



## **GOVERNING BOARD REGULAR MEETING**

The Campbell County Hospital District Board of Trustees met in the Hospital's Fifth Floor Classrooms on Thursday, July 16, 2015.

**Members present:**

Mr. Randy Hite  
Mr. Mike Dugan  
Mr. Allen Todd  
Dr. Alan Mitchell  
Mr. George Dunlap

**Members absent:**

Mr. Harvey Jackson  
Dr. Sara Hartsaw

**Also present:**

Mr. Andy Fitzgerald, Chief Executive Officer  
Dr. Lowell Amiotte, Chief of Staff  
Mr. Dalton Huber, Chief Financial Officer  
Ms. Deb Tonn, Vice President of Patient Care  
Mr. John Fitch, Vice President of Human Resources  
Mr. Bill Stangl, Vice President of Physician Services  
Ms. Ellen Rehard, Recorder  
Public

### **OPENING**

#### **Call to Order**

Mr. Hite, Chairman, called the meeting to order at 5:04 p.m.

#### **Mission Statement**

Mr. Dugan read Campbell County Health's Mission Statement.

#### **Vision Statement**

Mr. Dunlap read Campbell County Health's Vision Statement.

#### **Quality/Safety Brief**

Mr. Hite provided the following Car Seat Safety Brief:

- Children should travel in a rear facing car seat up to at least age 2.
- Be sure to select a car seat appropriate for your child's age and size.
- If you are expecting a baby you will need a car seat to take your infant home.
- Wyoming law requires a child restraint system (car or booster seat) until their 9<sup>th</sup> birthday.
- Never put an infant in front of an active air bag.
- Campbell County Safe Kids offers car seat checks every Wednesday afternoon by appointment. Call 688-7233. You should have this car seat check done during pregnancy to assure a safe trip home.



### Roll Call

Ms. Ellen Rehard called the roll of the Trustees of the Board of Campbell County Memorial Hospital District. Mr. Hite, Mr. Dugan, Mr. Todd, Dr. Mitchell and Mr. Dunlap are present. Mr. Jackson and Dr. Hartsaw are excused.

### Approval of Agenda

**Mr. Dugan moved, seconded by Mr. Todd, to approve the agenda as presented. Mr. Hite, Mr. Dugan, Mr. Todd, Dr. Mitchell and Mr. Dunlap voted aye. Motion carried.**

### Consent Agenda

The following items were approved as part of the Consent Agenda.

### Approval of Minutes

Minutes from the June 25, 2015 Board Regular meeting (copy appended to minutes).

### Administrative Policy Review

Four Administrative policies, Alcoholic Beverages, Correctional Facility Inmate/Care Of, Divert Status and Visitor Injury (copy appended to minutes). **No motion required.**

### Finance Meeting

Items requiring Board Action from the July 16, 2015 Finance Committee Meeting (copy appended to minutes).

**Mr. Dugan moved, seconded by Mr. Todd, to approve the consent agenda as presented. Mr. Hite, Mr. Dugan, Mr. Todd, Dr. Mitchell and Mr. Dunlap voted aye. Motion carried.**

## **RECOGNITION ITEMS**

### Provider of Month

Dr. Amiote, on behalf of CCH, recognized Dr. Sherri Blanchard, for being selected the July Provider of the Month. Dr. Blanchard is Board Certified in Family Medicine and joined the medical staff in 2010. She attended medical school at the Texas A&M University College of Medicine and completed her Family Medicine Residency at Scott and White Hospital in Temple, TX. She is the medical director for the Walk-In Clinic and supervises the team of physician assistants and a nurse practitioner.

For as long as she can remember, Dr. Blanchard wanted to be a doctor. Her older brother is a physician and she always wanted to follow in his footsteps. She has memories of making a 'medical book' at the age of four, describing how she would help people.

