

**BOARD OF TRUSTEES MEETING
TVHC Board Room
WEDNESDAY, JUNE 23, 2010**

Trustees Present: Michael Whitfield, Deborah Ray-Malheiro, Bob Benedict, Janine Jolley, Chris Larson, Aaron Hansen, Steven Dietrich, Robert Emerson (by phone)

Ex-Officio Present: Virgil Boss

Guests: Jeff Daniels, Jake Erickson

Minutes Recorded by: Marni Vasseur

Meeting called to order by Michael Whitfield, Board Chair, at 5:34 pm.

CHANGES / ADDITIONS TO THE AGENDA:

J. Jolley said she will not report on staff services until August. Staff services committee only reports quarterly.

B. Benedict asked for the board membership discussion regarding Deborah Ray- Malheiro's membership to continue. M. Whitfield said they would discuss board membership after the CEO Report.

● **MOTION:** B. Benedict moved to add Board Membership discussion to the agenda after the CEO report. Motion seconded by J. Jolley and carried unanimously.

MINUTE APPROVAL:

● **MOTION:** B. Benedict moved to approve the 5.26.10 minutes as amended. Motion seconded by D. R-Malheiro and carried unanimously.

CEO REPORT: SEE ATTACHMENT

V. Boss presented his report, see attachment for details.

M. Whitfield requested a monthly report on procedures for specialty physicians. (Item 4 on CEO Report)

Emerson requested a quantitative report from BMH on consulting hours. (Item 9)

A revolving list for purchases will be discussed with the Finance Committee and the Foundation.

The president from the Idaho Hospital Association reported that the Medicaid payments that had been on hold will start coming in next week. This will bring in approx \$150K in accounts receivable during July.

The Medicaid payment hold will be lifted around June 28. Medicaid had stopped paying claims around the first part of May.

BOARD MEMBERSHIP

Vice Chair D. Ray-Malheiro announced last month that she and her husband have bought a home in Alta, WY. Her status as a Wyoming resident will make her ineligible to serve as a board member.

D. R-Malheiro reported that she will serve on the board for another month.

The board continued their discussion of taking to board to 9 members or keeping the number of members at 7 after Malheiro's tenure ends.

● **MOTION:** B. Benedict moved to keep Deborah Ray-Malheiro as an ex-officio member after her Board membership ends. Motion seconded by S. Dietrich and passed unanimously.

S. Dietrich asked who would be vice chair after Malheiro leaves. He added that the board members all work well together and suggested that it may be a good time to keep things as they are.

M. Whitfield suggested that the "timeout" would be the time that they spend recruiting. He believes that a broader representation has merit. Whitfield added that it could be months before they find new members.

S. Dietrich brought up the point that if the board loses one member, they will be down to only 6.

C. Larson said that the board needs a voting member that is an MD.

M. Whitfield said that they may need to formalize the process of recruiting new board members. He said that they need to be proactive in recruiting a qualified person.

C. Larson agreed with taking the number of members to 9 but said it is challenging to get the right person. All agreed to actively grow the board to 9.

V. Boss also agreed saying that with a larger board, the committee responsibilities can be covered as well as absences or vacations. Boss stated that he would like a doctor as a voting member. He added that the Foundation is a good area to create future board members.

M. Whitfield said that the hospital is still in recovery mode and that the committees have much work to do. He would like to make recruiting an agenda item.

● **MOTION:** B. Benedict moved to make the TVH Board a 9 member board. Motion seconded by A. Hansen and passed unanimously.

STRATEGIC PLAN: SEE ATTACHMENT

M. Whitfield summarized ideas from each area. Board members made suggestions.

The board discussed duplication of goals in some areas but they agreed that the duplications need to be addressed in more than one area. Their strategies would differ from one department to the next depending on how the goal pertains to each department.

M. Whitfield said that a 3-5 year plan with an annual review needs to be established. Higher level goals are aspirational but deliverance of strategy is more immediate. The board wants to see an annual action plan, with objectives and strategies.

D. Ray-Malheiro said that operations would come up with a plan and the board would approve their plan or strategy.

M. Whitfield concurred, saying that he is comfortable with entrusting the staff to come up with operational strategies.

Emerson asked if the board would reconsider OB and home health at TVHC.

M. Whitfield said it was addressed at the Strategic Planning Retreat and is an objective in the area of scope of services.

D. Ray-Malheiro said that the board would look at women's health services first then perhaps grow into OB services. The issue is that OB is not going to support the hospital but may be a long term goal when we are closer to financial stability. Malheiro said that the board did not address home health/hospice but it would be worth reevaluating.

D. Ray-Malheiro said that electronic medical records needs to be part of the strategic plan.

M. Whitfield said this would go under organizational development.

D. Ray-Malheiro suggested putting one specific board member on the task of electronic medical records.

M. Whitfield said that he and V. Boss would work on this strategy and that he and D. Ray-Malheiro would finalize the plan.

