GOVERNING BOARD MEETING, BENEWAH COMMUNITY HOSPITAL
Thursday, October 22, 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. Cooper Wester	Dr. Allyson Sterling
	Shenelle Pugh, *RN*	Lisa Reise, *LPN*	Sean Mesias, *IT*
	Meloni Reep, *CNA*	Julia Kaminski, *Clinic/Marketing*	
Other:	Mark Reynolds, County Commissioner		
	Community Members: Jennifer Izarelli		

1. **Call to Order** – Chairman McKelvey opened the meeting at 6:58 a.m.

2. **Regular Session**

3. **Positive Update/Celebrate Wins** – Positive, patient letter for Wound Care Dept. Women's Health Event went great. *Sterling entered at 7:01 a.m.*

4. **Approve Minutes** – A **motion** made by Stansbury, seconded by Doman, to approve the meeting minutes from September 24, 2026, and October 14, 2026. The motion passed.

5. **Board Committee Reports**

   5.1. **Finance Committee** – The Finance Committee did not meet on Tuesday. Minier presented the September 2026 financials. 2023 and 2024 statistics were added to the financial scorecard. Minier reported that although observations are lower this year, we have more inpatient stays. Expenses are trending in the right direction. Discussion regarding increase in AR. Minier reported that we lost a full-time Coder at the end of August, so DNFB is also up. Inland RCM has been doing well. Overtime is being tracked by department. We will have contract labor upcoming in Radiology due to a staff member out on medical leave. We had a negative cash balance at the end of September. The September 2026 bond payment was paid to the bond holders *(restricted, held by county).* The Feb. 2027 bond payment is already funded, and the Sept. 2027 payment will be funded due to the shortfall being funded by the county *(resolution approved).* Administration will have a better update of when we can start making payments toward the bond fund within the next 30 days; discussion followed. The increase in plant, property, and equipment of $16,500 includes the boiler repair and panic buttons. AP is over $2 million. Minier added that in October, we received the 2025 Medicare Interim Settlement and a lump sum payment *($650,000).* Minier reviewed the cash flow statement. Considering true operations, we made approx. $48,000 in September. Revenue is up 5% compared to last year. *Keltner exited at 7:21a.m. Keltner entered at 7:22 a.m.* Contract labor is higher than budget but still half as much as last year. Diesel cost is over budget by $40,000 due to increasing cost. Medical benefits have increased due to multiple claims hitting stop loss *(6 this year compared to 4 last year).* Total supplies have increased mostly due to wound care, but reimbursement for this service has been great. Chemotherapy will start seeing an increase in medication due to the high costs of these medications. Contractual write-offs are at 44% and last

year were 36%. Discussion regarding check register and snapshot of AR *(Check 64125: Press Ganey- patient surveys for surgery, inpatient and ER).* Discussion regarding charity care/assistance with payments. Minier to do some research on charity care.

- **September Financials**
  A **motion** made by Stansbury, seconded by Sprute, to approve the September Financials. *(Names redacted from refund checks in original finance packet).* The motion passed. *Mesias exited at 7:30 a.m.*

5.2. **Performance Improvement Committee**

- ***10.13.2026 PI Meeting Discussion*** –Brock reported that staff do good work following up on projects. The Board will look for a Board PI project in 2027.
- ***10.13.2026 Compliance/Quality/Privacy/Safety Meeting Discussion*** – Brock stated that she is very pleased with progress and responsibilities being distributed *(due to Compliance/Quaility/Risk Manager leaving).*
- ***PI Projects & Quality Data*** – A **motion** made by Brock, seconded by Stansbury, to approve the PI Projects and Quality Data, in acknowledgement and support. The motion passed.

5.3. **Board Nominations and Bylaws/Policy Committee–**

- ***Board Appointment Letter to Benewah County Commissioners*** – Epler reported that the committee met this week to review board nominations. For the current vacancy, we had one candidate submit a letter of interest. Kathy Tweedy lives in the community and has experience with medical billing. Discussion followed. A **motion** made by Epler, seconded by Doman, to approve the Board Appointment Letter to the Benewah County Commissioners. The motion passed.

5.4. **Medical Staff Committee** – CRNA Aaron Vizcarra presented the PRP program to the medical staff. Good discussion, but waiting on more feedback before moving forward. Discussion followed.

6. Open Forum/Visitors

6.1. Public Comment – Public comment period took place. Items mentioned: Appreciation for cash flow report, suggest providing to commissioners.