She practiced near Fort Hood, TX for the early part of her career, but a desire to live close to the mountains was realized when she move first to Douglas, Wyoming, and then to Gillette. When Dr. Blanchard was in training and early in her career, most patients never questioned their physician. The biggest and most positive change she's seen in medicine is the involvement of the patient in their health. Many patients she sees now are much more active, have better nutrition and care about living well. They are beginning to understand that what they do in their 30's affects how they will live in their 70's. She says that physicians must engage their patients, listen and help them understand the choices they have about their health.

In her free time Dr. Blanchard enjoys spending time with her fiancé, son, daughter and son-in-law. She and her fiancé enjoy cooking together for their friends, and often cook for the clinic



staff on holidays. Her bucket list includes traveling to see new places, with Italy on the top of the list. Thank you Dr. Blanchard, for providing our patients with excellent care.

#### Medical Staff Recognition

##### Dr. Grace Wang

Mr. Fitzgerald introduced Dr. Grace Wang. Dr. Wang attended medical school at the University of Illinois College of Medicine in Urbana-Champaign and Rockford, IL. She completed her residency in Obstetrics and Gynecology at Spectrum Health in Grand Rapids, MI. She came to Gillette from the Chicago area, and joins Dr. Dave Beck at Women's Healthcare, PC. Dr. Wang and her husband, Michael, have two boys, ages seven and nine, and are looking forward to the many opportunities available for their sons in the Campbell County School District. When she's not working, Dr. Wang likes to spend time with her family, read and do some writing.

##### Dr. Tyler Dickey

Mr. Fitzgerald introduced Dr. Tyler Dickey, Emergency Care. Dr. Dickey grew up in Henry, NE which is a small town between Scottsbluff, NE and Torrington, WY. Dr. Dickey attended CMU Medical Education Partners in Saginaw, MI to complete his Emergency Residency and the University of Nebraska Medical Center in Omaha, NE to earn his doctor of medicine. He enjoys furniture making, woodworking and carpentry; hunting and fishing; and is getting into mountain biking. Dr. Dickey's professional interests include community and preventative medicine as well as pre-hospital care.

##### Brenna Kirsch, NP

Mr. Fitzgerald introduced Brenna Kirsch, Nurse Practitioner. Brenna Kirsch joins Dr. Dave Beck at Women's Healthcare, PC. Brenna graduated with a Master's Degree in Nursing from Frontier Nursing University as a Family Nurse Practitioner and is board certified by the American Nurses Credentialing Center. She completed her clinical training with Alicia LePard, APRN at High Desert Healthcare, Rachel Helms, APRN at Big Horn Pediatrics and with Dr. Jeff Anderson at OB/GYN specialists. Brenna is married with two daughters, 2 ½ years and 9 months old. Her husband, Dustin, is Gillette South Senior Game Warden. Brenna has two dogs and enjoys spending time with her family, hiking, camping and reading.

#### Retirement Recognition

Mr. Fitzgerald recognized Cindy Reynolds for 33 years of service. Cindy graduated from Arapahoe Community College in Littleton, Colorado with a degree in Medical Technology. She first came to CCMH as a student and was then hired full time in November of 1981 just 10 months after the opening of this facility. Her sons Chad and Sean were born in 1980 and 1984. She loves to travel and has been to New Zealand, Hawaii, and on a Caribbean cruise. She has a miniature dachshund, Greta, and a cat named P.J. She is looking forward to moving to Fort Collins to be closer to her sons and her two granddaughters, Vivian 8 and Isabelle 6 so they can hang out with "Gram". Cindy will be missed by the lab staff. Thank you Cindy for the many years you served our patients, our staff and our community. We will miss you and we wish you the best of luck in the future.

#### **PUBLIC QUESTIONS OR COMMENTS**

Mr. Hite asked if there were any comments or questions from the public at this time. There were none.



