



Memorial Hospital
of Carbon County

BOARD OF TRUSTEES

Regular Meeting

October 25, 2018

Minutes

Members Present:

Sherrod France, President
Rod Waeckerlin, Vice President
Garry Goergen, Treasurer
Jason Campbell, Secretary
Mark Kostovny, Member

Administration:

Dana Barnett, Chief Executive Officer
Woody Hathaway, Chief Financial Officer (Interim)
Ralph Parker, Chief Nursing Officer
Beverly Bush, Director, Human Resources
Collin McDonald, Director, Quality/Compliance/Risk
Marlon Coggins, Executive Assistant

Counsel:

Abbi Forwood, Attorney at Law

Guests:

Ron Vigus, Regional Vice President, QHR
Dr. Charles Cunningham, Providing input on behalf of the Chief of Staff
Shane Dennis, Dietary Manager
Nicole Henley, Marketing/Communications/Foundation Coordinator

Sherrod France, President, called the Memorial Hospital of Carbon County Board of Trustees meeting to order at 1800 hours.

Approval of Agenda:

Request was made to amend the agenda as follows:

1. Add item 9b2: Bargreen/Ellingson, Induction Charger, For Heated Bases presented by Shane Dennis, Dietary Manager.
2. Remove item 12a1: Dude Solutions presented by Robert LeRoy, Director, Facilities and Support Services.
3. Remove item 12a2: Wyoming Security Systems presented by Robert LeRoy, Director, Facilities and Support Services.

4. Add item 12a4: Medical Solutions Plus, Master Service Provider Agreement presented by Beverly Bush, Director Human Resources.
5. Add item 12b1: New website presented by Nicole Henley, Marketing/Communications/Foundation Coordinator.

Rod Waeckerlin made a motion and Garry Goergen seconded the motion to accept the agenda as amended. Motion carried.

Approval of Regular Board Minutes: Board of Trustees (9/27/2018)

Mark Kostovny made a motion and Rod Waeckerlin seconded the motion to accept the minutes as presented. Motion carried.

Memorial Hospital of Carbon County Foundation presented by Dana Barnett, CEO:

- No report at this time. Foundation will meet on October 30, 2018.

Medical Staff Report presented by Dr. Charles Cunningham, on behalf of Dr. Gregory Johnson, Chief of Staff

- **Committee Reports:** All committee reports were reviewed and approved as presented by consensus.
- Dr. Abels reported to the Committee that the Board of Carbon County Commissioners has implemented a request for proposal committee to send out and review bids for full hospital management.
- Committee discussed hospitalist oversight for when a PA is seeing inpatients.
- Ralph Parker, CNO, is working with HR on a wage analysis for nursing staff.

Corporate Compliance Report presented by Mark Kostovny: There was no messages on the ComplianceLine.

Citizen participation:

The following comments are from Derek Elliott:

Hello Everyone,

My name is Derek Elliott, I have worked here at MHCC for 23 years. I have seen many changes throughout my time here, many bad and several good changes.

We have had many people come and go over the years and I have had the opportunity to meet and work with many of them. A minority of the people care and love our Hospital; you can tell their compassion about our Hospital through their actions and their reactions to situations that often occur in daily life / or even emergencies.

Our Hospital was in severe financial distress when the County Commissioners decided to bring in a Management company. With this company we were able to have CFO's and CEO's come when we needed them. I remember some of the CEO's and CFO's who have come in; some have been ok while others have exceeded expectations.

If I could (please) speak about our current permanent CEO, Dana Barnett. Dana took ownership of our Hospital and from his beginnings here show he cared about our Hospital with a passion. He not only cares about our Hospital but also about the employees here. Dana is a modest Man. He has given people many opportunities and has been compassionate and empathetic to people; not only employees but also outside of our Hospital. Dana is a part of clubs and community organizations. Dana reopened the Marketing Department for our Hospital, he has a passion on Marketing our Hospital. Dana has not only tried to make our Hospital aesthetically pleasing, structurally sound, safe but also leaned on daily operational duties.

I speak on what I have observed and heard thought the Hospital and community. He has a very tough job. We have to remember, this Man is running our Hospital and what a HUGE responsibility. Dana really cares about our Hospital and our Community.

I say, THANK YOU Dana and you are appreciated by many.

I would like to speak about QHR now.

*I have been the Manager of Materials and Purchasing since 2004. I believe QHR came in around December 2009. In January of 2010 we had **\$321,665.42** as our inventory valuation, with QHR's help we are now at **\$144,276.88**. That is a decrease of **\$177,388.54**, this is attributed to their aggressive pricing with QHR vendors, their GPO which is HPG and their suggestions at reducing our on hand inventory.*

QHR is an advocate for our Hospital with vendors for supplies and equipment. If we want to purchase a piece of capital equipment we will obtain three quotes, we will then email them to QHR who will forward those MD Buyline (they are like Consumer Report) MD Buyline will then analyze the quotes, let us know if we are getting good pricing and critique the terms and conditions, this will help us negotiate pricing and the terms and conditions. MD Buyline is free to us as a QHR Hospital, it runs around \$12k a year to subscribe to it. QHR has an aggressive profile not only for supplies and service but also for equipment.

