GOVERNING BOARD MEETING, BENEWAH COMMUNITY HOSPITAL
Thursday, September 24, 2026, 7:00 a.m.
Francie Walters Board Room, Benewah Community Hospital, St. Maries, Idaho

MINUTES

Attendees:	Kris Brock	Andy Doman	Suzy Epler
	Doug McKelvey	Jessica Sprute	Wendy Stansbury
Staff:	Burt Keltner, *CEO*	Lori Minier, *CFO*	Becca Plante, *Board Secretary*
	Amy Edwards*, DNS*	Dr. Abrahams	Aaron Vizcarra, *CRNA*
Other:	Jordan Peters, *Admin. Intern*		
	Community Members: Jen Izzarelli, Amy Boe		

1. **Call to Order** – Chairman McKelvey opened the meeting at 7:00 a.m.

2. **Regular Session**

3. **Positive Update/Celebrate Wins** – Plante reported that the new Clinic Doctors are doing great. We also received a small donation for the Hospice Room.

4. **Approve Minutes** – A **motion** made by Stansbury, seconded by Doman, to approve the meeting minutes from August 27, 2026, and September 8, 2026. The motion passed.

5. **Board Committee Reports**

5.1. **Finance Committee** – Sprute is the new Finance Committee Chairman. Sprute reported that the finance committee met on Tuesday. We have been unable to make the Bond Payment to the county (missed April – August 2026). The Sept. 2027 payment is mostly funded; the shortfall for the remaining dollars needed for the Sept. 2027 payment was requested from the county in a resolution and was approved. *Edwards exited at 7:06 a.m.*

- **August Financials** – Minier reported that at the Finance Committee meeting, the committee reviewed financial statistics closely by department. ER volumes are up, but we get the least percentage of reimbursement from payors for this service. Minier reported that our payor mix in August changed with 61% of patients being Medicare/Medicaid (usually closer to 50%). Radiology staffing: we had one resignation and one employee who will be out on medical leave for three months. This will result in contract labor, but we are also trying to be strategic. *Edwards entered at 7:08 a.m.* Discussion regarding Tele-MRI services through Northwest Staffing *(if Tech on call is not MRI certified*). Minier reported that looking at average daily net revenue, we are currently losing approx. $10,000/day cash flow. Discussion regarding expense cuts. Cash on hand was at .22 days at the end of August. Wound Care has been very busy, and Chemo. starts Oct. 1st. Gross AR decreased between July and August. Billing services have transitioned from R1 to Inland (better workflows; will be positive). Minier went over the financial scorecard. Minier reported that YTD, revenue looks great, $1 million greater than last year, also over budget by $300,000. Contractual write-offs are up. Payor contract updates should be seen soon. Medicare interim rate is usually settled in the month of September. Expenses are $586,000 more than last year. Keltner added that although Gross Revenue is up over $1 million in the last year, contractual adjustments by payors increased by approx. $1.9 million. *Peters entered at 7:18 a.m.* If payor contracts for ER services were closer to 50%,

BCH would break even just due to this department. Write-offs are at 44%, years ago they were 27%; discussion followed. This is a national struggle. Updated contract with BCI was effective July 1, 2026, and Aetna was Aug. 1, 2026. Keltner added that we will extract this data to make sure contract changes are being honored.

- A **motion** made by Stansbury, seconded by Epler. to approve the August Financials. The motion passed.

5.2. **Performance Improvement Committee**

- ***Future Board PI Project Discussion*** – Brock stated that a Board PI project has not yet been determined, but Brock did meet with Dr. Sterling; discussion followed. Plante mentioned Board orientation/onboarding process may be a good project as we have new Board members. Discussion regarding symposium put on by KH and being great board education. *(Save the date: Feb 12-13, 2027).*

5.3. **Board Nominations and Bylaws/Policy Committee–** Epler stated that the committee will be meeting following Tom Ebert's resignation. They will also begin reviewing the Bylaws. CEO phone interviews will be scheduled soon.

5.4. **Medical Staff Committee** – Brock stated that at the September Medical Staff meeting, they talked a lot about blood cultures, as well as RHTP grant application.

6. Open Forum/Visitors

6.1. ***Public Comment*** – Public comment period took place. Items mentioned: Bond agreement between the county and the hospital, new Family Medicine Physician moved into town, thankfulness for Veterans Outreach and BCH.