## **EDUCATIONAL SESSION**

### **Credentialing**

Ms. Ullrich gave a presentation on the medical staff credentialing and privileging process. *Credentialing* is the administrative process for validating the qualifications of licensed professionals, and accessing their background and legitimacy. *Privileging* is the process used to determine if credentialed clinicians are competent to perform their assigned responsibilities, based on training, supervised practice and/or competency testing. The purpose of credentialing is to assure that only qualified practitioners who can demonstrate current clinical competence are appointed to the medical staff and/or granted clinical privileges. Credentialing also protects patients and the hospital from unethical or untrained practitioners. CRNAs, PAs and APRNs who are not licensed independent practitioners may be privileged through the medical staff process or an equivalent process that has been developed by the organization and approved by the governing board. Licensed independent practitioners need to go through the credentialing process. The Credentials Committee recommends whether or not to approve each practitioner's request for appointment to the medical staff. The Chief of Staff presents the Medical Executive Committee's recommendations to the Board of Trustees. The Board of Trustees has the ultimate responsibility of granting medical staff privileges. Credential files are available for any Board member to review, in the Medical Staff office. Approved applicants are subject to reappointment every 2 years.

## **ACTION ITEMS**

### **Medical Staff Appointments**

Dr. Lowell Amiotte recommended approving the following medical staff appointments as recommended by the appropriate Department Chairman, Credentials Committee, and Executive Committee.

### **New Appointment:**

#### ***Provisional Active:***

Department of Surgery

**Lora C. Rigbsy, DO**

Anesthesia

### **Provisional Reviews:**

#### ***Active:***

Department of Medicine

**Ryan Noonan, MD**

Family Medicine

**Mr. Dunlap moved, seconded by Mr. Dugan, to approve the recommendation from Medical Executive for medical staff appointments as presented. Mr. Hite, Mr. Dugan, Mr. Todd and Mr. Dunlap voted aye. Dr. Mitchell abstained. Motion carried.**

### **Reappointments:**

#### ***Courtesy:***

Department of Medicine

**Christopher Brown, MD**

Internal Medicine

#### ***Active:***

Department of Medicine

**Suzanne Harris, MD**

Family Medicine

**Mohammed Majeed, MD**

Internal Medicine



**Breck McCarty, MD**  
**Keith Mills, MD**  
**James Naramore, MD**  
**Robert Neuwirth, MD**  
**Laine Russell, MD**  
**Vashu Thakur, MD**

Family Medicine  
 Hematology / Medical Oncology  
 Family Medicine  
 Internal Medicine / Nephrology  
 Family Medicine / Ambulatory  
 Internal Medicine / Nephrology

Department of Medicine / Department of Surgery

**Romer Mosquera, MD**

Neurology / Pain Medicine

Department Medicine / Department of Maternal – Child Health

**Landi Halloran, MD**

Internal Medicine / Pediatrics

Department of Maternal / Child Health

**David Fall, MD**

Pediatrics

**Julie Fall, MD**

Pediatrics

**Michael Jones, MD**

OB / GYN

**Maria R. Moro, MD**

Pediatrics / Infectious Disease

**Donald Parker, MD**

OB / GYN

Department of Surgery

**Scott Diering, MD**

Emergency Medicine

**Jonathan Hayden, MD**

Emergency Medicine

**Monica Morman, MD**

Orthopedic Surgery

**Dr. Mitchell moved, seconded by Mr. Dunlap, to approve the recommendation from Medical Executive for medical staff appointments as presented. Mr. Hite, Mr. Dugan, Mr. Todd, Dr. Mitchell and Mr. Dunlap voted aye. Motion carried.**

**Extensions Requested (for completion of reappointment applications)**

**Patrick Love, DDS**

**John Naugle, DDS**

**Mr. Dugan moved, seconded by Mr. Dunlap, to approve the recommendation from Medical Executive for medical staff appointments as presented. Mr. Hite, Mr. Dugan, Mr. Todd, Dr. Mitchell and Mr. Dunlap voted aye. Motion carried.**

#### **RESIGNATIONS TO NOTE:**

**Amit Gupta, MD (e-ICU)**

Effective July 1, 2015

**Richard Jensen, MD (e-ICU)**

Effective July 1, 2015

#### CCMG Organizational Structure

Mr. Stangl presented the Campbell County Medical Group governance structure. Dr. Mitchell inquired if the Board was also approving the CMO as well. Mr. Fitzgerald explained that the approval is for the proposed plan, not the actual items on the plan.