Tom Lorenc who is the Director, Supply Chain Operations at QHR is a huge advocate and will fight for us. A recent experience: We wanted to switch to a product and requested training from the Manufacture, the Manufacture said we are too remote for a person to come and train but they will send educational material for the product. This product needed to have someone here to train, I went up the flag pole to the National Account Representative and they even said they cannot send anyone out for training. I was frustrated, I reached out to Tom at QHR and the next day I received an email from the Manufacture that they would be more than happy to send someone for training and they apologized for the misunderstanding. The company came in and trained which we ended up having good results.

QHR has Strategic Service Partners, these are vendors who are offered to QHR affiliated hospitals. These vendors also have aggressive pricing.

QHR has defined savings, these are savings you can see.

I can reach out to Dana, Woody or Tom with questions, each of these people are easy to talk to, they are knowledgeable and relatable. They listen and are open to ideas and / or suggestions. They each have an open door for all employees.

I also have a good networking with other QHR Hospital Materials Managers.

Oh... let's talk about Oxygen.

US Welding was \$83,041.55

Woody's help negating with currently company \$26, 550.75 annual decrease of \$56,490.80

SSP Vendor \$27,832.06 decrease \$55,209.49 annual savings \$55,209.49 x 5yrs = \$276,047.45

I will close now, I am sure I am getting a bit boring but just those two instances showed a savings of \$232,598.03.

The decrease of inventory and the projected five year O2 savings is \$453,435.99

CEO/QHR:

Ron Vigus, Regional Vice President, QHR:

1. Todd R. Gibson, Interim CFO, will arrive the week of November 5th. His resume has been sent to Dana. Transition with Woody will be by Skype, emails, and phone calls.
2. Regional Meeting for Region 5 CEOs and CFOs was held in Cody, Wyoming on October 18th and 19th. There were 16 participants from eight hospitals in attendance. There were a lot of commonalities and problems and the participants shared their solutions to these hospital issues.
3. The new Hospital & Health System Board Member Reference Guide, Seventh Edition, was distributed.
4. Webinar is available for CFOs for the website change that is now required by CMS. This change is effective January 1, 2019.
5. QHR Board Minutes, The Move to Wellness, was presented.

Administrative Report:

Dana Barnett, CEO:

- **Recruiting:**
 - David Taylor, CRNA, will start October 29th. Charles Grant, CRNA, has been given an offer and we are awaiting his reply.
- **Orthopedic Surgery:**
 - Dr. Kolstad continues to be here every other week and remains busy during his entire stay with operations and clinic visits. Dr. Henderson is in the final stages of credentialing and will be scheduled soon thereafter.
- **New Clinic:**
 - Pre-bid meeting was today.
 - Construction bid openings will be on November 1, 2018 in the board room.
 - Gary and staff will evaluate bids
 - Construction to start about November 19th.
 - Substantial completion is expected by April 2019
 - Move to new clinic expected end of May 2019
 - Some site work will need to be completed after the move

Beverly Bush, Director, Human Resources:

- **Recruiting, One America, and Employment Engagement** activities and issues were presented and discussed. Details were distributed in the monthly Board of Trustee packet.

Ralph Parker, CNO:

- **Radiology, Surgical Services, Med/Surg/ICU, Emergency Department/EMS, Women's Services, Infection Preventions, and Physical Therapy** activities and issues were presented and discussed. Details were distributed in the monthly Board of Trustee packet.

Collin McDonald, Quality/Compliance/Risk

- **The Compliance Committee, HCAHPS, Lean Project, and Quality Measure** issues were presented and discussed. Details were distributed in the monthly Board of Trustee packet.

Maureen Arnold, Physician Practice:

- **Energy Basin, Outpatient Specialty, Spruce Medical, Wagon Circle, and Women's Health** activities and issues were presented and discussed. Details of each clinic were distributed in the monthly Board of Trustee packet.

Financial Report:

Woody Hathaway, CFO, presented the corrected Financial Page for August 2018.

Woody Hathaway, CFO, presented to the Board of Trustees:

- Financial Analysis September 2018
- Balance Sheet
- Income Statement
- Financial Statistics
- Utilization Statistics
- Executive Financial Summary YTD September 30, 2018

Highlights included:

- Gross Revenue is 15.49% below budget.
- Net Revenue is 2.94% above budget.
- Reductions are 54.69% of revenue.
- Expenses are 2.9% below budget.
- Salaries are 11.29% below budget.
- Actual net income is \$(39,958) with \$58,801 budgeted.
- Year to date net income is \$214,606 with \$176,402 budgeted.
- Current cash on hand is 177.1 days.
- Current days in accounts receivable are 61.3.

