

BENEWAH COMMUNITY HOSPITAL
Tuesday, November 25, 2025, 7:00 a.m.
Francie Walters Board Room, Benewah Community Hospital, St. Maries, Idaho

MINUTES

Attendees:	Kris Brock Dan Hammes	Tom Ebert Mike LaPlante	Suzy Epler Doug McKelvey
Staff:	Burt Keltner, <i>CEO</i> Amy Edwards, <i>DNS</i>	Lori Minier, <i>CFO</i> Julia Kaminski, <i>Admin. Assistant</i>	Becca Plante, <i>Board Secretary</i>
Other:	Mark Reynolds, County Commissioner <i>Community Member:</i> Jen Izzarelli		

1. **Call to Order** – Chairman Epler opened the meeting 7:01 a.m.
2. **Regular Session**
3. **Positive Update/Celebrate Wins** – Epler stated that the Q2 ERC dollars were received. Keltner shared a kudos email from a community member regarding an ER experience.
4. **Approve Minutes** – A **motion** made by LaPlante, seconded by Ebert, to approve the meeting minutes from October 23, 2025. The motion passed.

5. Board Committee Reports

5.1. Finance Committee

5.1.1. **October Financial Presentation, Lori Minier** – Minier reported that we are now working toward funding the 2027 September bond payment (fund is currently satisfied through the February 2027 payment). Keltner added that we received a thank you from the County Treasurer. Minier reported that the Interim Noridian Cost Report was filed 11/11/2025 and the CRNA exemption was filed 11/20/2025. Brock and Minier are working on a policy for the Banner Bank signature cards. We are working with Oracle (Cerner) on weekly payment arrangements as well as to R1 (outsourced billing company); discussion followed. Discussion regarding a contracted Biller that has been hired to fill the vacant coding position we previously had. Minier went over the financial scorecard. Admissions were down in October, but Surgical Services were up. Total clinic visits in October were down, but they are up year-to-date. AR days increased to 52 days in October. Lengthy discussion regarding billing and monitoring performance.

Minier went over the balance sheet. Operating cash was down in October. We had a 40% decline in cash for the month due to the bond payment. Plant, Property and Equipment increased \$240,000, which includes the Bone Density Scanner and the Arthrex Tower. Construction in process includes the AquaFit; this will move to a depreciable asset in November. Minier reported that Accounts Payable has decreased. We were previously using Stryker implants for orthopedics, but we switched to Johnson and Johnson (much lower cost). Long term capital leases now includes the financing of the Bone Density Scanner and the Arthrex Laparoscopic Tower. Minier added that several long-terms debts will be paid off in 2026 (CT construction, Spacelabs Telemetry, Chemistry Analyzer in Lab and the Noridian

ERS). Minier went over the Income Statement. Revenue is up \$5.5 million YTD. Next month, other operating revenue will have a \$100,000 increase as we received more interest than expected from the ERC dollars. All other operating expenses are all up in 2025 compared to 2024. The loss in 2025 is a lot better than 2024. Discussion regarding being ahead on the bond fund. Discussion regarding the OBBB. Keltner has a call with the state, including Bryan Whitlock with IHA, regarding funds for infrastructure, trying to cover our bond payment for five years. Senator Hart may be on this as well; Keltner has left messages with his office. We have just over \$1 million in our savings account now after receiving the ERC dollars.

The check register is being emailed out to two board members for review to answer any questions in the moment. This process is working well. The Board asked about the following checks on the check register: #60817 Mastercard (*BCH credit card, some CME funds for Physicians, Refrigerator from Dietary largest items, etc.*), #60814 American Proficiency Institute (*Lab efficiencies*); #60883 Versabadge (*software program used in the ED, for time studies and also a panic system*). Multiple checks were written to Versabadge in October due to their invoices getting blocked through our email filter. #61075 Two Rivers Realty (*new-staff member rental, some costs covered instead of sign-on bonus*). McKelvey expressed his appreciation for breaking out of Radiology services. Payor Advisors costs \$5,000/month. Minier stated that all three of the housing units are being used as well as the hospital sleep rooms.

5.1.2. October Financials – A **motion** made by Hammes, seconded by McKelvey, to approve the October financials. The motion passed.

