda, adding action item 6.2.3. Seek Bids for General Surgery Tower. Reason not on agenda previously: current, imminent need brought by OR Manager. A **motion** made by Humphrey, seconded by Green, to amend the agenda, adding action item 6.2.3. The motion passed.

2. Regular Session

3. Positive Update/Celebrate Wins – LaPlante stated that he has had such a positive, personal experience in Physical Therapy. Also, the floors are looking great! (A floor EVS staff member has been hired and is working on floors).

4. Approve Minutes – A **motion** made by Hammes, seconded by Ebert, to approve the meeting minutes from December 19, 2024. The motion passed. *Plante exited at 8:45 a.m.*

5. Open Forum/Visitors

5.1. Quarterly PI/Compliance/Safety Update – Sunnie Jaynes, Compliance/Risk Manager

5.1.1. Full BCH Policy List (*attached*) *Plante entered at 8:51 a.m.*

Jaynes went over the discussions that occurred at the Compliance/Quality meeting. Jaynes reported that we have had some complaints regarding price transparency for the ER, but we don't have a way to give accurate ER pricing. We expect CMS to come back as a follow-up from the EMTALA survey. Jaynes added that the ER Physicians and Nursing staff have done great and want to continue to improve. We have been hearing very positive things about the ER. For Medical Staff Performance Improvement, we are looking at the onboarding process. Continue to work on hospital wide PI project, which focuses on job duties, competencies, and standard operating procedures for each position. Jaynes reported that ED Director Dr. Burns has really stepped up and is doing a lot of chart reviews (100% of transfers, 100% females under 50 with abdominal pain or vaginal bleeding, strokes, pregnancy, heart attacks, etc.). Discussion regarding chart reviews and revamping the peer review process. Jaynes answered questions from Board members. *Jaynes exited at 9:00 a.m.*

6. Board Committee Reports

6.1. Performance Improvement Committee – Update given by Jaynes above. Green and Humphrey both expressed how impressed they are with manager involvement in the PI meetings.

- 6.2. Finance Committee** – The finance report was given in the Finance Committee meeting.
- 6.2.1. **December Financials** – A **motion** made by Hammes, seconded by Green, to approve the December financials. The motion passed.
- 6.2.2. **2025 IHA Dues**– Lengthy discussion regarding current cash situation and benefits of IHA. A **motion** made by Green, second by Humphrey, to approve the 2025 IHA Dues. The motion passed (1- opposed).
- 6.2.3. **Seek Bids for General Surgery Tower** – The Board is directing/authorizing administration to solicit bids for the general surgery tower as soon as possible. If a special meeting is needed to review, this should be scheduled. A **motion** made by Hammes, seconded by Humphrey to authorize administration to solicit bids for the general surgery tower, then present bids to the Board for approval. Roll call vote, all ayes. The motion passed.

- 6.3. Board Nominations and Bylaws/Policy Committee** – The BNPB Committee met in January.
- 6.3.1. **Bylaws Annual Review/Revision, 1st read** – Green stated that a section for leave of absence has been added as well as term limits for board members. The Board discussed these proposed changes. Discussion regarding Board policies versus operational policies. Discussion regarding minor rewording of changes. Plante will make requested changes. Bylaws revision to be presented for approval next month.

- 6.4. Medical Staff Committee** – Epler stated that at the Medical Staff meeting in January, Keltner addressed a couple of items with ER Providers that came in as complaints. The Clinic’s Vaccines for Children program was also discussed.

