

BENEWAH COMMUNITY HOSPITAL
GOVERNING BOARD MEETING
Thursday, February 27, 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, *CEO* Lori Minier, *CFO* Becca Plante, *Board Secretary*
Carleen Walker, *DNS*

Other: Mark Reynolds, *County Commissioner*
Kirt Fredericks, *RBC Wealth Management*

1. **Call to Order** –Chairman LaPlante opened the meeting 7:48 a.m.
2. **Regular Session**
3. **Positive Update/Celebrate Wins** – Mark Reynolds is the new Board Liaison from the County; the Board welcomed Reynolds. Keltner reported that we have two ER Physicians who will be starting this summer. Our new DNS should start end of March, and Walker will transition to Quality/IP.
4. **Approve Minutes** – A **motion** made by Humphrey, seconded by Green, to approve the meeting minutes from January 23, 2025, February 10, 2025, and February 14, 2025. The motion passed.
5. **Open Forum/Visitors**
6. **Board Committee Reports**
 - 6.1. **Performance Improvement Committee** – Humphrey stated that the PI Committee will meet in April.
 - 6.2. **Finance Committee** – The finance report was given in the Finance Committee meeting.
 - 6.2.1. **January Financials** – A **motion** made by Hammes, seconded by Green, to approve the January financials. The motion passed.
 - 6.2.2. **Eide Bailly 2024 Audit and Cost Report Engagement Letter**– Minier presented the Eide Bailly 2024 Audit engagement letter, listing responsibilities, fees, etc. A **motion** made by Hammes, second by Humphrey, to approve LaPlante signing the Eide Bailly 2024 Audit and Cost Report Engagement Letter. The motion passed.
 - 6.3. **Board Nominations and Bylaws/Policy Committee** – The BNPB Committee met in January.
 - 6.3.1. **Bylaws Annual Review/Revision** – A **motion** made by Green, seconded by Humphrey, to approve the Bylaws Annual Review and Revision as presented. The motion passed.
 - 6.3.2. **Board Resignation, Sheryl Carter, effective 02/15/2025.** Sheryl Carter has resigned from the board due to current health issues. She would like to be reconsidered to serve on the board in the future.
 - 6.3.3. **Board Appointment Letter to Benewah County Commissioners** – Discussion regarding potential candidates and letter to the Commissioners. A **motion** made by Epler,

seconded by Humphrey, to approve the letter to the commissioners, submitting three qualified, interested candidates for the current, vacant board seat as discussed. The motion passed.

6.4. Medical Staff Committee – Epler stated that Sunnie Jaynes gave a report on the EMTALA Survey at the February medical staff meeting. We were re-surveyed, and all improvement plans were accepted. Child vaccines in the clinic are also going well.

7. Medical Staff

7.1. Reappointments – Plante stated that the Medical Staff approved and is recommending the following providers for reappointment.

7.1.1. **Patrick Marvil, MD** – A **motion** made by Humphrey, seconded by Ebert, to approve the reappointment of Dr. Patrick Marvil. The motion passed.

7.1.2. **Keith McKlentin MD** – A **motion** made by Green, seconded by Hammes, to approve the reappointment of Teleradiologist Dr. Keith McKlentin. The motion passed.

7.1.3. **John Schirmer, CRNA** – A **motion** made by Humphrey, seconded by Ebert, to approve the reappointment of CRNA John Schirmer. The motion passed.

8. Contracts

8.1. ATS Software Upgrade – Minier stated that the ATS Software Upgrade is for the HVAC system; discussion followed. A **motion** made by Ebert, seconded by Humphrey, to approve the ATS Software Upgrade. The motion passed.

8.2. Coralyn Furr, FNP – A **motion** made by Green, second by Hammes, to approve contract amendment for Cora Furr, FNP. The motion passed.

8.3. Life Med, Inc – Keltner explained the Life Med, Inc agreement. This agreement provides AI for claim recovery, 90-day free charge, 1-year agreement. After 90-day trial, cost of product will be 5% of total revenue collected. This agreement also includes review/recovery of past claims. Life Med will retain 20% of an additional monies received from past claims. A **motion** made by Humphrey, seconded by Green, to approve the Life Med, Inc contract. The motion passed.

8.4. Oracle (FKA Cerner Community Works) Bi-Directional Immunization Registry Query Software – Keltner explained that this is for a bidirectional immunization registry that is needed to attest interoperability. Annual cost: \$16,826. Keltner stated that we are trying to find a way to do this ourselves; Kristi Masterson is looking into possible reports. Item tabled.

9. Administrative Reports/Questions – The Board and Administration had discussions regarding the following items: patient transfers; new Pharmacist and future projects; Dietary Management succession plan and staffing; self-funded insurance; Revenue increase in Café; New Radiology Manager, Claudia Schoenick, and Radiology staffing (have travelers for Ultrasound and Rad. Tech. right now); Outpatient Infusion; Administrative Assistant position; Clinic numbers in Board Report to include no-shows; ER volumes and physicians; Elks Rehab grant for aquatic therapy submitted.

10. Follow-Up Items

10.1. Physician Recruitment – Plante reported that Dr. Toscano (*presented through recruiter*) has accepted a full-time ER position with a goal of starting in July. We will have recruitment fees for hiring Dr. Toscano. ER Physician Dr. Campbell (*applied to BCH directly*) wants to come on PRN with the potential of signing on full-time eventually. Both providers are working on Idaho licensure.

11. Communications

11.1. CEO Community Letter – Kelter emailed his community letter to Board members.

11.2. BetterCARE Update – The Laura Moore Cunningham Foundation Grant is ready to be submitted (Plante and Keltner completed this grant). Epler stated that the next BetterCARE fundraiser will be the Easter Bakesale. Epler challenged all Board members to bring a bag of candy for the easter eggs. BetterCARE purchased a Glidescope for the ER and homeless kits for clinic patients. Epler added that BetterCARE has new officers. Epler is now Treasurer and Robin Pratt is the new Chairman.

Miner and Walker exited at 8:41 a.m.

12. Executive Session

At 8:41 a.m., a **motion** made by Humphrey, 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, Humphrey, LaPlante, Keltner, Plante, and Reynolds. Plante exited at 8:50 a.m.

The Board came out at Executive Session at 9:20 a.m.

Reynolds exited at 9:24 a.m.

Plante and Fredericks entered at 9:24 a.m.

13. Kirt Fredericks, 457 Retirement Plan Update – Fredericks gave a market update and answered questions from board members.

Meeting adjourned at 9:42 a.m.

Respectfully submitted,

Approved by:

Rebecca Plante, Secretary

Michael LaPlante, Board Chairman