**Mr. Dugan moved, seconded by Mr. Dunlap, to approve the proposed Campbell County Medical Group Organizational Structure as presented. Mr. Hite, Mr. Dugan, Mr. Todd, Dr. Mitchell and Mr. Dunlap voted aye. Motion carried.**



### 2015/2016 Strategic Plan

Mr. Fitzgerald informed Board members that the 2015/2016 Strategic plan is before them tonight for approval. There are a few goal adjustments, but no other changes have occurred. Mr. Dunlap inquired about CCH assisting Gillette College with the new nursing area. Mr. Fitzgerald explained there could be funds in the capital budget depending on the contribution or an amendment to the capital budget could be approved. Dr. Mitchell suggested that the new nursing area at the college may be a good project for the Healthcare Foundation.

**Mr. Dunlap moved, seconded by Dr. Mitchell, to approve the 2015/2016 Strategic Plan as presented. Mr. Hite, Mr. Dugan, Mr. Todd, Dr. Mitchell and Mr. Dunlap voted aye. Motion carried.**

### Construction Project Approval Process

Mr. Fitzgerald reported that the Board approved the construction project approval flowchart at the June Board meeting. The associated policy was approved by the Facilities Committee. The policy documents the process and should keep everyone well informed.

**Dr. Mitchell moved, seconded by Mr. Todd, to approve the Construction Project Approval Process as recommend by the Facilities Planning Committee. Mr. Hite, Mr. Dugan, Mr. Todd, Dr. Mitchell and Mr. Dunlap voted aye. Motion carried.**

## **COMMITTEE REPORTS**

### Board Committees

#### Quality/Safety

Mr. Hite reported the Quality Committee met July 13, 2015. CCH has been notified by HealthStreams that the WIC is being honored as the most improved urgent care facility among its survey participants.

#### Facilities Planning

Mr. Fitzgerald reported on the following:

- Work is continuing on the Legacy, with an estimated construction completion date of August 2016.
- Phase I is complete on the WORL remodel. Phase II is underway. The MRI and x-ray units have been installed.
- The Clinic and Radiology projects are complete.
- Behavioral Health remodel has moved to Phase 2, with completion expected in late fall. A total of eight BHS inpatient beds will be available when the project is completed.
- HGA will be here next week to discuss a parking structure as well as review of the master facility plan. A final recommendation for a new parking solution is expected to come to the Board for approval in August. The master facility plan will be another month or two.

#### Pioneer Manor/ Legacy

Mr. Todd reported the Legacy Advisory Board met Monday, July 13<sup>th</sup>. The Board discussed upcoming needs when moving to the Legacy. The recent garage sale raised \$700.00 for activities and \$125.00 for the Resident Council. Last month's dance was well attended and enjoyed by the residents. Funding was approved for materials to make more birdhouses.



## **INFORMATIONAL ITEMS**

### **Chairman's Report**

Mr. Hite gave a shout out to Nutrition Services for all the creative meals they have prepared for the Board. Mr. Hite shared the "Cowboy State Code of the West" which is from a book written by James P. Owen.

#### **Wyoming Code of Ethics**

- Live each day with courage.
- Take pride in your work.
- Always finish what you start.
- Do what has to be done.
- Be tough, but fair.
- When you make a promise, keep it.
- Ride for the brand.
- Talk less and say more.
- Remember that some things aren't for sale.
- Know where to draw the line.

