



**BOARD OF TRUSTEES
APRIL MEETING MINUTES
Wednesday, April 24, 2024 4:00 P.M.**

MEMBERS PRESENT: Ron Mischke, Jenifer Shassetz, Kevin Kessner, Tobie Alsup, Gene Davis, Shirley Coulter and Richard Garber

MEMBERS ABSENT:

OTHERS PRESENT: Mike McCafferty, Dr. Gonda (via phone), Dr. Goddard, Joe Wright, Cody Sinclair, Cathy Bealer, Nathan Stutte, Rob Forister, Dr. Sierra Gross, Dr. Bill Doughty, Tom Ringley (County Commissioner) Liz Dearcorn, Jasmine Slater, Dr. Dawson, Korissa Duff, Ann Aksamit, Sharon Krueger, Ashley Phipps, Jody Hecker, Brent Maurhoff, Bryan Opitz, Erin Oetken, Kristen Czaban, Payton Gambill, Tommi Ritterbusch, Brendon Kerns, Amy Ligocki, Sean Bonnet, Collette Miller, Jennifer Rasp Vaughn, Kelly Lieb, Brady Shoemaker, Tonya Carlson

CALL MEETING TO ORDER

Ron Mischke, Chairman called the meeting to order at 4:00 p.m.

PUBLIC COMMENTS, INTRODUCTIONS

None.

APPROVAL OF AGENDA AND MINUTES

Jenifer Shassetz requested the agenda be amended to reflect the Emergency Department Projects as action items under the Building Committee report. Shirley Coulter moved to approve the amended agenda. Gene Davis seconded the motion. Motion carried.

Gene Davis moved to approve the minutes as presented of the March board meeting held on March 20, 2024. Jenifer Shassetz seconded the motion. Motion carried.

QUALITY COMMITTEE REPORT

Kevin Kessner, Quality Committee Chair asks Tommi Ritterbusch, Director of Continuous Improvement for a recap of the meeting. Tommi Ritterbusch said the committee reviewed pain assessment and reassessments, pressure ulcers, alarm fatigue, the trauma report, employee injuries, flu and COVID immunization rates, patient feedback, emergency detention, stroke, congestive heart failure, sepsis composite scores, and safety events. Work continues on process improvement, educational opportunities, and safety reporting. There are no trends to report or major concerns to address.

PATIENT EXPERIENCE REPORT

Kelly Lieb states that the team reviewed HHCAHPS (Home Care and Hospice), OASCAHPS (outpatient ambulatory services), staff engagement, survey response rates, feedback management, and HCAHPS schedule. It was noted that Home Health and Hospice has spearheaded the patient experience for years as evident in their star rating. Jody Hecker, Patient Advocate has been tackling open alerts with managers. Feedback given by our patients are providing the hospital and clinics with information on how to improve. The current survey response rate is at 40%, whereas before the rate was 17%-19%. There is buy-in and growth internally around the patient experience, which benefits the patients.

Amy Ligocki presents Dr. Allison Dawson to the board. Dr. Dawson is an internal medicine physician, who is fellowship trained in Palliative Care, having joined the Internal Medicine practice in October 2023. Dr. Dawson and her spouse are originally from Cheyenne. She had a personal connection with the suffering of a family member, and after experiencing palliative care in her training at the Billings Clinic she set her course towards this specialty, to

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provide quality of life for those who are suffering. She is looking forward to growing the program at Sheridan Memorial Hospital with the support of Mike McCafferty, Dr. Gross, and the medical staff.

Kristen Czaban, Director of Marketing introduces Payton Gambill to the board. Payton is the new grant writer and currently lives in Powell, WY. She works remotely and is on site one week a month. Payton's focus is on operational grants and government funds; new operational dollars versus capital. She has a varied background in quality, risk, compliance, medical coding and now grant writing. She is also finishing her Master's in Healthcare Administration.

MEDICAL STAFF REPORT

Dr. Gonda, on behalf of the Medical Executive Committee and Credentials Committee recommends the following Medical Staff Initial Appointments, Medical Staff Renewals, and Medical Staff Additional Privilege request for consideration and approval.

MEDICAL STAFF INITIAL APPOINTMENTS (ACTION)

Name	Category	Specialty	Renewal Date	Affiliated Organization
Claire Buckingham, DNP, FNP-C	Advanced Practice Clinician - Nurse Practitioner	Urgent Care		Sheridan Memorial Hospital Urgent Care
Kevin Bui, MD	Consulting -No Admit w/o Active Physician cosign	Tele-Neurology		Blue Skye Neurology

MEDICAL STAFF RENEWALS (ACTION)

Name	Category	Specialty	Renewal Date	Affiliated Organization
Sarah Coulter, PA-C	Advanced Practice Clinician - Physician Assistant	Emergency Department	5/27/2024	Sheridan Memorial Hospital Emergency Department
Isaac Hayward, MD	Active Staff w Priv - May Not Admit	Emergency Department	5/25/2024	Sheridan Memorial Hospital Emergency Department
David Henley, MD	Teleradiology/Delegated (No Membership)	Radiology	5/27/2024	Real Radiology

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Jolene Karls, PA-C	Advanced Practice Clinician - Physician Assistant Delegated	Nephrology	5/18/2024	Billings Clinic
Jacob Myler, PA-C	Advanced Practice Clinician - Physician Assistant	Surgery	4/25/2024	Sheridan Orthopedic
John Schallenkamp, MD	Active Staff w Priv - May Admit	Radiation Oncology	5/25/2024	SMH Welch Cancer Center
Alan Smith Jr., MD	Active Staff w Priv - May Not Admit	Anesthesia	4/28/2024	Independent
Shawn Stone, MD	Teleradiology/Delegated (No Membership)	Radiology	5/27/2024	Real Radiology
Ben Widener, MD	Active Staff w Priv - May Admit	Rheumatology	4/29/2024	Sheridan Memorial Hospital Internal Medicine

Ron Mischke approved the Medical Staff Initial Privileges and Medical Staff Renewals as presented with Shirley Coulter abstaining.