● **MOTION:** C. Larson motioned to approve the strategic plan as amended. Motion seconded by J. Jolley and passed unanimously.

Organizational development and communications changes would be made.

BUDGET PROCESS FOR FY 2011: SEE ATTACHMENT

V. Boss reported on the budget process saying that by the end of the following week we should have a summary of the entire budget and a revised capital list. Monday, we will have the ambulance district budget to present to the county. On July 7th we will submit the first draft of budgets for all departments. They will go to the finance committee and then be submitted to the county.

Currently, there are no new lines of business that will pay for the capital expenses that we need. Only IV therapy is new income. In terms of visiting specialist revenue, it is not safe to assume that we will expand income at this time. This area needs more development.

As far as salary cost, we will be able to show a reduction due to cross training, revenue cycle training, etc. Our medical plan cost has increased 20% per year and will continue to do so. The Hospital Co Op will present a self insure option that will be looked into.

Operating profit of 2% is favorable. We are looking at our pricing compared to other hospitals. We seem to be in line with other hospitals and with the economy at this time. We looked at rates again to make sure we did not miss any places of income or services pertaining to Chargemaster price increase.

M. Whitfield asked S. Dietrich about specialty services. He stated that he is still frustrated with the lack of revenue in this area. He asked if there should be a budget item for specialty services and stated that there are no objectives for specialty services at this time.

S. Dietrich suggested making specialty services a line item on the income statement so we can see what is happening each month.

D. Ray-Malheiro wanted clarification asking if this would require S. Dietrich to budget at the revenue level but not expenses.

S. Dietrich said there is operating reporting that should be done in order to help clarify how this area is operating.

FINANCE REPORT : SEE ATTACHMENT

Blaine Ripplinger reported on financials. See attachments for details.

FINANCE COMMITTEE REPORT: SEE ATTACHMENT

Steve Dietrich reported that we have sent \$300,000 to ARS (Accounts Receivable Systems) for collection efforts. The soonest we would see this revenue is 6-7 weeks.

We have not tried to recover old A/R that is past 120 days due to IT interface issues. We don't want to send the same person to both collection agencies. One agency is for the clinic, one is for the hospital, we have to specify which agency to use for each patient bill and will need to adjust the data base before we send these to collections.

J. Jolley asked at what point will the hospital stop sending bills for old A/R.

V. Boss replied that we are obligated to bill for visits that have not been billed yet.

J. Daniels added that insurance companies will usually deny the claim after 1 year but that patients should pay their co ins and co pays anyway.

AMBULANCE BUDGET: SEE ATTACHMENTS

V. Boss reported that we are trending toward an operating loss for ambulance business. If it goes according to budget, we would break even for next year. 80% of TVHC patients come in via ambulance which brings a lot of experience for our EMTs. They also offer coverage at the hospital during night hours. Boss said he would like board approval to submit to the county.

● **MOTION:** A. Hansen moved to approve the budget for the ambulance district and forward it to the county. Motion seconded by S. Dietrich and passed unanimously.

MED STAFF RELATIONS:

Chris Larson reported that the committee had put together roles and responsibilities and that they are now out for review.

MEDSTAFF APPOINTMENTS:

V. Boss reviewed the med staff bios for provisional appointments and re appointments. L. Piquet was called away for an emergency.

● **MOTION:** D. R-Malheiro moved to approve the “provisional appointments” and “re-appointments” in the med staff bios. Motion seconded by C. Larson and carried unanimously.

Studer Pillars Report: D. R-Malheiro reported on Studer Pillars, see attachment.

QUALITY SERVICE COMMITTEE:

Deborah Ray-Malheiro reported that the QS Committee is meeting every other month. She will have 3rd quarter utilization stats at the July meeting.

COMMUNITY RELATIONS:


R. Emerson reported that there had been no Community Relations meetings in May or June due to the considerable amount of time spent on the levy discussions. The Community Relations Committee will meet in July for follow up on the Employee Engagement Survey and the Strategic Plan.

STAFF SERVICES COMMITTEE:

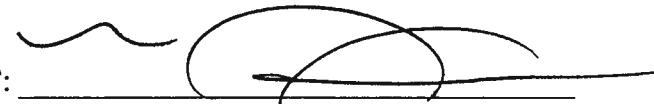
Janine Jolley reminded the board that she will only report quarterly on Staff Services. Her next report will be in August.

● **MOTION:** B. Benedict moved to adjourn the meeting. Motion seconded by J. Jolley and carried unanimously.

Meeting adjourned at 7:57 pm.



Michael Whitfield, Chairman

ATTEST: 

Marni Vasseur, Executive Assistant