5.2. Performance Improvement Committee – The PI Committee will meet again in January.

5.3. Board Nominations and Bylaws/Policy Committee

5.3.1. Public Records Request Procedure – Brock created a policy/procedure for Public Records Requests, following Idaho Law. Discussion regarding keeping a log of requests. Requests are to be sent to the Board Secretary. Discussion regarding creating a public records request email. A **motion** made by Brock, seconded by LaPlante, to approve Public Records Request procedure. The motion passed.

5.4. Medical Staff Committee – Brock and Epler both attended the Medical Staff Committee meeting. Epler expressed her gratitude for the Medical Staff stepping up and donating towards the Gala. Brock added that it is great to see the teamwork at these meetings.

6. Open Forum/Visitors

6.1. Public Comment – No questions currently.

7. Medical Staff

7.1. Reappointments - Plante stated that the Medical Staff approved and is recommending the following teleradiology provider for reappointment:

7.1.1. Jason Rodulfa, MD – A **motion** made by Hammes, seconded by Brock, to approve the reappointment of Dr. Rodulfa. The motion passed.

7.2. Privilege Modification

7.2.1. **John Schirmer, CRNA, NSPM-C** – A **motion** made by LaPlante, seconded by Ebert, to approve the privilege modification, adding Arthrogram with Contrast, CT and MRI for John Schirmer. The motion passed. Discussion regarding reimbursement.

7.2.2. **Jordan Day, PA-C** – A **motion** made by Hammes, seconded by Ebert, to approve the privilege modification, adding Nexplanon placement and removal, for Family Medicine Provider Jordan Day, PA-C. The motion passed.

7.2.3. **Kara Seigley, FNP** – A **motion** made by Hammes, seconded by Ebert, to approve the privilege modification, adding Nexplanon placement and removal, for Family Medicine Provider Kara Seigley, FNP. The motion passed.

8. Contracts

8.1. **Kara Seigley, FNP** – Kara Seigley FNP has been at BCH now for two years, and her patients love her. A **motion** made by Hammes, seconded by McKlevey, to approve the new, three-year contract for Kara Seigley, FNP. The motion passed.

8.2. **Self-Funded Medical Insurance Renewal** – Minier stated that we have a 14% increase with Regence for our self-funded medical insurance renewal, due to hitting the stop loss with a few claims. They originally came to us in August with a 34% increase, and we got it down to 14%, or approx. \$28,000. Minier explained the stop loss. Discussion regarding the Board being more involved in this process moving forward, and whether this is necessary or not. A **motion** made by LaPlante, seconded by Hammes, to approve the self-funded medical insurance renewal. The motion passed.

8.3. **KH Virtual Speech Therapy – or – Virtual Speech Therapy, LLC** – Keltner stated that Kootenai was eager to give us a quote when he approached them, but they have to go through an approval process. Keltner anticipates that the option with KH will be less than Virtual Speech Therapy. Item tabled at this time.

9. **Administrative Reports/Questions** – The Board and Administration had discussions regarding the following items: Pharmacy Hood update (*non-chemo mixing station showed up yesterday*); Meeting with NWSH regarding the potential buy-out of Syringa Health and Wellness; Dr. Yakel, Orthopedic Spine Surgeon (*came onsite last week, knows Dr. Blaty*); Trying to get an ENT to come here as a visiting provider; Nurse wound care training. Discussion regarding referrals. Minier can generate a report to see where referrals are coming from. Discussion regarding H1B Visa employees, Flint Staffing for Nursing, and Tablo Dialysis (*20 people currently going North*). Discussion regarding Quick Care volumes.

10. **Follow-Up Items** – Marketing/PR: any thoughts after last meeting? Providing more educational items was suggested. The community is really enjoying the videos.

11. Communications

11.1. **BetterCARE Update** – Epler stated that the BetterCARE Gala will be December 5th. Epler encouraged everyone to buy a ticket and come to the Gala. Kaminski will try to get tickets around to departments today.

12. Executive Session

At 8:40 a.m., a **motion** made by Ebert, seconded by LaPlante, 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: Brock, Ebert, Epler, Hammes, LaPlante, McKelvey, Keltner, Edwards, Minier, Plante, Kaminski, Izzarelli.

Izzarelli, Edwards, Minier, Plante, Kaminski exited at 8:40 a.m.

The Board came out of Executive Session at 9:14 a.m.

13. Adjourn – A **motion** made by Brock, seconded by McKelvey, to adjourn the November General Board Meeting. The motion passed.

Meeting adjourned at 9:15 a.m.

Approved by:

Respectfully submitted,

Rebecca Plante, Secretary

Suzy Epler, Board Chairman