



GOVERNING BOARD REGULAR MEETING

The Campbell County Hospital District Board of Trustees met in the Hospital's Fifth Floor Classrooms on Thursday, July 17, 2014.

Members present:

Dr. Sara Hartsaw
Ms. Nancy Tarver
Mr. Randy Hite
Mr. Mike Dugan
Mr. George Dunlap
Mr. Harvey Jackson
Mr. Allen Todd

Also present:

Mr. Andy Fitzgerald, Chief Executive Officer
Dr. Billie Wilkerson, Chief of Staff
Mr. Dalton Huber, Chief Financial Officer
Ms. Deb Tonn, Vice President of Patient Services
Mr. John Fitch, Vice President of Human Resources
Mr. Carl Sorensen, Vice President of Plant and Facilities
Ms. Ellen Rehard, Recorder
Public

OPENING

Call to Order

Dr. Hartsaw, Chairman, called the meeting to order at 5:00 p.m.

Mission Statement

Dr. Hartsaw read Campbell County Memorial Hospital's Mission Statement.

Vision Statement

Mr. Dunlap read Campbell County Memorial Hospital's Vision Statement.

Quality/Safety Brief

Dr. Hartsaw reminded the audience that hot weather is upon us and to think about what you are leaving in your vehicle.

Roll Call

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



Approval of Agenda

Dr. Wilkerson proposed moving Action Item #1, Medical Staff Appointments, to Item # XIII. Action Item #2.

Mr. Hite moved, seconded by Mr. Dunlap, to approve the agenda as amended. Dr. Hartsaw, Ms. Tarver, Mr. Hite, Mr. Dugan, Mr. Dunlap, Mr. Jackson and Mr. Todd voted aye. Motion carried.

Consent Agenda

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

Approval of Minutes

Minutes from the June 26, 2014 Board meeting (copy appended to minutes).

Administrative Policy Review

Three Administrative policies, Hospital Housing, Infection Prevention Program, and Travel and Education, Commitment, Request and Reimbursement (copy appended to minutes). **No motion required.**

Finance Meeting

Items requiring Board Action from the July 15, 2014 Finance Committee Meeting (copy appended to minutes).

Mr. Jackson moved, seconded by Mr. Todd, to approve the consent agenda as presented. Dr. Hartsaw, Ms. Tarver, Mr. Hite, Mr. Dugan, Mr. Dunlap, Mr. Jackson and Mr. Todd voted aye. Motion carried.

RECOGNITION ITEMS

Provider of the Month

Dr. Wilkerson, on behalf of CCMH, recognized Dr. Breck McCarty for being selected the Provider of the Month. Recognition was read as follows: July's CCMH Provider of the Month is Dr. Breck McCarty. Dr. McCarty joined the CCMH Medical Staff in 2008 as a Family Medicine physician and currently serves on the Medical Executive Committee. Dr. McCarty serves patients at McCarty Family Medicine and also provides care as a hospitalist at times for CCMH. As part of the WWAMI Program, Dr. McCarty attended Medical School at the University of Washington School of Medicine, and trained in residency in Rapid City, South Dakota at Rapid City Regional Hospital Family Medicine Residency. Dr. McCarty holds a Certification in Wound Care.

Becoming a physician seemed to be a natural choice for Dr. McCarty as she was growing up. She has had a passion for both science and helping people of all ages since childhood, so she followed this passion through to her career choice. Dr. McCarty loves the opportunity to provide care to a newborn as much as she loves caring for a person at the end of life, sometimes even in the same day, and sometimes even in the same family. The one aspect of Family Medicine



she loves the most is building a trust and bond with an entire family, and being able to care for each person as they age. Dr. McCarty's philosophy of building a trusting doctor-patient bond with each and every patient is vital to her core principles. She believes that listening is the key to building that bond and that when a patient feels heard, the trust and assurance of care follows.

The biggest change Dr. McCarty has seen in her practice is how medical care is provided across the continuum. With hospitalist programs increasing and the number of private practice clinics shrinking across the country, she feels some patients feel health care is less personal. She believes one of her most important duties as a primary care physician is helping patients navigate health care systems and to be more involved in explaining test results, diagnoses, and procedures to patients as they receive care from various providers. Dr. McCarty feels strongly that one of her major roles is helping patients advocate for themselves as they maneuver healthcare today.

