



Committee: Board of Trustees Monthly Meeting - Public Session

Meeting Date: March 26, 2020

Minutes Prepared By: Shannon Stec, Executive Assistant

Members Present: (all phone)	Members Absent:	Others Present: (all phone)	
Cynthia Hogan, Chair		Paul Beaupre, CEO	Marsha Sensat
Mike Tennican, Treasurer		John Kren, COO/CFO	Tom Lubnau
Linda Aurelio, Secretary		Tom Hallberg,	Jim Johnston
Joe Albright		JHN&G	Lisa Dayton
Bruce Hayse, MD		Richelle Heldwein	Alisa Lane
Scott Gibson		Marc Domskey, DO	Karen Connelly
Sue Critzer		Thom Kinney	Marty Trott, MD
		John Goettler	Lance Spranger
Board Advisors Present:		Morgan Gurney	Collin Smith
Bill Best		Sherry Simpson	Blair Christy
Dave Robertson			Nick Healey

Call to Order

The public board meeting was called to order at 4:01 p.m. by Chair Cynthia Hogan.

Approval of Minutes

Ms. Hogan asked for any questions or changes to the minutes of February 24, 2020.

A motion was made by Linda Aurelio to approve the minutes of the February 24, 2020 Board of Trustees regular meeting, the motion was seconded by Mike Tennican, and the motion passed unanimously.

Comments from the Chair

Ms. Hogan started by thanking Dr. Beaupré, all the staff of St. John’s Health, and the St. John’s Health Foundation for everything they have done over the past few weeks. Thank you to Dr. Beaupré for his leadership not only within the hospital but within the community, it has been astounding. The community has expressed total confidence in Dr. Beaupré as a leader and we truly believe that the work he has done preparing the community for the COVID-19 outbreak has and will save lives. We want to thank the community for all they are doing to help mitigate the spread of the virus by staying home and following precautions in place. Ms. Hogan also thanked the staff for coming in everyday, realizing that coming into work every day is not an easy choice for them or their families. The work the foundation has done in the last few days is absolutely amazing.

We will focus on COVID-19 at today’s meeting and in light of that have decided to cancel our guest speaker who was scheduled to present.

CEO Report

COVID-19 Update

- COVID-19 has spread globally and there are currently several hot spots in the United States including New York, New Jersey, California, Washington, Michigan, Florida, and Illinois
- The virus is affecting many of the areas around us including Sun Valley which has been particularly hard hit.
- As of this morning, the United States has seen approximately 70,000 cases with 34,000 of those being in New York. Italy currently has 75,000 cases and China, where the virus began, has 82,000 cases.
- Dr. Beaupré shared regional numbers of the virus, including those in Wyoming, Idaho, and Utah. We currently have seven cases in Teton County, three of which have shown community spread. All seven patients so far are on the road to recovery.
- We have been preparing for COVID-19 and have setup several different tools, protocols, and resources to help us handle any patients. We have implemented a daily incident command, setup a nurse triage line, enlisted Home Health to do testing swabs at homes, increased our telemedicine usage and capabilities, and implemented test swabbing with a doctor's order at a temporary tent that is now setup in the parking lot. In addition, we are focusing on PPE preservation, monitoring supply chains, placing restrictions on visitation to the hospital and Living Center, and doing temperature and symptom monitoring of employees and visitors.
- We took the drastic step very early on to close all visitation and non-essential traffic into the Living Center. Understand that this is not a step that we took lightly, but we are incredibly thankful we did. We also asked the Senior Center from early on to stop all social events to prevent any spread of the virus. They have been very cooperative in our request and the town has been very helpful in ensuring the senior community has access to meals.
- St. John's has sent out 96 tests and currently has received 30 results back.
- Our staff are heroes, as are all healthcare workers, for the work they are doing.
- Currently all of our tests must go to a state run laboratory for processing. We saw the state lab overwhelmed for a while and test results were taking 7-10 days to be reported. Tests are now taking about 2-3 days for results. We purchased a new machine recently that allows us to test for 21 respiratory-like illnesses that mimic COVID-19 symptoms and the test turn-around time is about two hours. We are hoping within about two weeks time that this machine will also be able to test for COVID-19 and significantly reduce the time to get test results. We have also been told by the manufacturer of our flu tests that they will soon be able to provide us with COVID-19 tests that we'll be able to run onsite as well.
- We are also exploring antibody testing. Antibody testing will tell us if someone has had COVID-19 as well as if they have developed antibodies for the virus that would provide them immunity. We don't currently have a funding source for this type of testing as it is not FDA approved. We hope to be able to answer some questions about this type of testing and possibly offer it sometime in the future.