7. Medical Staff

- 7.1. Initial Appointments** – Plante stated that the Medical Staff approved and are recommending the following providers for initial appointment.
- 7.1.1. **Hannah Bancroft, CRNA** – A **motion** made by Hammes, seconded by Epler, to approve the initial appointment of PRN CRNA, Hannah Bancroft. The motion passed.
- 7.1.2. **Parker Quimby, MD** – A **motion** made by Ebert, seconded by Humphrey, to approve the initial appointment Teleradiologist Dr. Parker Quimby. The motion passed.
- 7.2. Reappointments** – Plante stated that the Medical Staff approved and is recommending the following providers for reappointment.
- 7.2.1. **Devin Caywood, MD** – A **motion** made by Green, seconded by Humphrey, to approve the reappointment of Teleradiologist, Dr. Devin Caywood. The motion passed.
- 7.2.2. **Philip Dougherty MD**– A **motion** made by Green, seconded by Humphrey, to approve the reappointment of Teleradiologist Dr. Philip Dougherty. The motion passed.
- 7.2.3. **Albert Martinez, MD** – A **motion** made by Green, seconded by Humphrey, to approve the reappointment of Teleradiologist Dr. Albert Martinez. The motion passed.
- 7.2.4. **Brian McNamee, MD** – A **motion** made by Green, seconded by Humphrey, to approve the reappointment of Teleradiologist Dr. Brian McNamee. The motion passed.

8. Contracts

- 8.1. American Consultants Placement Co.** – Minier presented the American Consultants Placement Co. contract for open positions/direct hires: Contingency, no cost unless candidate placed, placement fee: 20% of annual compensation. A **motion** made by Hammes, seconded by Humphrey, to approve the American Consultants Placement Co. Agreement. The motion passed.

- 8.2. **Tim Ochoa, DO Employment Agreement** – A **motion** made by Epler, second by Ebert, to approve the ER Employment Agreement for Dr. Tim Ochoa. The motion passed.
 - 8.3. **G. Bryce Glenn, CRNA Amendment** – Plante stated that this amendment extends the PRN CRNA contract for Bryce Glenn as this contract does not have an auto-renew. A **motion** made by Humphrey, seconded by Green, to approve the contract amendment for PRN CRNA G. Bryce Glenn. The motion passed.
 - 8.4. **Mark Harrell, CRNA Amendment** – Plante stated that this amendment extends the PRN CRNA contract for Mark Harrell as this contract does not have an auto-renew. A **motion** made by Humphrey, seconded by Green, to approve the contract amendment for PRN CRNA Mark Harrell. The motion passed.
 - 8.5. **Hannah Bancroft, CRNA PRN Contract** –CRNA Hannah Bancroft would be a back-up CRNA if our current CRNA requests time off/is out of office. A **motion** made by Green, seconded by Epler, to approve the contract for PRN CRNA Hannah Bancroft. The motion passed.
- Humphrey exited at 9:27 a.m.*

9. **Administrative Reports/Questions** – The Board and Administration had discussions regarding the following items: AquaSizer, Director of Nursing position, Walker going to Infection Prevention and Quality, Housing for new staff, Nursing students, Linda Clark Work of Heart Scholarship, transfers, improvements in the ER.

10. Follow-Up Items

- 10.1. **Physician Recruitment** –Plante reported that we are still recruiting ER Physicians. Dr. Salerno has declined at this time. We will be interviewing a new candidate, Dr. Toscano.
- 10.2. **DIVCO Proposed Change Order Update** – Keltner stated that the change order was for \$12,000. DIVCO hasn’t supplied us with a good reason for this. We were supposed to have the chiller in July; discussion followed. DIVCO technicians are great to work with.

11. Communications

- 11.1. **CEO Community Letter** – Kelter emailed out to the Board members.
- 11.2. **BetterCARE Update** – No current update.

12. Executive Session

 At 10:06 a.m., a **motion** made by Hammes, second by Epler, to adjourn into executive session per Idaho Code 74-206(1)(b) Personnel and Idaho Code 74-206(1)(j) Provider Contract & Other Contract Matters. Roll Call Vote: All ayes. The motion passed.
Present at this time: Ebert, Epler, Green, Hammes, LaPlante, Keltner, Minier, Walker, Plante, and Short.

Minier and Walker exited at 10:06 a.m. Keltner and Plante exited at 10:12 a.m.
Keltner entered at 10:25 a.m.

Meeting adjourned at 11:04 a.m.

Respectfully submitted,

Approved by:

 Rebecca Plante, Secretary

 Michael LaPlante, Board Chairman