Outside of providing care to her patients, Dr. McCarty loves spending time with her 3 year old son Jake and her husband, Craig. She has a broad range of interests outside of medicine from reading and relaxing outside to crafts and going out with friends. Travel is a big part of Dr. McCarty's life, most recently traveling to Maui, Lake Tahoe (on a Little Pink Houses of Hope Retreat for Women with Breast Cancer and their families), and Florida where she enjoyed Disney World with her family. Due to a diagnosis of Stage 4 breast cancer in February of 2013, Dr. McCarty does everything she can to make fun memories with her son every day so that he has the best memories of his mom.

Thank you Dr. McCarty for all you do for our community and for serving the people of Campbell County with excellent health care.

Administrative Recognition

Mr. Fitzgerald introduced Chelsey Petersen, Pioneer Manor Nurse Manager. Chelsey was hired by CCMH in February 2010 as a RN at Pioneer Manor. She transferred to Information systems in 2012 to work with Meditech implementation and recently transferred back to Pioneer Manor as Nurse Manager and is excited to be part of a great team. Chelsey has 2 bachelor degrees, one in human biology and a second in nursing. Her husband is a teacher for Campbell County School District and she has two boys, ages 4 and 1 ½ years.

Mr. Fitzgerald also introduced Paula Broeker, Ambulatory Clinics Clinical Manager. Paula Broeker, RN has been with CCMH for 10 years. She graduated from Mercy College of Health Services in Des Moines, Iowa with her nursing degree in December of 2000. Paula has worked as an Emergency and Trauma nurse for 12 years. In December of 2012, Paula transitioned to a Clinical Analyst position with Campbell County Medical Group. In January of 2014, Paula accepted the position as Clinical Manager for Campbell County Medical Group. Paula is married and has three daughters. In her free time, she enjoys sewing, crocheting and camping with her family.



PUBLIC QUESTIONS OR COMMENTS

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

EDUCATIONAL SESSION

My Health Home

Robin Ferguson gave a presentation on My Health Home, the new online patient portal. My Health Home offers patients quick and private 24-hour access to their inpatient hospital personal health information. Patients can view and share their personal health record related to hospital stays as well as lab and radiology services and have access to a list of their medications, allergies and some hospital outpatient services. In the future, CCMH will offer patients the ability to renew their prescriptions pulled from the patient portal. My Health Home allows patients to connect their family's records together. As the patient, you can give permission to allow other family members to have access to your medical record. To grant proxy access, the patient must present in person to the Medical Records Department to fill out the necessary paperwork granting other individuals access. CCMH has completed Stage 1 for Meaningful Use by providing patients the ability to view online, download, and transmit information about a hospital admission by obtaining more than 50 percent of all unique patients discharged from the inpatient or emergency department.

Hammes Company Facility Survey

Lindsley Witney, Steve Bishe and Derrick Walls from Hammes Company presented options for the best use of the 2nd floor shell space and alternative uses for the 3rd, 4th and 5th floors of the patient tower. Option A would put all acute inpatient services on the 2nd floor using the shell space and the existing bed tower. After remodeling, a 24 bed Med Surg unit would be located in the existing tower and the shell space would accommodate Women's Services and ICU. Option B would put all acute inpatient services in the 2nd floor shell and add a 3rd floor addition. The 2nd floor space would accommodate Women's Services and ICU. The 3rd floor new construction would accommodate 24 Med/Surg beds with shell space to accommodate an additional 8 bed unit for acuity adaptable beds. The total estimated budget for Option A is \$64,400,000 and Option B is \$66,100,000. A bed need scenario summary scorecard was presented that established Med/Surg needs 23 beds, observation 5, ICU 8, LDRP 10, BHS 5 and NICU 3. Board members were concerned that the amount of inpatient beds has decreased especially with the growth of the community. Hammes explained that patients are making different healthcare decisions than they have in previous years and length of stay has decreased as well. Mr. Fitzgerald stated that the Hospitalist program is in full gear and the census continues to fall. Dr. Hartsaw proposed a Board retreat in late August or early September to consider the master facility plan and other items as well.

