

STEELE MEMORIAL MEDICAL CENTER

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BOARD OF DIRECTOR'S MEETING NOVEMBER 25, 2008

MINUTES

MEMBERS PRESENT:

Stan Jensen, Chairman
JoAnn Wolters, Vice Chairman
Vic Phillips – Secretary/Treasurer
Shayne Holmes
Jason Smith
Ryan Allen
Dennis Lile
Roy Barrett

Ex Officio:

Victoria Alexander-Lane, CEO
David Yanoff, MD, Chief of Staff

OTHERS PRESENT:

Abner King, CIO
Preston Becker, CFO
Adam Deutchman, MD
Minutes recorded by Lori Schneider, Executive Assistant

CALL TO ORDER:

The meeting was called to order at 7:01 p.m. by Chairman Jensen.

PRESENTATION:

Steele Memorial Medical Center Employee, David Harling, presented the board with an award from Salmon River Industries recognizing SMMC as “Employer of the Year 2007-2008”.

Mr. King presented a request to approve the purchase and installation of an Electronic Medical Record (EMR) in the clinic. The hospital already has an EMR and is far surpassing the national average for hospitals that are progressing towards fully functioning EMR's. The EMR is expected to improve patient care, attract physicians, and free needed storage space. **MOTION:** After much discussion, motion was made by Ms. Wolters, seconded by Mr. Lile to approve the purchase of the EMR with installation no sooner than June 1, 2009. Motion carried unanimously.

**STRATEGIC PLAN
UPDATE:**

Ms. Alexander-Lane gave the quarterly update on the strategic plan, reporting the progress made towards each goal. Topics included the recruitment of an Internal Medicine physician, joint venturing with Portneuff Medical Center to bring Oncology and Urology services to the out patient clinic, the industrial medicine program, the communication of community benefit and the feasibility of developing a fully accredited hospice program. Discussion focused on what hospice is designed to be and the needs of the community. A letter was read, written by Samuel D. Gardner, DO, strongly encouraging the board to explore the possibility of expanding local hospice services. It was decided the family practice

providers should meet with the hospice board and report back to the SMMC Board of Directors at the next meeting.

CONSENT CALENDAR: Included in the consent calendar were the Minutes from the October 28, 2008 meeting, Patient Care Services Report, CEO Report, Policy 750-038, the Identity Theft Policy, and the Medical Staff Report.

Dr. Yanoff addressed the board, stating the medical staff bylaws are being revised and will be submitted to the board for approval in January. He also asked that the Board Bylaws be revised to eliminate any contradictions. He also reported the sports medicine information discussed last month has been posted on the SMMC website.

A Human Resources Report was passed out by Ms. Alexander-Lane. She explained the report is an annual report, but in the future the report will be given to the board quarterly. Mr. Lile requested the board be provided with benchmarks in future reports.

MOTION: Motion was made by Mr. Holmes, seconded by Mr. Lile to approve the consent calendar. The motion carried unanimously.

COMMITTEE REPORTS: Mr. Jensen reported the executive committee did not meet.

Mr. Phillips reported the finance committee met with several motions to be brought forward in open session.

MOTION: Motion was made by Mr. Smith, seconded by Mr. Barrett, to approve the purchase of two new high definition scopes for surgical use. The motion carried unanimously.

MOTION: Motion was made by Mr. Holmes, seconded by Ms. Wolters, to approve the renewal of the Wells Fargo line of Credit. Motion carried unanimously. The request will be forwarded to the county commissioners for final approval.

Before approving Policy 750-39B Bond Payment Contribution, Mr. Smith asked for the committee assembled to create the policy meet once more, as changes may be necessary. The committee will meet and report back to the board in January.

BOARD EDUCATION: The board had an in depth discussion regarding Maxims **1-10** from *“Navigating the Boardroom: 40 Maxims..Things You Must Know and Do to Be a Great Director,”* written by Dennis D. Pointer. Mr. Phillips reported on the benefits of his recent QHR board orientation training.

OTHER BUSINESS: Mr. Jensen gave the board copies of a letter from legal counsel regarding the respective authority of county commissioners and the hospital board for hospital operations. Discussion will take place in January.

Dr. Yanoff, Chairman of the Steele Memorial Foundation Board, requested permission to add a Foundation report to the consent calendar

for each board meeting in order to keep the operating board apprised of the Foundation's activities. He briefly reported on the appreciation dinner held the previous weekend as well as the annual giving letter that was recently mailed.

As the chairman of the Quality & Credentialing Committee, Mr. Lile requested the committee meet at a time other than the evening of regularly scheduled board meetings. The purpose is to provide appropriate focus on quality. The time and date will be coordinated between the board, medical director and the chief of staff.

ADJOURNMENT:

The meeting was adjourned at 9:21 p.m. by Mr. Jensen.

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Stan Jensen, Chairman