### **Chief of Staff Report**

Dr. Amiotte announced medical staff continues to volunteer to provide school physicals. Dr. Halloran had 23 physicians attend a peer to peer support group. Medical staff mixers will continue to be scheduled.

### **CEO Report**

Mr. Andy Fitzgerald, Chief Executive Officer, reported the following:

#### **Events in July**

- July 9 – Final session of Sports Screening program for youth athletes. Providers volunteer their time, with funds going to local schools and Sports Screening scholarships. Participating providers: Dr. Dave Fall, Dr. Vijaya Koduri, Dr. John Mansell, Dr. Donald Parker, Dr. Michael Jones, Dr. Nicholas Stamato, Rachel Helms, PA-C, Chet Rall, APRN, Alicia LePard, APRN.
- July 9, 17 - Successful Sitters Babysitting classes for the community.
- July 18 – Campbell County Healthcare Foundation/Anadarko Golf Tournament at Devil's Tower Golf Club to raise funds for Close to Home.
- July 20 – The summer issue of Health Matters community newsletter is mailed to homes in Campbell, Crook and Weston counties.
- July 23 – The next session of Ask Andy on the Air will be filmed at GPA TV. The episode will be posted the first week in August.

#### **Upcoming Events in August**

- August 7 – United Blood Services Blood Drive from 8 am – 3 pm in the 5<sup>th</sup> floor classrooms. Call ext. 1580 to make an appointment.
- August 7 – Junior Volunteer program ends for the summer. Forty Junior Volunteers served during the summer. The program provides an introduction to healthcare for young people.
- August 13, 18 – Successful Sitters babysitting class from 9 am – 3:30 pm at the EMS base. Call ext. 6006 to register.

#### **Other information**

- Five new physicians have joined the CCH medical staff: Tyler Dickey, MD, Emergency





Medicine; Paul Rigsby, DO, Radiology; Grace Wang, MD, Obstetrics and Gynecology; Lora Rigsby, DO, Anesthesiology; and Robert Grunfeld, MD, Orthopedic Surgery.

- Dr. Landi Halloran will be seeing Internal Medicine patients in the CCMG Main Clinic beginning Tuesday, August 4 with the departure of Drs. Fareed and Javaid. Dr. Halloran is Board Certified in Internal Medicine, and will see patients on a temporary basis while recruitment continues for Internal Medicine.
- The Campbell County Suicide Prevention Coalition won the first place for Best Public Service Award from the Wyoming Association of Broadcasters, with a radio ad recorded by Governor Mead. (The radio ad by Governor Mead is on the CCH Facebook page.)
- Exterior sign replacement with *Campbell County Health* should be completed by July 17, 2015.
- HGA Architects are here next week to continue the parking structure planning and the review of the Master Facility plan.

#### Physician Recruitment

- Endocrinology
  - Physician in the region
  - Offer extended
  - Physician ready to move forward
- Emergency Medicine
  - Welcome Dr. Tyler Dickey!
  - Site visit for NM candidate 3/13
  - Offer accepted, to commence practice 8/15
  - MS candidate interviewed 3/26 – 31
  - Candidate scheduled for shifts in October/November dependent on Credentialing
- Family Medicine
  - IA physician inquiring on opportunity, spouse is a GS and is also inquiring both available summer 2016
  - Candidate interested in PT hospital employment
- General Surgery
  - Resident inquiring on opportunity completes residency summer 2016, spouse is in FM and also inquiring
- Internal Medicine
  - Phone interview for IL candidate (9/2016 Resident)
    - Coordinating dates for site visit 7/27
  - Colorado candidate here today and over the weekend
- WIC/WIC-S
  - Spearfish FP candidate originally interested locums, would consider perm if opportunity is right
  - Offer extended

#### Financial Report

Mr. Dalton Huber reported the following:

- Month end volume on-track with budget.
- June Operating Margin exceeded budget by \$310,000.
- June Net Margin exceeded budget by \$1,809,000 due to tax revenues received.
- Yearend admissions up 304 or 11.7% over last year.
- Medicare case-mix (intensity) was up 7.5% over budget from last year.
- Surgery was up more than 11.5% over budget from last year.





