

BENEWAH COMMUNITY HOSPITAL  
Thursday, May 29, 2025, 7:30 a.m.  
Francie Walters Board Room, Benewah Community Hospital, St. Maries, Idaho

MINUTES

Attendees:	Gary Coats	Tom Ebert	Suzy Epler
	Dan Hammes	Carol Humphrey	Mike LaPlante
	Gary Green		
Staff:	Burt Keltner, <i>CEO</i>	Lori Minier, <i>CFO</i>	Becca Plante, <i>Board Secretary</i>
	Amy Edwards, <i>DNS</i>	Shenelle Pugh, <i>RN</i>	Breezy Frazier, <i>Scrub Tech</i>
	Sunnie Jaynes, <i>Risk</i>	Ross Skinner, <i>IT Consultant</i>	

1. **Call to Order** –Chairman LaPlante opened the meeting 7:55 a.m.
2. **Regular Session**
3. **Positive Update/Celebrate Wins** –Medicaid reimbursement received on May 21, 2025.
4. **Approve Minutes** – A **motion** made by Green, seconded by Hammes, to approve the meeting minutes from April 24, 2025, and May 16, 2025. The motion passed.
5. **Open Forum/Visitors** – Pugh and Frazier attended the meeting with the surgical laparoscopic tower. The Surgical Services dept. is requesting this piece of equipment, as well as the Endoscopy tower, be replaced; discussion followed. *Humphrey exited at 7:56 a.m. Humphrey entered at 7:58.* Dr. Sterling prefers the Olympus tower for Endoscopy and the Arthrex Laparoscopic Tower is preferred by both surgeons. Arthrex Laparoscopic Tower: \$187,000, 84-month payment plan, lease with \$1 buy-out. Kelter added that if we purchase this machine, we will receive 20-25% discount on all shoulder joints. If we do one shoulder a month, this discount will pay for the machine’s monthly lease. We are looking at changing vendors for Hips and Knees. The Endoscopy machine is approx. \$286,000. Monthly lease payment for both towers: \$3,500/month for Endoscopy, \$2,400/month for Laparoscopic. Kelter will request Arthrex give us six months before we start lease payments. The Arthrex tower should be supported until 2038. *Pugh and Frazier exited at 8:13 a.m.* Reynolds stated that he believes that Keltner coming to Commissioner’s meetings and communicating has been good and has changed some people’s perceptions; the communication is appreciated.
6. **Board Committee Reports**
  - 6.1. **Performance Improvement Committee** – PI/Safety packets were emailed to the Board. Jaynes stated that Carleen Walker has taken over PI and is also helping in Quality, which has relieved Jaynes to focus more on regulatory reporting and Quality items. Discussion regarding EMTALA survey. Jaynes added that she has been hearing a lot of positives about our ED providers, and she truly thinks things are improving.
  - 6.2. **Finance Committee** – The finance report was given in the Finance Committee meeting.
    - 6.2.1. **April Financials** – A **motion** made by Coats, seconded by Humphrey, to approve the April financials. The motion passed.
    - 6.2.2. **2024 Medicare Cost Report** – Minier stated that the 2024 Medicare Cost Report must be filed by May 31, 2025. Minier added that we should know what our receivable is expected to

be tomorrow. A **motion** made by Ebert, second by Green, to approve having the CEO sign the 2024 Medicare Cost Report. The motion passed.

6.2.3. **2025 IHA Dues** – IHA went to bat for us to get our Medicaid dollars. Administration is requesting the Board approve the 2025 IHA dues. A **motion** made by Epler, seconded by Humphrey, to approve the 2025 IHA dues (will pay monthly); 6-ayes, 1 no. The motion passed.

6.3. **Board Nominations and Bylaws/Policy Committee** – Green stated that the committee sat with candidates and asked questions. The committee is recommending Kris Brock and Doug McKelvey be considered to fill vacant board positions, as well as reappointing Suzy Epler. Discussion regarding candidates. Discussion regarding a community advisory board.

6.3.1. **Board Appointment Letter to Benewah County Commissioners** – A **motion** made by Green, seconded by Hammes, to approve the appointment recommendation letter to the Benewah County Commissioners. Roll call vote: all ayes. Epler abstained from voting. The motion passed.

6.4. **Medical Staff Committee** – Epler stated that a grant was received for \$15,000 for an ultrasound machine for the ER. Total cost: \$19,000.

## 7. Medical Staff

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

7.1.1. **Denise Love, NP** – A **motion** made by Green, seconded by Ebert, to approve the reappointment Pain Management Provider Denise Love, NP. The motion passed.

7.1.2. **Scott Magnuson, MD** – A **motion** made by Humphrey, seconded by Hammes, to approve the reappointment Pain Management Provider Dr. Scott Magnuson. The motion passed.

7.1.3. **Clinton Thome, MD** – A **motion** made by Ebert, seconded by Green, to approve the reappointment Pain Management Provider Clinton Thome, MD. The motion passed.

## 8. Contracts

8.1. **John Schirmer, CRNA Amendment** – A **motion** made by Ebert, seconded by Green, to approve the contract amendment for John Schirmer, CRNA. The motion passed.

8.2. **Laparoscopic Tower for General and Orthopedic Surgery** – Discussion regarding sending a request to BetterCARE, asking them to contribute to the purchase of the tower. Keltner will write a letter to BetterCARE. A **motion** made by Hammes, seconded by Humphrey, to approve the lease for the Laparoscopic Tower for General and Orthopedic surgery. The motion passed. The Board asked Kelter to do his best to negotiate the best deal, while making the best patient care decision.

9. **Administrative Reports/Questions** – The Board and Administration had discussions regarding the following items: Inpatient revenue projections; Family quiet room on the 2<sup>nd</sup> floor; Radiology travel agency providing temporary staffing; Communications with the County; Kelter giving a \$250,000 check to the county that should fund the remainder of the March 2026 bond interest payment; Finances sent to DeeDee Bramblett in response to County Attorney Mariah Dunham's request. Reynolds expressed the hard work he sees the board putting out. Keltner reported that we are behind on payments to Cerner and R1, and these will need to be addressed (not making full payments). Discussion regarding the Medicare cost report. The Commissioners would like to know the number anticipated

from Medicare and would then like to have a discussion again at that point. The Board requested a “hold back” report of what checks are being held. Discussion regarding considering a lower tax amount for operations or capital improvements, not to pay the bond payment. *Skinner entered at 9:27 a.m.* Swing Bed volumes are up. Keltner stated that we are working to get our Chemo. hood re-certified. Discussion followed regarding Idaho Board of Pharmacy hood rules. Edwards stated that we are staying on top of communication with Beacon Cancer Care as well. Discussion regarding upcoming public forum and organizing a meet and greet for newer providers.

## 10. Follow-Up Items

**10.1. Physician Recruitment** – No current update.

## 11. Communications

**11.1. BetterCARE Update** – Epler stated that BetterCARE will meet next week.

## 12. Executive Session

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At 9:41 a.m., a **motion** made by Green, second by Coats, 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: Coats, Ebert, Epler, Green, Hammes, Humphrey, LaPlante, Keltner, Plante, Minier Edwards, Jaynes, and Reynolds.*

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*Plante, Minier, Jaynes, and Edwards exited at 9:41 a.m.*

Meeting adjourned at 10:30 a.m.

Approved by:

Respectfully submitted,

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Rebecca Plante, Secretary

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Michael LaPlante, Board Chairman