7. Medical Staff

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

- **Marcus Harrell, CRNA** – A **motion** made by Brock, seconded by Sprute, to approve the reappointment of PRN CRNA Marcus Harrell. The motion passed.
- **Twyla Masterson, FNP** – A **motion** made by Epler, seconded by Brock, to approve the re-appointment of PRN FNP Twyla Masterson. The motion passed

8. Contracts

8.1. **Boiler Repair –** Repair cost: $10,500. A **motion** made by Stansbury, seconded by Epler, to approve the Boiler Repair. The motion passed.

8.2. **Platelet-Rich Plasma (PRP) Injection Discussion –** Vizcarra attended the meeting to discuss possible new cash pay service of PRP as we continue to discuss ideas on how to increase revenue. PRP is extremely popular in the sports industry. Vizcarra explained how PRP works. Overall cost would be training of current CRNA to certify. (approx. $2,800). Discussion followed. Discussion regarding Pain Management. Vizcarra will bring this idea to the Medical Staff. Item tabled.

9. Administrative Reports

9.1. ***Chief Executive Officer*** – Keltner gave updates on the following:

- Personnel need due to resignations (replacements).

- Gratitude to Board Members who went to the employee picnic – Board wants to support.
- Employee donations.
- Census data and trends.
- InReach Dx – Waiting on quote from Cerner on interface.
- RevSpring on a delay with Cerner (quote and data files).
- RHTP application was submitted.
- NW Hospital Alliance RHTP application to get everyone on EPIC *(KH would be host if gets approved)* - this would be a 5-year goal.
- Block Grant request to Commissioners.

McKelvey expressed the Board's appreciation for the hard work Keltner has put into BCH to make things move forward.

9.2. Director of Nursing Services – Edwards gave updates on the following:

- Scholarship Programs – Linda Clark Work of Heart Scholarship (send staff to Nursing School), Grow your Own (Employee Funded). Goal to revamp these programs this fall. Need a Board Member or two on Committee. McKelvey volunteered. One RN student is in preceptorship and will graduation in December. The next one to graduate in May.
- Oct. 1, 2026 – Chemotherapy launch day. Staff are ready. BetterCARE donation to get hospital grade lift chairs for chemo patients. Bartels' group has been great.
- New wound care nurse is phenomenal. Grant money to send staff to get certified.
- SIM mannequin, Mega Code, start doing some mock codes.
- Presented mock event to statewide injury prevention group this Tuesday, went very well.
- Full-time RN completed orientation yesterday.
- LCSC student applied.
- Hosting a Women's Health Event Oct. 17th with lots of vendors.
- Weekend Reception/Nursing/ER.

9.3. Clinic Manager/ Medical Staff Coordination – Plante gave updates on the following:

- Still looking for a CMA/LPN for Clinic.
- SMFM has had an increase in new patients in September.
- Dr. Abrahams will offer DOT Physicals starting in October, so we will now have two providers who offer these appointments *(Kara Seigley, FNP does as well).*
- Clinic Table at Women's Health Event.
- Flu shots will be available in the clinic soon (regular, high-dose, and pediatric).
- Marketing focus: Chemo, Wound Care, and Surgery.

Abrhams entered at 8:59 a.m.

Plante introduced Dr. Michael Abrahams. The Board welcomed Dr. Abrahams.

9.4. **Grant Manager**

- Kelter went over Kelly's grant report.
- BetterCARE sent letter to Grant Writer about grants through BetterCARE and involvement/communication.

10. Follow-Up Items – None currently.

11. Communications

11.1. **BetterCARE Update** – Epler stated that BetterCARE gave $5,200 to BCH for new chemo. chairs as well as $500 for the women's health event. The BetterCARE Gala will be Dec. 4th. *Abrahams exited at 9:11a.m.* Epler added that BetterCARE needs new board members as well as people who want to help with events.

12. Executive Session

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At 9:17 a.m., a **motion** made by Brock, seconded by Doman, to adjourn into executive session per Idaho Code 74-206(1)(b) Personnel. Roll Call Vote: All ayes. The motion passed.
Present at this time: Brock, Doman, Epler, McKelvey, Sprute, Stansbury, Keltner, Minier, Edwards, Plante, Vizcarra, Peters, Boe, and Izzarelli.

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Minier, Edwards, Plante, Vizcarra, Peters, Boe, and Izzarelli exited at 9 :17a.m.

The Board came out of Executive Session at 10:07 a.m.

13. Adjourn – A **motion** made by Epler, seconded by Doman, to adjourn the September General Board Meeting. The motion passed.

Meeting adjourned at 10:07 a.m.

Respectfully submitted,

Approved by:

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Rebecca Plante, Secretary

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Doug McKelvey, Board Chairman