Approval of Financials for period ending 9/30/2018 was requested.

Rod Waeckerlin made a motion and Mark Kostovny seconded the motion to approve the financials for period ending 9/30/2018 as presented. Motion carried.

Approval of Vouchers for period ending 9/30/2018 was requested.

Garry Goergen made a motion and Mark Kostovny seconded the motion to approve the vouchers for period ending 9/30/2018 as presented. Motion carried.

Capital Items:

- NewView LED Monitor for C-arm presented by Ralph Parker, CNO. This item is for our Radiology Department and it is a High Resolution 19' anti-glare black and white LCD monitor for the X800 C-arm with touchscreen control that simplifies operation. This item is not on the capital budget. The quote received is for \$6,500.00.
- Bargreen/Ellingson, Induction Charger, For Heated Bases presented by Shane Dennis, Dietary Manager. Our current heating system for individual meals is antiquated. They have not manufactured the warmers in 28 years. This Induction Charger will improve heating time by heating to proper temperature in 15 seconds and remaining there for 4 hours. This will alleviate hot warmers since it is only warm in the middle and cool to the

touch on the edges. We will maintain our current warming system as a backup. This item is not on the capital budget. The quote received is for \$8,057.00.

Garry Goergen made a motion and Rod Waeckerlin seconded the motion to approve both the NewView LED Monitor for C-arm in the amount of \$6,500.00 and the Bargreen/Ellingson, Induction Charger, For Heated Bases in the amount of \$8,057.00. These items are to be added to the Capital budget and purchased for the total amount of \$14,557.00. Motion carried.

Quality Report presented by Dana Barnett, CEO

- **Clinical Dashboard and HCAHPS** was presented and discussed. Each clinic was distributed in the monthly Board of Trustee packet.

Old Business:

- **New Clinic** was discussed during CEOs Administration report (see above).

New Business:

- **Contracts:**
 - Printer/Copier Lease with Ricoh presented by Woody Hathaway, CFO. Cost analysis was presented. Proposed lease option is for 39/48 months, with printers to replace each that are onsite now plus loaners. Prices per copy both black and white and color are less expensive under this proposed lease. Term savings are \$13,728 (B&W) and \$32,640 (color).

Garry Goergen made a motion and Mark Kostovny seconded the motion to approve the Printer / Copier Lease agreement with Ricoh for 48 months as presented. Motion carried.

- Medical Solutions Plus, Master Service Provider Agreement presented by Beverly Bush, Director, Human Resources. This is a sole provider agreement and Medical Solutions Plus acts as an umbrella agency for the provision of temporary clinical staffing and management of other clinical staffing agencies. There will be better staffing rates due to increased competition among participating agencies. This agreement does not account for international staffing.

Rod Waeckerlin made a motion and Garry Goergen seconded the motion to approve the Medical Solutions Plus, Master Service Provider Agreement pending negotiation concerning international staffing agreements and legal review. Motion carried.

- Nicole Henley, Marketing/Communications/Foundation Coordinator, presented an overview of the new website. Expectation is that the new website will go live in a couple of weeks.

Open Discussion: No open discussion.

Recess Board of Trustees Public Meeting to Executive Session.

Rod Waeckerlin made a motion and Jason Campbell seconded the motion to go into Executive Session. Motion carried.

Board convened to Executive Session 1941 hours.

Resume Board of Trustees Public Meeting.

Mark Kostovny made a motion and Garry Goergen seconded the motion to resume the Board of Trustees public meeting at 2326 hours. Motion carried.

New Business Continued.

Mark Kostovny made a motion and Rod Waeckerlin seconded the motion to grant privileges to:

1. Amanda Bisby, APRN – Nurse Practitioner Pain Clinic: Allied Health Staff Appointment
2. Michael Wilkinson, DPM – Podiatry: Courtesy Staff Reappointment
3. David Taylor, CRNA – Certified Registered Nurse Anesthetist: Allied Health Staff Appointment

Motion carried.

Contracts:

Jack Morgan, DO, ER - Physician Employment Agreement Amendment

Mark Kostovny made a motion and Rod Waeckerlin seconded the motion to accept the Physician Employment Agreement Amendment as presented pending legal review. Motion carried.

James Hejmanowski, MD – Physician Employment Agreement

Mark Kostovny made a motion and Rod Waeckerlin seconded the motion to accept the Physician Employment Agreement as presented pending legal review. Motion carried.

Adjournment:

With no further business coming before the Board:

Mark Kostovny made a motion and Jason Campbell seconded the motion to adjourn the Board of Trustees public meeting at 2230 hours. Motion carried.

The next Board of Trustees meeting is December 12, 2018.

Respectfully submitted.

Marlon Coggins, Executive Assistant

Jason Campbell, Secretary, Board of Trustees

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