MEDICAL STAFF ADDITIONAL PRIVILEGE REQUEST

Name	Category	Specialty	
Allison Dawson, MD	Active Staff - may admit	Internal Medicine Palliative Care	
Stephen Holst, MD	Active Staff - may admit	Urology	
Rebecca Franklund, MD	Active Staff - may admit	OB/GYN	

Kevin Kessner moved to approve the Medical Staff Additional Privilege Request as presented. Tobie Alsup seconded the motion. Motion carried.

ADMINISTRATION REPORT

Bylaw Review

Shirley Coulter, Committee Chair states that the Bylaw Review Committee met and approve the bylaws as written. There are no changes required at this time.

Recruitment Update -

As stated at the last meeting, we have Dr. Kim, a medical oncologist starting this summer and we continue to recruit for OB/GYN and Hospitalist positions. SMH recruits for candidates that want to be in our community, and are attracted to the hospital culture and medical staff that we have. There are a couple of candidates for psychiatry that look promising, and we are excited about the future of the behavior health unit.

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Outpatient Imaging Expansion – SMH has expanded the hours for outpatient imaging from 7 am to 9 pm M-F. This is a great opportunity for our providers and patients for additional imaging access. There are options for Saturday visits from 7:30 am – 12 pm and patients are utilizing the extended hours.

Surgical Services – Nyle Morgan did a nice job, along with Jordan Lentz and the architects, in presenting conceptual designs for the surgical suite to the surgeons and staff. The plan is to have the construction documents done in the fall, giving us the ability to go to bid on pricing, for a potential start on construction in early 2025.

Hospice Volunteer Appreciation

Ron Mischke states that the hospice volunteers gathered this morning led by Cindy Baker, Home Care and Hospice Volunteer Coordinator. There is so much compassion and heartfelt interest by the volunteers to help and the amazing work that they do. Tobie Alsup states that it was very insightful and moving to participate in recognizing the group this morning.

FINANCE

Gene Davis, Finance Chair asks Nathan Stutte, CFO to recap the meeting earlier this week. Nathan reports that SMH is still feeling a significant impact from the cyber-attack on Change Healthcare. Reserves have declined and accounts receivable continues to grow. Cash collections have declined by 64%. The clearing house is back up, but still has components that are not working yet and is taking longer to restore than anticipated. There was a 1.9% operating margin for the quarter, where the original expectation was breakeven.

FOUNDATION REPORT

Richard Garber states that he along with Cody Sinclair, Ada Kirven, Liz Dearcorn, Dr. Doughty, and Brittany Goodvin met with approximately 60 people throughout the day on Wednesday last week, talking about behavioral health and how the new EmPATH and Crisis Stabilization Unit will impact the community. The Foundation is off to a good start with engaging community members and being invited to talk with various clubs in the community. The goal is to break down the stigma of mental health and prepare the community for the new unit. The Foundation's goal is to raise \$1.5M to go towards the project.

Cody Sinclair states the Foundation Board met and the hospital Auxiliary has gifted \$34K to support the hospital with a couple of needs. The Auxiliary board voted that \$30K would go toward the pulmonary function test equipment, and also challenged the Foundation board to match the gift. Additionally, \$4k was gifted to the Gap Funds. The volunteers are also excited about the updates to the Kozy Korner Gift shop, with fresh paint, new flooring and new display shelving.

BUILDING COMMITTEE REPORT

Jen Shassetz, Building Committee Chair asks Rob Forister, Director of Facility Services to report on the meeting. Rob updates that board on the Supply Chain and Pharmacy projects, both are on budget and on schedule. The Building Committee was able to tour the area after their meeting and it is coming along nicely. The Supply Chain area should be completed in approximately six weeks and the pharmacy this summer.

The emergency department projects are presented for consideration:

Project 1 is tied to the American Rescue Plan Act (ARPA) funds through the SLIB, to revamp the reception area relevant to triage and ventilation needs. The amount of this renovation project is \$960K with \$480K guaranteed through ARPA. After being reviewed by the Finance Committee and the Building Committee, Jen Shassetz moves to approve the project as presented. Tobie Alsup seconds the motion. Motion carries.

Project 2 is to refurbish the remaining portion of the emergency department which is approximately twenty years

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old and has not been updated. This would include exam lighting for procedure rooms, a ligature resistant room, painting, flooring, reverse isolation, optimizing space for physicians, and addressing storage needs for EVS and supply chain items. The cost associated with this project is \$519,860. After review by the Finance Committee and Building Committee, Jen Shassetz moved to approve the project as presented. Kevin Kessner seconded the motion. Motion carries.

OTHER BUSINESS

None

EXECUTIVE SESSION

Ron Mischke adjourns the meeting at 4:31 p.m. to go into Executive Session.

General session reconvened at 4:37 p.m. to address medical staff credentialing. Please see above under the Medical Staff Report for action taken.

Ron Mischke moves back into Executive Session to discuss a legal matter.

General session reconvened at 5:08 p.m. with no action to be taken.

ADJOURNMENT

With no further matters to come before the board, the meeting adjourned at 5:08 p.m.

Patty Forister, Recorder

Kevin Kessner, Secretary