Quality

- We have received word that we were once again named to Chartis Group's Top 100 Rural Hospitals in America.
- Women's Choice recognized us as a Top 100 Hospital in America for Patient Experience.

Sage Living

- We had some snow earlier this month that did slow the project down slightly.
- Idaho has recently issued a 21 day "shelter in place" order and since some of our workers live in Idaho we have seen a loss of some of our workforce. The CEO of GE Johnson has assured us that some other construction jobs are slowing down and he reasonably believes he will be

able to take workers from those jobs and put them on our project.

Final Thoughts

- We do have a significant surge capacity, meaning we stand ready to take care of many more patients.
- We have had many questions about the number of ventilators we have as well as if we have the staffing capability to run the ventilators. Through the generosity of the foundation we have been able to purchase additional ventilators and in addition to our 14 highly-trained ICU nurses we have 84 nurses with previous experience who we will retrain and educate on current ICU practices. We also have multiple doctors and mid-levels who have experience on ventilators and can support our nursing staff.
- As a community we need to continue to do what we are doing – self-isolating, staying at home, reporting symptoms early, etc.
- Thank you so much to the community for their support. We have meals showing up for our staff, community members sewing masks, donations, and a myriad of other things that are being done in support of the hospital. It is remarkable to see the teamwork and this will help us come out of this challenging situation.

Dr. Beaupré asked for any questions.

Joint Compliance and Quality Committee – Ms. Critzer gave the report from the March 23, 2020 meeting.

Dr. Marc Domsy gave the Credentialing Report and noted there were no issues or concerns from the committee. Dr. Domsy pointed out that Dr. O'Ann Fredstrom who has provided psychiatric services to the hospital and community for many years is going on honorary staff. Dr. Fredstrom has been a great asset and will continue practicing in the community but will now be an honorary staff member.

Ms. Hogan moved to approve the Credentialing Report as presented. Mr. Gibson seconded the motion. The motion passed unanimously.

The full Credentialing Report appears in Appendix A.

Dr. Domsy commented that the medical staff is fully ready and prepared for COVID-19 and many contingency plans have been put into place.

Ms. Hogan asked for any comments or questions.

Ms. Critzer noted the Physician Gifts and Stark Policy. Ms. Heldwein gave an overview of the policy and noted that it's a federal law. The guidelines are very stringent about what we can and cannot do in terms of gifts for our physicians. Dr. Hayse asked Ms. Heldwein to define physicians covered in the policy. Ms. Heldwein replied that it includes all physicians: employed, non-employed, those being recruited, etc.

Ms. Critzer moved to approve the Physician Gifts and Stark Policy as presented. Ms. Aurelio seconded the motion. The motion passed unanimously.

Ms. Critzer asked Ms. Heldwein to do a brief overview of the IT security assessment that was reviewed at the meeting. We have an outside company that comes in annually and does a very in depth audit of

our IT systems and the security of our patient information. We get a very detailed report after the assessment and then our CIO, Lance Spranger, ensures that all recommendations are reviewed and implemented. The majority of items in the report were things that needed to be secured in policies. The assessment was done in December and presented to JCQC this month.

Ms. Heldwein asked for any questions on the assessment.

Finance, IT and Facilities Committee – Scott Gibson reported on the committee meeting of March 24, 2020. February was nearly on budget with inpatient revenues being down but outpatient revenues being up. We are about at breakeven for the year in operating profits and about \$1-2M off on cash flow for the year-to-date. We staffed up in March for our COVID-19 response, which has been expensive. We have temporarily stopped doing elective procedures which we expect will significantly impact our revenues and cash flow for April and May. We feel this move is in the best interest of the community and we are hopeful that we have the cash reserves to absorb this decision.

The committee did a review of the IT assessment including new procedures and equipment. The committee also reviewed the Bad Debt Policy with no changes or issues. The committee met two extra times during March to discuss a real estate transaction and that transaction was discussed today in executive session. The committee fully supports the real estate transaction.

Mr. Albright moved to approve the Bad Debt Policy and the hospital entering into the real estate transaction discussed in executive session and authorized CEO, Paul Beaupré, and COO/CFO, John Kren, to execute all necessary documents. This motion was seconded by Ms. Hogan. The motion passed unanimously.