Risk Management

Mr. Fitzgerald explained that CCH became a member of Volunteer Hospitals of America in 2005. In 2006, a group of 30 hospitals from Washington, Oregon, Idaho, Montana, Nebraska, Colorado, New Mexico and Wyoming broke away from VHA and formed Mountain States Healthcare Reciprocal Risk Retention Group, a self-insured professional and general liability group. Mr. Fitzgerald and Sue Ullrich have met with representatives from MSHRRRG and were



provided with a proposal for professional and general liability insurance coverage for CCH. MSHRRRG has an A- rating and currently has 20 members including Wyoming Medical Center and Cheyenne Regional. They offer similar coverage to our current coverage with a \$25,000 deductible and a potential first year premium savings of \$200,000. Mr. Fitzgerald recommends having MSHRRRG do a policy comparison to our current coverage as well as providing all renewal information to BW Insurance who is aggressively pursuing quotes from several traditional insurance companies. Mr. Fitzgerald recommends reviewing those quotes at the September Board meeting.

ACTION ITEMS

2014/2015 Strategic Plan

Mr. Fitzgerald reviewed the 2014/2015 Strategic Plan which was originally put together for the Board retreat in February. Updates have been made and the plan has been finalized.

Mr. Jackson moved, seconded by Mr. Dugan, to approve the 2014/2014 Strategic Plan as presented. Dr. Hartsaw, Ms. Tarver, Mr. Hite, Mr. Dugan, Mr. Dunlap, Mr. Jackson and Mr. Todd voted aye. Motion carried.

COMMITTEE REPORTS

Board Committees

Pioneer Manor

Mr. Todd reported the Pioneer Manor Advisory Board committee met July 14th. A local computer company is installing 3 Wi-Fi zones; the dining room, the fish tank area outside the chapel and in neighborhood 5 dining area. The installer donated 3 refurbished computers and the internet services and the Advisory Board is purchasing the routers.

Mental Health Advisory Board

Mr. Todd reported the June visits for Behavioral Health:

- 513 total outpatient psych visits.
- 1278 total clinician visits.
- 26 inpatient admits.
- 17 Kid Clinic BHS visits.

INFORMATIONAL ITEMS

Chairman's Report

Dr. Hartsaw asked Board members to submit unavailable dates to Ms Rehard in order to set a date for the Fall retreat.

CEO Report

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

Events in July

- July 10, 17 – Successful Sitters Babysitting class.
- July 10, 15 – Sports Screenings at the WORL Building.



- July 17 – Open House for the Cardiac Cath Lab from 3-6 p.m. with a ribbon cutting by the Chamber of Commerce at 4:30 p.m.

Upcoming events in August

- August 1 – Blood Drive in the 5th floor classrooms from 9 am – 2:45 pm. Call 688-1581 for an appointment.
- August 1 – CCH Annual Picnic. Employees, medical staff, volunteers and their families are invited. Gillette Fishing Lake Park, Pat Mueller shelter, beginning at 5 pm. Food served from 5:30-7:30 pm. Free fishing derby for kids under age 13.
- August 1 – Communication to the public begins to announce the adoption of the new name, Campbell County Health, including newspaper and radio advertising, television, video, billboard, direct mail and internal communication to employees.
- August 4-6 – Additional Sports Screening dates for youth athletes at the Kid Clinic. \$25 pp. Call 688-1539 to make an appointment.
- August 7 – Ask Andy at 3 pm in the 5th floor classrooms. An opportunity for employees to meet with the CEO.
- August 7, 14 – Successful Sitters Babysitting class \$25 pp. Call 688-6006 to register.

Other information

- A monthly Oncology outreach clinic begins July 18 in Newcastle with Dr. Keith Mills.
- A Patient and Family Advisory Council is being formed to provide feedback to Campbell County Health about the experiences of patients and families, and help evaluate and develop programs and patient materials. Applications are available online at www.ccmh.net/PFAC and are due August 1.
- OB GYN Specialists is hosting four WWAMI clerkship students through the end of the year. Student Chris Link began his rotation in July. WWAMI clerkship students have also been placed with Dr. Rodney Biggs and Big Horn Pediatrics.

