

# STEELE MEMORIAL MEDICAL CENTER

P.O. BOX 700 ~ SALMON, IDAHO 83467 ~ (208)756-5600 ~ FAX (208) 756-4169

## **BOARD OF DIRECTOR'S MEETING AUGUST 26, 2008**

### **MINUTES**

- MEMBERS PRESENT:** Stan Jensen, Chairman  
JoAnn Wolters, Vice Chairman  
Vic Phillips – Secretary/Treasurer  
Shayne Holmes  
Jason Smith  
Ryan Allen  
Dennis Lile
- Ex Officio:  
Victoria Alexander, Chief Executive Officer  
David Yanoff, MD, Chief of Staff  
Robert Cope, Lemhi County Commissioner
- OTHERS PRESENT:** Preston Becker, CFO  
Abner King, CIO  
Linda Astalos, COO/CNO  
David Miller, QHR Regional Vice President  
Minutes recorded by Lori Schneider, Executive Assistant
- CALL TO ORDER:** The meeting was called to order at 5:45 p.m. by Chairman Jensen.  
**MOTION:** Motion was made by Mr. Lile, and seconded by Mr. Phillips to move into executive session under Idaho Code 67-2345. Motion carried unanimously. The general session reconvened at 7:09 p.m.
- PUBLIC INPUT:** Public comment was heard from Becky Infanger.
- CONSENT CALENDAR:** Included in the consent calendar were the Minutes from the July 22, 2008 meeting, Clinical Services Report, Medical Staff Report, CEO Report, and the Med/Surg Policy & Procedure Manual. Also included was the provisional affiliate privileging of Gayle S. Ford, DO, the 60 day extension of interim privileging for Donald J. Konrad, DO and the interim privileging of Robert Okasinski, MD.  
**MOTION:** Motion was made by Mr. Smith, seconded by Mr. Lile to approve the consent calendar. Motion carried unanimously.
- COMMITTEE REPORTS:** Mr. Jensen reported the executive committee did not meet.  
Mr. Phillips reported the finance committee met to discuss potential acquisition of the Jordan Smith property adjacent to the clinic.

**MOTION:** Motion was made by Mr. Phillips, seconded by Mr. Lile to send the property appraisal along with an offer for the appraised value to Jordan Smith. Motion carried unanimously. The offer will be made through a third party.

Mr. Smith reported the Goals & Community Health Committee met last week. The committee discussed new methods of getting accurate information out into the community and developed a multi media plan that will include radio, internet and newspaper. Additional focus will be placed on the Steele Memorial Medical Center website, [www.steelemh.org](http://www.steelemh.org), by posting press releases, meeting agendas and minutes.

**BOARD EDUCATION:** The board discussed the article, *“Imagining Seamless Healthcare Transitions,”* from the Journal of Healthcare Management, as well as the Joint Commission Sentinel Alert, regarding behaviors that undermine a culture of safety. Ms. Alexander pointed out that an employee code of conduct was put into place at Steele Memorial three years ago to avoid the safety issues associated with the negative employee behavior that is addressed in this alert.

**OTHER BUSINESS:** Mr. Becker reported the business office is in the process of implementing financial software to help patients better understand what they will be paying for services when they come in the door. Ideally the software should provide the amount of deductible and co pay an individual will be responsible for depending on their current insurance coverage. The difficulty is in working with the many different insurance companies as well as the many variations in services provided. The business office will continue to work with the system so it will better meet the needs of the patients.

Mr. Becker reported that QHR completed a review of patient financial services and the process involved, and will be providing a report with suggestions for maintaining the best practices and the highest standards in billing.

The board agreed to hold a Joint Committee Conference near the end of September.

**ADJOURNMENT:** The meeting was adjourned at 7:47 p.m. by Mr. Jensen.

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Stan Jensen, Chairman