Strategy, Development and HR Committee – Ms. Hogan discussed topics from the March 23, 2020 meeting. The committee met twice during the month. In early March the committee met to review and discuss the strategic plan that the administration has put so much time into developing. The committee looked at the capital investments planned and made some suggestions in terms of prioritizing those. It was our intention to bring the plan to the full board for approval today but by the time the committee met two weeks later so much had changed in the financial landscape and investments needed for COVID-19 that it no longer made sense to bring the plan forward. We anticipate bringing the plan to the full board in the near future. The administration has used the four pillars to work on developing our next strategic plan: quality, community, employees, and sustainability. At the committee's second meeting the group focused on areas for strategic investment over the next three years.

Ms. Hogan asked for any questions.

Governance Committee – Ms. Aurelio gave a brief report from the committee meeting of March 24, 2020. The board is 99% of the way complete on their action items from the board retreat. Thank you to everyone for their input and work on the action items. We will review these items at our next retreat this coming fall.

The board orientation book has been revised and is now ready for distribution to any new board members or advisors. The revised book is much more straightforward.

Chief Nursing Officer Update – Ms. Hogan asked Marsha Sensat, Chief Nursing Officer, to give the board an update from the clinical side of the hospital. Our nurses are extraordinary and come from all over

the country with vast amounts of experience. We are currently preparing to sharpen many of our nurses' skills with online courses and hands on training. We will bring all of them up to speed on our current ventilators as well as the new ones we have purchased. These nurses will be ready by the end of next week and all of them are excited and ready to help on the frontline. We have spent a great amount of time planning for the care of our patients, both COVID-19 related and non-COVID-19 related. We have staged three levels of care for our COVID-19 patients and those plans have been shared with our physicians. We are ready to go to take care of our community.

Foundation Report – John Goettler gave the foundation report. Last week the foundation board voted to create the COVID-19 Employee Response Fund with a focus on assistance to our St. John's Health staff and their families. This fund was seeded with \$50,000 in unrestricted funds and then was quickly doubled with contributions from the community. The fund has already distributed funds to 14 employees and there are several more requests coming in. This past Monday the foundation board approved the purchase of two ultraviolet disinfecting machines at a cost of approximately \$193,000. Through the generosity of one donor this entire purchase has been funded. Today the foundation board voted to expand the scope of the COVID-19 Employee Response Fund to acquire capital equipment and supplies to help keep our patients and staff safe. With the expansion of the fund the foundation board voted to purchase an additional ten ventilators at a cost of \$188,000. We have a donor who has agreed to donate \$100,000 to this purchase if we are able to secure the additional funds.

We are so grateful to the St. John's staff for their ongoing commitment to keep the community healthy and safe. The foundation phone is ringing off the hook with members of the community looking to support the hospital.

Mr. Gibson thanked the foundation.

Old Business – No old business.

New Business – Ms. Hogan asked Tom Lubnau to give an update on the senior healthcare districts that we discussed last year. The governor has signed and rolled out Bill No. 21 which is the Senior Healthcare District Statute that allows communities to vote to form a new special district that can tax up to two mills. The purpose of the special district is to provide healthcare to a person who is at least sixty years of age, a disabled adult who is at least eighteen years of age, or a person with medical or behavioral health care needs by a facility licensed by the state of Wyoming to provide home health care services, assisted living programs, skilled nursing facilities, nursing homes, hospice services, residential care homes, and other related services. This is a tool that allows communities to support their senior citizens by voting in a tax and setting up a special district.

Ms. Hogan thanked Mr. Lubnau and noted this is a tool that we should be aware of and familiarize ourselves with.

Public Comment – No public comment.

Next Meeting

The next regular monthly meeting will be Tuesday, May 26, 2020. Public session will be held at 4:00 p.m., executive session will be held at 3:00 p.m. This meeting will be Webex only.

Adjournment

Ms. Hogan adjourned the meeting at 4:56 p.m.

Respectfully submitted,
Shannon Stec, Executive Assistant

Appendix A

Initial Appointment Applications

The Credentials Committee and Medical Executive Committee reviewed and recommends approval of the following initial appointments from April 1, 2020 to March 31, 2021:

- A. Cooper, Laura, MD; Active- Provisional; Plastic Surgery • JCQC was notified this provider has been in contact with the Plastic Surgeon on staff and an appropriate ER call schedule has been created.
- B. Moretti, Paolo, MD; Active- Provisional; Neurology
- C. Kappenman, David, MD; Active- Provisional; Family Medicine • Claims History/NPDB Report was reviewed by those present with no concerns noted.
 - Clarification regarding requested clinical privileges associated newborn privileges and moderate/deep sedation received and provided to the Credentials Committee members for review with no concerns noted.
 - Written explanation regarding hospital affiliation omissions found on the initial application received and provided to the Credentials Committee members for review with no concerns noted.