Physician Recruitment

- Dermatology
 - Site visit 5/10-5/12.
 - Excellent feedback from interview participants.
 - Will bring candidate out for a 2nd on site interview.
- Family Medicine
 - Physician to commence practice at WIC in August 2014
 - Practicing 2012 WWAMI Physician
 - Site visit 7/21-7/24
 - Site visit for 2013 FM grad 2/28
 - Physician is exploring options in starting a solo practice or hospital employment
- Family Medicine/Sports Medicine
 - December 2014 Resident from Cleveland Clinic
 - Extended offer 7/16
 - Practicing WY Physician
 - Site visit 7/31 – 8/3
- Orthopedics
 - General Orthopedic Surgeon to commence practice in August 2014
 - Physician is in the credentialing process



- Extended offer of employment to Chief Navy Spine surgeon available 6/2015
 - Gillette remains in the top two places interviewed for Physician and family.
- Pediatric School Based Program
 - Pediatric trained PA from WI currently practicing in the ED of the Children's Hospital
 - Site visit 7/16-7/18.
- Physical Medicine and Rehabilitation
 - Experienced candidate from FL
 - Site visit tentatively scheduled for 8/4-8/8

Financial Report

Mr. Huber introduced Kim Johnson who was approved as the new Compliance Officer as part of the Consent Agenda. He noted that the HIPAA and Compliance Committees are being combined to streamline functions. Ms. Johnson will attend the monthly Finance Committee meeting.

Mr. Huber, reported the following:

- CCMH average daily census was 25 in June, versus a budget of 31.
- Pioneer Manor average daily census was 111 in June, versus a budget of 120.
- ER visits were 2.2% under budget and 3.8% above the level of a year ago.
- Walk-In Clinic visits were at budget in June.
- Net revenues were \$705k under budget.
- Gross revenue was favorable by \$808k with inpatient revenues \$282k under budget while outpatient revenues were \$1,091k over budget.
- Operating expenses were over budget \$440k in June.
- The June operating loss was \$1,639k vs. a budgeted loss of \$494k.
- Net gain was \$697k in June vs. a budgeted gain of \$918k.
- Cash increased by \$4,172k in June.
- Days cash on hand increased 10 days to 285 in June.

Patient Services Report

Ms. Deb Tonn, Vice President of Patient Care reported the following:

- The Cath Lab open house was today. Ms. Tonn thanked the Board for their attendance and support. The first STEMI patient was transported from "door to balloon time" in only 68 minutes. The standard of care is 90 minutes.
- The Sleep Lab recently received preliminary accreditation, and is one of only three accredited sleep labs in Wyoming. Dr. Fort is Board Certified in sleep medicine. This is a great community service and over 60 studies are performed each month.
- The Nursing Residency program completed its second year with 17 nurses, all still with CCH.

Human Resources

Mr. John Fitch, Vice President of Human Resources, reported the following:

- CCH is included in a trust with Campbell County and the City of Gillette. The trust covers



payment of life insurance, health insurance and vision insurance. The benefit of being in the trust is to hold down administrative fees. Gallagher Benefit Services is the administrator of the trust.

Facility and Plant Operations

Mr. Sorensen, Vice President of Facility and Plant, reported the following:

- The Legacy project is moving forward. Mobilization is underway and construction has resumed with earthwork underway and footings currently being set and poured in the basement area.
- Clinic Expansion – Foundations, floor slabs and structural steel have all been completed. Framing, drywall installation, rough electrical, rough plumbing, and HVAC are currently being worked on in the interior of the building. Precast panels have been evaluated and will be corrected after windows are installed. Underground utilities have been installed in the parking lot and curb and gutter has begun being poured.
- Radiology Expansion – Structural steel has been erected and precast panels are currently being installed. Interior framing in the existing shell space. HVAC demolition and installation is also underway.
- Cath Lab construction – Construction is complete and an open house was held today for staff and the public.
- Pharmacy renovation – Construction is complete and the request for final inspection has been submitted to the State. Upon acceptance from the State, the State Board of Pharmacy will inspect as well.
- Dialysis Roof replacement – Roof repair and replacement is currently underway.

EXECUTIVE SESSION

The regular meeting recessed into Executive Session at 7:30 p.m.

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

ACTION ITEMS

Proposed FY 14-15 Budget

Mr. Dalton Huber presented the proposed Campbell County Memorial Hospital Budget to the Board and the community for fiscal year 2015.