7. Medical Staff

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

- **Joshua Morris, MD** – A **motion** made by Brock, seconded by Sprute, to approve the reappointment of ER Physician Dr. Joshua Morris. The motion passed.
- **Giselle Statz, MD** – A **motion** made by Brock, seconded by Sprute, to approve the re-appointment of TeleCardiologist Dr. Giselle Statz. The motion passed

8. Contracts

8.1. **Cerner Extract - RevSpring –** Minier stated that as Cerner has us on a credit hold, we will need to pay the $11,900 for this project before they will release any extraction of data for daily posting processes. There will also be an ongoing monthly fee. A **motion** made by Stansbury, seconded by Sprute, to approve the Cerner Extract for RevSpring, if the monthly note does not exceed $1,000. The motion passed. *Mesias entered at 7:49 a.m.*

8.2. **Ovation Healthcare, LLC, Advisory Service Agreement, Seventh Amendment** – The Ovation Healthcare *(previously QHR)* Agreement is renewing at an annual cost of $12,500. Minier reported that David Perry is our representative who reviews the annual cost report. This agreement is a 50% reduction in cost compared to previous agreement *(negotiated due to cash situation).* A **motion** made by Brock, seconded by Stansbury, to approve the Ovation Healthcare, LLC, Advisory Service Agreement, Seventh Amendment. The motion passed.

8.3. **Employee Medical Insurance Renewal -** Minier and Keltner explained upcoming changes to the Employee Medical Insurance plan due to high utilization. Administration met with Acrisure and Colonial many times. Minier explained options, to include an ICRA *(choice plan managed by colonial health)*. Discussion regarding the different plan options and ensuring we are taking care of employees. Dental and vision remain the same. *Wester exited at 8:06 a.m.* A **motion** made by Epler, seconded by Stansbury, at select the "Gold Plan" for 2027 Employee Medical Insurance. Roll Call Vote: all ayes. The motion passed.

8.4. **Discussion: Yellowstone Group with CMCi** – Keltner brought forth the topic of looking into another Medical Malpractice management broker in the future. Keltner explained that this would be similar to a self-funded plan but with no cash up front. Will request comparison numbers from Yellowstone. Discussion followed.

9. Administrative Reports

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

- Annual holiday gift certificates for employees *(the board agreed to continue this)*
  Epler exited at 8:23 a.m.
- PT Applicant *(Keltner to pursue).* *Epler entered at 8:25 a.m.*
- Sergent Fox Grant update
- Wound Care is growing/is busy. Would like to give them the Quick Care space on the first floor. Clinic leadership is in support of this. Would have to get the space reassigned back to hospital from RHC. The Board agreed that the Quick Care space would be the best space for the growing wound care program.
  Reise exited at 8:39 a.m. Izarelli and Sterling exited at 8:40 a.m.
- RHTP grant approved. The Board directed Keltner to publish the press release.
  Izarelli entered at 8:42 a.m.

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

- Chemotherapy - No Cytotoxins yet from Bartels, but rooms are set up and we are ready. Will take time to build.
- Inpatient floor has been busy. Potential to have two nurses on the floor starting next year. Aids are working hard. *Kaminski and Reep entered at 8:45 a.m.*
- Discussion regarding helping a patient get back home with the assistance of BetterCARE.
- One new nurse has already started with another one starting today. We have a brand-new nurse starting in December. This will put us down to two travelers, but we still need them to support training the brand-new nurses.
- Trauma Committee met on the 14th. A lot of local agencies present.
- ISP donated a Cortex Flow Camera for violence, sexual assault, etc. to us. Developing a small sexual assault nursing program.

- NI Coalition grant: requested a rapid infuser that would help with trauma patients as well as gyno-gurney. To be announced in November.
- Recent visit at LCSC (Nurses and Rad students).
- Recent visit at NIC (Preceptorship opportunity).
- Women's Heath event went great.

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

- Seigley and Abrahams are now both offering DOT Physicals.
- Patients are enjoying the new Physicians.
- SMFM had 72 new patients in September!
- Flu shots are now available for current patients.
- Clinic's Code Blue Drill went great.

***9.4.* Grant Manager**

- Kelter asked the Board if they had questions on the grant report.
- Keltner reported that Pacific Source wants to give BetterCARE a $45,000 grant for patient transportation assistance. *Pugh exited at 9:00a.m.* More info to come on this one.

10. Follow-Up Items – No items currently.

11. Communications

11.1. **BetterCARE Update** – Epler reported that Gala planning is underway. The Gala will be December 4th. CRNA Vizcarra is having a long-range rifle built for one of the auction items.

11.2. **BCH Employee Christmas Party Support** – Meloni Reep and Julia Kaminski from the Employee Council attended the meeting to discuss the Employee Christmas Party December 12th. This group has been doing fundraisers and collecting money for items. The Board is invited to attend as well. Discussion followed regarding ways the board could support this event.
Reep, Kaminski, and Reynolds exited at 9:10 a.m.

12. Executive Session

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At 9:11 a.m., a **motion** made by Brock, seconded by Sprute, 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, Mesias, Izzarelli.

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Minier, Plante, Mesias, and Izzarelli exited at 9:12 a.m.

Edwards exited at 9:24 a.m.

Keltner exited at 9:26 a.m.

The Board came out of Executive Session at 9:56 a.m.

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

Meeting adjourned at 9:56 a.m.

Respectfully submitted,

Rebecca Plante, Secretary

Approved by:

Doug McKelvey, Board Chairman