

BENEWAH COMMUNITY HOSPITAL
Thursday, April 23, 2026, 7:00 a.m.
Francie Walters Board Room, Benewah Community Hospital, St. Maries, Idaho

MINUTES

Attendees: Kris Brock Tom Ebert Suzy Epler
Dan Hammes Mike LaPlante Doug McKelvey
Wendy Stansbury

Staff: Burt Keltner, *CEO* Lori Minier, *CFO* Becca Plante, *Board Secretary*
Amy Edwards, *DNS* Dr. Sterling

Other: Mark Reynolds, County Commissioner
Community Members: Jen Izzarelli, Mike Moore, Casey Whelan, Amy Boe,
Machelle Peterson, Jasmine Rooke, Rachael Johnson

1. **Call to Order** –Chairman Epler opened the meeting 7:01 a.m.
2. **Regular Session**
3. **Positive Update/Celebrate Wins** – Dr. Sterling reported that the Surgical Services department went to Marimn Health yesterday to share information on new service line, iovera, adding that we are the only facility in North Idaho offering this service; discussion followed. Sterling added that staff morale is a little lower than usual due to external forces/negativity in community. Our hospital family is great and truly appreciates one another. Employee Council is always doing small things to help staff feel appreciated. Epler congratulated Edwards on her one-year anniversary as DNS.
4. **Approve Minutes**
 - 4.1. **March 26, 2026** – A **motion** made by LaPlante, seconded by McKelvey, to approve the meeting minutes from March 26, 2026. The motion passed.
 - 4.2. **October 23, 2025 Revision** – A **motion** made by LaPlante, seconded by McKelvey, to approve the meeting minute revision from October 23, 2025. The motion passed.
5. **Board Committee Reports**
 - 5.1. **Finance Committee**
 - 5.1.1. **March Financial Presentation, Lori Minier** – Minier went over the financial scorecard. Outpatient services are doing well. Total patient days are higher than last year due to swing bed. Overall, RHC numbers are down, but quick care makes up for this. Specialty Clinic patient volumes are up. Salaries and wages are up about 8% (*3 payroll cycles in January*). Minier reported that she is working with the auditors on accruals.

Minier went over the balance sheet, highlighting the improvement of cash flow. March closed with a loss of \$79,000. Interim Medicare Cost Report settlement: \$624,000. The March check to the county for the bond was issued but is currently on hold (*potentially released today*). Minier added that we have had a good deposit week and the Medicare delays have been fixed. Wound Care is making a great impact; Sterling expanded on this, explaining our process, what kind of patients we see, as well as reimbursement. Minier went over the balance sheet. For long-term capital leases and notes, Noridian will be paid off next month (\$48,000/month).

The Spacelabs telemetry system's initial lease has been paid in full; this is now month to month. Minier went over the Income Statement compared to budget. Revenue is on target as projected with budget. Net revenue is slightly down due to contractual allowances (should improve toward the end of the year with payor contract negotiations).

Minier and Kelter have been meeting with Materials Management regarding purchasing contracts, looking at possible savings; discussion followed. Discussion regarding ensuring we are looking at claims when contracts are changed to make sure payors are paying us what they say they will. Discussion regarding Streamline dashboard that will be implemented this summer. Keltner gave an update on current negotiations with Blue Cross: all up 9%, some up to 25%. Kelter added that he is hoping this will average out to a 12-13% overall increase. We are also in the middle of a CPT code review to ensure we are charging what we should be. *Johnson entered at 7:32 a.m.*

Revenue in March was \$842,000 higher than February (*outpatient and ED increase utilization*). YTD Contractuals: 41% (2025: 44%). Minier stated that the Multiview software upgrade resulted in some checks being printed inappropriately and these have all been voided (reflected in the check register). Questions on checks to Kootenai Imaging (Radiologist Interpretations). Discussion regarding increase in AR and allowance estimates. Discussion regarding Inland RCM and R1 (go live with Inland RCM in July).

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

5.2. Performance Improvement Committee – The PI Committee met April 14, 2026

5.2.1. **04.14.2026 PI Meeting Discussion** – LaPlante and McKelvey attended these meetings (meeting minutes and highlights included in packets). *Rooke exited at 7:43 a.m.* LaPlante stated that the amount of time and effort that staff puts into projects is impressive, great teamwork is patient centered. McKelvey added that he is excited about the PI projects.