- Outpatient visits were 18,000 (10.8%) higher than last year.
- Home Health visits were up 2,106 (33.7%) over last year.
- Full time equivalent employees were up 45 (4.3%) from last year.
- Net patient service revenues were up \$17.4 million (13.5%) from 2014, .8% under budget.
- Total operating expenses were up \$12,397 million (8.3%) from 2014, \$2.913 million (1.8%) under budget.
- Operating margin was \$7.6 million, \$1.6 million favorable to budget.
- Operating margin was \$6.5 million higher than last year.
- Bottom line was \$10.7 million which was \$3.2 million favorable to budget.
- Bottom line is \$7.6 million higher than 2014.
- EBIDA of \$25.1 million is \$7.3 higher than 2014.

#### Patient Services

Ms. Deb Tonn reported the following:

- CCH is currently recruiting for an ED director and Med/Surg director.
- Hope to see the BH unit completed and opened in the fall.
- Thank you to Angie Peters for her work to secure another three year Trauma designation for CCH after the recent survey.
- The Helmsley Trust provided three hands-free CPR compression devices for CCH as part of a state-wide grant.

#### Human Resources

Mr. John Fitch reported that exempt pay rules are changing. Wage and hour rules are expected to change sometime this summer regarding employees classified as “Exempt”, meaning they are exempt from receiving overtime. Positions are exempt if they plainly and unmistakably fit an exemption test. There are six categories an employee can fall into to be considered exempt. The work an employee performs is what determines if they can be exempt provided they meet the earnings per week threshold, not the job title. The new rules will only affect about 15 CCH employees.

#### Physician Services

Mr. Bill Stangl thanked Drs. Fareed and Javaid for their seven years of service to CCH in providing great care to the community. They will be missed as they leave their practice the end of July. They willingly stepped in and helped their fellow providers by providing hospitalist care, worked at Pioneer Manor and have built a large practice. We are working diligently to fill their places.

### **EXECUTIVE SESSION**

The regular meeting recessed into Executive Session at 6:15 p.m.

The regular meeting reconvened at 8:00 p.m.

### **EDUCATIONAL SESSION**

#### Proposed FY 15-16 Budget

Mr. Dalton Huber presented the proposed Campbell County Health Budget to the Board and the community for fiscal year 2016.

FY 15-15 Budget

• Total Patient Service Revenue	\$300,410,444
• Net Patient Service Revenue	\$161,833,249
• Interest & Other Operating Revenue	\$5,610,816
• Total Operating Revenues	\$169,144,065
• Total Operating Expenses	\$178,633,700
• Operating Income / (Loss)	(\$9,489,635)
• District Mill Levy	\$17,500,000
• Revenue & Gain in Excess of Expenses	\$8,701,448
• Capital Budget FY 2016	\$84,754,967
• P&L bottom line	\$8,701,448

Net Income / (Loss)

• Operating Gains/(Losses) (Net of Tax Revenue and Non-Operating Gains)	(7,623,473)
• EBIDA	24,371,186

Uncompensated Care

• Bad Debt / Charity Care	23,088,685
---------------------------	------------

Cash Flow

• Restricted funds for The Legacy	9,954,464
-----------------------------------	-----------

**ACTION ITEM**

**Mr. Dunlap moved, seconded by Dr. Mitchell, to approve the Fiscal Year 2015-2016 Budget as presented. Mr. Hite, Mr. Dugan, Mr. Todd, Dr. Mitchell and Mr. Dunlap voted aye. Motion carried.**

**ADJOURNMENT**

There being no further business, the meeting adjourned at 8:03 p.m.

The next regularly scheduled Board meeting is August 27, 2015, at 5:00 p.m. in Classroom 1.

---

Allen Todd, Secretary

---

Ellen Rehard, Recorder