The Credentials Committee and Medical Executive Committee reviewed and recommends approval of the following initial appointments from May 5, 2020 to March 31, 2021:

- D. Rizner, Amanda, CNM; Allied Health Professional; Nurse Midwife • Supervising Physician: M. Lofaro, MD & S. Roberts, MD
 - Provider malpractice certificate effective May 5, 2020, recommendation to approve on that date with an end date of March 31, 2021.

Three Year Reappointment Applications

After review of the reappointment file, including OPPE information, the Credentials Committee and Medical Executive Committee recommends approval of the following reappointments from April 1, 2020 to March 31, 2023:

- A. Bair, Ryan, MD; Active; Oncology • Medical Staff Dues received, informational
- B. Blue, Brent, MD; Active; Family Medicine • Provider was granted a 2 month reappointment in January 2020 meeting cycle, pending receipt of background check report. Complete background check report has been received and reviewed by those present with no concerns noted.
- C. Goldensohn, Julia, PsyD; Non-Physician Professional Staff; Psychology
- D. Lux, Marcia, MD; Active; Internal Medicine- Hospitalist • Provider Requested Privilege Changes: 1 removal, 1 addition
- E. Pfeifer, David, SA-C; Allied Health Professional; Surgical Assistant • Supervising Physician: M. Neal, MD & W. Neal, MD
- F. Pockat, Thomas, MD; Active; Pediatrics
- G. Schroeder, Christopher, SA-C; Allied Health Professional; Surgical Assistant • Supervising Physician: C. Hills, DO

Two Year Reappointment Applications

After review of the reappointment file, including OPPE information, the Credentials Committee and Medical Executive Committee recommends approval of the following reappointments from April 1, 2020 to March 31, 2022:

- H. DeWitt, Lucy, MD; Consulting; Neurology- Telemedicine ONLY • Delegated Credentialing- University of Utah
- I. Ledyard, Holly, MD; Consulting; Neurology- Telemedicine ONLY • Delegated Credentialing- University of Utah
- J. Lewis, Giavonni, MD; Consulting; Burn Care- Telemedicine ONLY • Delegated Credentialing- University of Utah
- K. Malish, Haven, MD; Active; Pulmonology & Sleep Medicine • Active- Provisional → Active
 - CMEs received, informational
- L. McCrum, Marta, MD; Consulting; General Surgery- Telemedicine ONLY • Delegated Credentialing- University of Utah
- M. Meyer, Cameron, CRNA; Allied Health Professional; Nurse Anesthetist • Supervising Physicians: M. Domskey, DO & D. Tomlinson, MD
- N. Morris, Stephen, MD; Consulting; Burn Care- Telemedicine ONLY • Delegated Credentialing- University of Utah
- O. Reddy, Vivek, MD; Consulting; Neurology- Telemedicine ONLY • Delegated Credentialing- University of Utah
- P. Tenofsky, Michael, MD; Active- Internal Medicine- Hospitalist • Active- Provisional → Active
 - Clarification of privileges received and provided to the Credentials Committee members for review with no concerns noted.
 - Concerning peer reference received following the Credentials Committee and provided for review, Dr. Lux reports the communication concerns outlined in the peer reference are currently being addressed through HR. Additional information will be presented to this committee as appropriate. Those present acknowledge these concerns are being addressed with no concerns noted.

Change of Status

The JCQC recommends approval of the following provider has request for the noted change of staff status:

- A. Fredstrom, O'Ann, MD; Courtesy to Honorary; Psychiatry

Practitioner Resignations

The Credentials Committee and Medical Executive Committee reviewed and acknowledges the following resignations:

- A. Boltax, Jonathan, MD; Courtesy; Pulmonology & Sleep Medicine • Failure to reappoint; effective: 03/31/2020
- B. Hinkle, Lauren, CNM; Allied Health Professional; Nurse Midwife • Loss of Supervising Physicians; effective: 04/01/2020
- C. Hunt, Michael, CRNA; Allied Health Professional; Nurse Anesthetist
Failure to reappoint; effective: 03/31/2020
- D. Hunt, Tyler, CRNA, Allied Health Professional; Nurse Anesthetist • Failure to reappoint; effective: 01/31/2020

E. Kerr, Carol, MD; Active; Internal Medicine- Hospitalist • Failure to reappoint; effective: 03/31/2020

F. Swindlehurst, Weston, CRNA; Allied Health Professional; Nurse Anesthetist • Failure to reappoint; effective: 01/31/2020