5.2.2. **04.14.2026 Compliance/Quality/Privacy/Safety Meeting Discussion** – Discussion regarding being aware of complaints and grievances (to learn from these) as well as importance of keeping up on policy revisions. *Rooke entered at 7:52 a.m.*

5.2.3. **PI Projects & Quality Data** - A **motion** made by LaPlante, seconded by Brock, to approve the PI Committee minutes, as well as the Compliance/Privacy/Safety Committee Meeting minutes and all projects, in acknowledgement and support. The motion passed

5.3. Board Nominations and Bylaws/Policy Committee – McKelvey thanked Plante for posting the open board positions. The positions will be open until the first of May and everyone who submits a letter of interest will get an interview.

5.4. Medical Staff Committee – Brock stated that the April Medical Staff meeting went well. BCH is working with the county jail to provide medical services, and an ED Physician stepped up to help with this; discussion followed. A Psychiatrist is interested in being on staff; interviewing this afternoon.

6. Open Forum/Visitors

6.1. Public Comment – Izarelli recommended expanding the board trustees search, allowing qualified candidates to apply from outside of Benewah County.

7. Medical Staff

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

7.1.1. **Brad Capawana, DPM** – A **motion** made by Hammes, seconded by LaPlante, to approve the reappointment of Podiatrist Dr. Brad Capawana. The motion passed. Roll Call Vote, all ayes.

7.1.2. **Kara Phelps, MD** – A **motion** made by Hammes, seconded by Ebert, to approve the reappointment of Pathologist Dr. Kara Phelps. The motion passed. Roll Call Vote, all ayes. *Moore exited at 8:09 a.m.*

7.1.3. **W. Scott Spence, MD** – A **motion** made by Hammes, seconded by Ebert, to approve the reappointment of Family Medicine Physician Dr. Scott Spence. Roll Call Vote, all ayes. The motion passed.

7.2. Modification of Privileges

7.2.1. **Aaron Notestine, MD** – Cardiologist Dr. Notestine is adding privileges to come onsite as he will be our new visiting Cardiologist. A **motion** made by LaPlante, seconded by Hammes, to approve the modifications of privileges for Cardiologist Dr. Aaron Notestine. The motion passed.

8. Contracts – No contracts currently.

9. Administrative Reports/Questions – The Board and Administration had discussions regarding the following items: revenue broken down by department; *Moore entered at 8:14 a.m.* Board participation in Hospital Week; Outreach to students and community; Annual evaluation completion percentage. *Sterling exited at 8:20 a.m.* Dr. Brown accepted a position in Bonners Ferry. Discussion regarding Clinic and Quick Care staffing. Keltner stated that some employees asked him to address some questions coming from the community by posting statements on social media, adding that staff are feeling a lot of anxiety from the negative comments online. The Board asked Keltner to please express to staff that the Board is so supportive of them. Discussion regarding strategic planning and involving managers.

10. Follow-Up Items

10.1. Online Bill Pay – Minier stated that she and Keltner met with vendor RevSpring. This vendor would replace our current merchant center for onsite payments, and would expand services, adding online bill pay, payment plan requests, and can also change our patient statements to make them easier to read. This would end up being a savings and will be a really nice service. Set-up is \$10,000. *Petterson and Rooke exited at 8:25 a.m.* Increased patient payments are projected; discussion followed. More information and formal action to be requested next month.

10.2. Strategic Planning – Epler stated that she is reaching out to a Facilitator who had offered to facilitate strategic planning for us in the past at no cost.

11. Communications

11.1. BetterCARE Update – Epler stated that the BetterCARE Bakesale made about \$3,700 and explained what all BetterCARE (a 501c3) does to raise money for the hospital. BetterCARE brings in approx. \$75,000 annually and can assist in grant opportunities. Epler added that this group of volunteers has been beaten up on Facebook, and this is not appreciated. Please don't criticize

people who are volunteering to help. It was noted that the BCH Board is also a Volunteer Board with people who love the community and should not be criticized.

12. Executive Session

At 8:40 a.m., a **motion** made by Stansbury, seconded by Brock, 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, Stansbury, Keltner, Edwards, Minier, Plante, Reynolds, Izzarelli, Moore, Whelan, Boe, Johnson.

Edwards, Minier, Izarelli, Moore, Whelan, Boe, Johnson exited at 8:40 a.m.

Plante exited at 9:00a.m.

Keltner exited at 9:16 a.m.

The Board came out of Executive Session at 9:28 a.m.

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

Meeting adjourned at 9:28 a.m.

Respectfully submitted,

Approved by:

Rebecca Plante, Secretary

Suzy Epler, Board Chairman