Revenue and Expenses

Net patient service revenues	+16.11%
Operating revenues	+15.17%
Total Operating expenses	+10.09%
Operating income/loss	-36.78%
Non-Operating gains/loss	-4.73%
Revenue & Gains in excess of expenses	+158.50%

Net Income / (Loss)

Operating gains/ (losses) (Net of



Campbell County Health

Excellence Every Day

Tax Revenue and Non-Operating Gains)	(9,265,247)
Tax Levy	16,200,000
Non-Operating Gains/Losses	504,446
Net Income/(Loss)	7,439,199
EBIDA	22,994,589

Average Daily Census

Average Daily Census	28
----------------------	----

Uncompensated Care

Bad Debt & Charity Care	21,346,059
Revenue Deduction	91,197,127

Mr. Jackson moved, seconded by Ms Tarver, to approve the Fiscal Year 2014-15 Budget as presented. Dr. Hartsaw, Ms. Tarver, Mr. Hite, Mr. Dugan, Mr. Dunlap, Mr. Jackson and Mr. Todd voted aye. Motion carried.

Medical Staff Appointments

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

New Applications:

Provisional Active:

Department of Medicine

Ryan Noonan, MD

Family Medicine / Ambulatory

Department of Surgery

Stanford Israelsen, MD

Orthopedic Surgery

Dr. Hartsaw, Ms. Tarver, Mr. Hite, Mr. Dugan, Mr. Dunlap, Mr. Jackson and Mr. Todd voted aye. Motion carried.

Provisional Review:

Courtesy

Department of Medicine

Benjamin Ross, MD

Pediatric Neurology

Reappointments:

Courtesy:

Department of Medicine

Garry Becker, MD

Family Medicine – Ambulatory

Mark Dowell, MD

Infectious Disease

Robert Finley, MD

Sleep Medicine

Ghazi Ghanem, MD

Infectious Disease



Campbell County Health

Excellence Every Day

K. John Heilman, MD
Raoul Joubran, MD
Kent Katz, MD
Phillip Krmpotich, MD

Cardiology
 Gastroenterology
 Gastroenterology
 Gastroenterology

Department of Surgery

James Haden, MD
Todd Hansen, MD
John Stamato, MD
John Roussalis, MD

Urology
 Urology
 Radiation Oncology
 Plastic Surgery

Department of Maternal / Child Health

Chad Best, MD
Kyle Kusek, MD
Shelley Shepard, MD

Pediatric Gastroenterology
 Pediatric Gastroenterology
 Gynecology

Dr. Hartsaw, Ms. Tarver, Mr. Hite, Mr. Dugan, Mr. Dunlap, Mr. Jackson and Mr. Todd voted aye. Motion carried.

Courtesy – Telemedicine:

Department of Medicine

Richard Jensen, MD
Edward Zawada, MD

IM/Nephrology
 IM/Nephrology

Dr. Hartsaw, Ms. Tarver, Mr. Hite, Mr. Dugan, Mr. Dunlap, Mr. Jackson and Mr. Todd voted aye. Motion carried.

Limited Health Care Professional:

Department of Surgery

Robert Barelman, DDS
Necktaros (Nick) Bouzis, DDS
John Naugle, DDS
Roxanne Peters, PA-C

Dentistry
 Dentistry
 Dentistry
 Orthopedic Surgery

Dr. Hartsaw, Ms. Tarver, Mr. Hite, Mr. Dugan, Mr. Dunlap, Mr. Jackson and Mr. Todd voted aye. Motion carried.

EXTENSION REQUESTS – 30 Days

Traci Voss, PA-C
John Pickrell, MD
Adrian Fluture, MD
Oleg Ivanov, MD
Michel Skaf, MD

Wesley Hiser, MD
Robert Novick, MD
Allan Wicks, MD
Roy Paulson, DDS



Dr. Hartsaw, Ms. Tarver, Mr. Hite, Mr. Dugan, Mr. Dunlap, Mr. Jackson and Mr. Todd voted aye. Motion carried.

60 Days
Daniel Allen, DPM

Dr. Hartsaw, Ms. Tarver, Mr. Hite, Mr. Dugan, Mr. Dunlap, Mr. Jackson and Mr. Todd voted aye. Motion carried.

RESIGNATIONS TO NOTE:
Roxanne Peters, PA-C Effective September 15, 2014

EXECUTIVE SESSION

The regular meeting recessed into Executive Session at 8:30 p.m.

The regular meeting reconvened at 9:03 p.m.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:03 p.m.

The next regularly scheduled Board meeting is August 28, 2014, at 5:00 p.m. in Classroom 1.

Randy Hite, Secretary

Ellen Rehard, Recorder