

Board of Trustee Minutes

July 31, 2018

In attendance: Anita Taylor, Chair; Shane Roe, Vice Chair; Dan Chadwick; Dave Obermeyer; Bill Butticci; Mark Maxfield; Judy Barbera; Brad Turpen, CEO; Mike Cummings, HR; Sarah Phipps, Quality; Ben Gann, HR Assistant; Dr. Bill Vetter; Guests: Mark Rekow, Commissioner; Tahja Jensen, County Attorney, Dave Shaw, Past Chair

I. CALL TO ORDER – 7:04 AM by Anita Taylor, Chair

II STANDING AGENDA ITEMS

A. Consent Agenda –

1. Anita welcomed Commissioners and Board Members. The attendees introduced themselves in an around-the-table roll call.
2. Minutes for the June meetings of PICC, Finance Committee and Board and the May Minutes of the Planning Committee were presented to the Board.
 - a. Motion to approve the Consent Agenda was made by Anita Taylor and seconded by Dave Obermeyer. Unanimously approved.

B. Public Comment Period –

- Shane Roe shared on the Sports Physicals being conducted on the Aug. 7th. This is a great benefit to the community and saves families the cost of these physicals. Also required this year is a base line concussion screening. Valor Health, is providing both at no cost to the student athletes.

C. Privileging – Ben Gann/Mike Cummings

1. The following individuals were presented to the Board for privileging
 - a. Des Reid, PA
 - b. Kristy Rowberry, CRNA
 - c. Brock Wolfe, CRNA
 - d. Monica Vernon, PA – returned for more information.
 - e. Dr. Trent Giles – returned for more information.
2. Motion to approve those ready for approval was made by Anita Taylor, seconded by Dave Obermeyer. Unanimous approval.

D. Finance Committee – Judy Barbera/Brad Turpen

1. Auditor Selection of RFP*
 - a. Invitations will go out to firms we think would be a good fit with Valor. Tahja requested we add language to ensure the vendor has no conflict of interest with Gem County.

Action Item: Brad will revise and distribute.

Motion to approve **with the addition of “have no conflicts with Gem County”** by Dave Shaw, seconded by Shane Roe. Unanimously approved.

2. Accounts Receivables / Payable
 - a. Inpatient services increased
 - b. Swingbed use was also increased.
 - c. More efficient coding processes enable Valor to receive revenue sooner.

- d. Medicare settlement has not been received.
 - e. Bonus plan proposed will cost approximately \$2,000 but will increase revenue.
 - i. Reception?? and Coders have the opportunity to earn bonuses depending on improvements to AR days.
 - ii. Bonuses range from \$100 - \$250.
 - f. Suggestion was made to have a flow chart showing what happens between service and billing.
3. Financial Discussion
- a. Revenue in July was down, but margin was kept positive by managing expenses.
 - b. When costs exceed our income, CMS will supplement. The opposite results when our income exceeds our costs. Then CMS will lower our cost-based reimbursements.
 - c. Clinic is going well. Waiting on flooring for new section. Looks like a completion date of September 1st.
 - d. Bad Debt/Charity – discussed impact on revenue
 - i. Bad Debt: Patients have resources, don't qualify and don't pay
 - ii. Charity: Patients don't have resources
 - iii. Often, patients won't fill out forms qualifying them for charity.
4. Dashboard was discussed.
5. FY19-20 Budget (Operating & Capital)
- a. Fiscal Year 2019 Operating Budget was presented. FY2019 Capital Budget of \$400,000 was presented.

Motion to Approve Operating and Capital Budgets by Dave Shaw, seconded by Shane Roe. Unanimously approved.

- E. Performance Improvement Committee – Dave Shaw
- 1. Quality dashboard – reviewed dashboard of important organizational quality measures. Still a work in progress. Dave asked for suggestions from Board.
 - 2. DNV was here last week.
 - a. Brad – This survey was incredibly thorough--in depth. The preliminary report identified sixteen (16) non-conformities. We agreed with their findings and saw where we should be doing better.
 - b. The teams know what the actions are, how to remedy and have started with solving the non-conformity findings.
 - c. Sarah Phipps added that Quality is working to stay on top of resolutions to any corrective action plans and implement solutions.
 - d. Contract management by the Board was one of points they thought we could improve. They recognized the progress we made, just didn't think we had completed the process far enough.
 - e. Mike Jeppsen is scheduling meetings with all the identified areas. Sarah sent out an email laying out a time frame. Once we receive the DNV Report next week, we have 10 calendar days to comply with their findings – and let them see our resolutions.
 - i. ISO compliant survey may have been included which would be a great achievement.

- f. Members of the DNV survey team will be physically onsite in 45-60 days to review two of the non-conformities.
 - g. DNV team was very impressed with the handling of complaints. The letters sent out to those unhappy patients are personable and compassionate.
- F. Planning Committee – Shane Roe
- 1. Committee Report – reviewed planning committee dashboard. Making progress on key initiatives.
 - 2. 2019-2021 Strategic Planning Session Workshops during the last 2 weeks of August.
 - a. October 1st is our goal for completion of the 2019-2021 Strategic Plan

ACTION ITEM: Brad will set up planning workshops, including a survey monkey to determine the best days.

- G. County Commissioners
- 1. General Update – Bill Butticci
 - a. Budget hearing – Aug 27th, 6 PM.
 - b. Courthouse basement construction is getting near completion. Meeting room will be open to the public.
 - c. Proud of the hospital and increased cash flow.
 - d. Haven't heard any complaints.
 - 2. Mark Rekow –
 - a. Hard to stay ahead of the growth.
 - b. Trying to increase parking.
 - c. Concerned with security.
 - 3. Mary Secor Trail Signage – reviewed attachment displaying signage script.
 - a. Went before the planning committee.
 - b. Grant for 2 signs with stands is approximately \$800. Needs to be closed by Aug 15th.
 - c. Addition of logo for Premier Trucking – they trucked in the gravel for free.

ACTION ITEM: Brad will ask Staci to do a 1-picture and 3-picture version with addition of logo.

- 4. Economic Development Committee –
 - a. Need person for County and City Development.
 - b. Nate volunteered \$2,500 toward efforts, which is included in our budget.
- H. Medical Staff – Dr. Sebastian (absent)
- I. Valor Medical Group – Dr. Vetter
- 1. General Update
 - a. Talked about who covers the patient... ED or FP.
 - b. Dr. Ondler is stepping down from his elected position of President due to family constraints. Medical Staff is working on a replacement.
 - 2. Physicians doing ok. Dr. Giles, Family Practitioner, starts September 1st.
 - a. Big push on growing his practice quickly.
 - b. Meeting with community groups.
 - 3. Medical Group Administrator position in the works.
 - a. 3 good candidates – approximate start on Oct 1st
- J. Board of Trustees –
- 1. Trustee Scripting – reviewed an attachment with suggestions on how to converse with the employees and/or community regarding Valor Health.

K. Administration – Brad Turpen

1. General Update
2. FY18 Strategic Plan Review - Discussion regarding the plan was held during the planning committee update.
3. Benefit to Community: Service Line Project
 - a. Brad presented information outlining the business model in more detail for the Board and Commissioners, including a discussion that focused on Valor surgical services available to patients in Gem County.

III. NEW BUSINESS

- A. Executive Session – NA

IV. ADJOURNMENT

- A. Meeting was adjourned at 9:06 AM by Anita Taylor, Chair.
- B. Upcoming Meetings
 - Evening Meeting planned for Aug. 2, 2018, was cancelled. Planning workshops will replace this meeting.
 - Board of Trustees, Aug. 28, 2018, 7:00 AM, Fernlee Conf. Room