

**Big Sandy Medical Center (BSMC) Board of Directors Meeting  
May 23, 2024**

**Present:**

<b>Current Board Members:</b>	Bob Nelson, Chair Anna Bold, Vice Chair Ann Quinn, Secretary Dr. Karen Baumann Amber Terry
<b>Cypress Healthcare:</b>	Tony Pfaff, Rob Brandt, Ron Wiens, CEO
<b>Employees:</b>	Sarah Schlepp: Finance, Ashley Allderdice: DON

**Chairman Bob Nelson called to order at 5:30pm (Quorum present)**

**Minutes of previous meeting:**

- Ann Q. moved and Karen B. seconded to accept the minutes of the April 18, 2024 Board meeting minutes. Motion carried.

**Financial Report**

- Sarah reviewed the financial reports and census numbers. The medical center had a very good month due to increased skilled swing bed utilization. Net Income for the month was \$242,796, reducing the YTD loss to 93,206. Anna B. moved and Ann Q. seconded a motion to accept the financial report as presented. Motion carried.
- Sarah informed the Board that a receivable of over \$300,000 is due from Medicare as a result of BSMC filing an interim cost report for the 8 months ending February, 29, 2024.

**Director of Nursing Report – Ashley**

- Ashley Allderdice reported the hospital has been very busy, especially with skilled swing bed patients. The current census is 17 LTC patients and 1 skilled swing bed patients.

**Medical Staff Report –**

- Dr. Robertson recommended to the Board the approval of Joe Epperson, PA-C to the BSMC medical staff with restricted privileges until he receives additional experience in ER, Trauma, Clinic and Pediatrics. Anna B. moved and Karen B. seconded a motion to approve Joe Epperson, PA-C to the BSMC medical staff along with the recommended restrictions on his privileges.
- Amber Terry asked if the Board could get monthly updates on his progress. Dr. Robertson agreed to do this.

**Quality Assurance and Performance Improvement (QAPI) Report**

- A QAPI report was included in the Board packet with quality scorecards for Lab, Activities, Medical Records, ED, Social Services and Dietary.
- Zoe Obert, RN, Quality Coordinator, was in attendance at the Board and shared her background and what major quality projects she's working on at BSMC.
- Karen B. asked David K. Lab Director, about the recent power outage and its impact on the lab's ability to run tests. David shared that the analyzer was not hooked up to a battery back up and blew the fuses when the power went out. The analyzer was down for 2.5 days.



### **HR Report:**

- Karma Hale, HR Director, shared data on the current hospital health insurance plan. The overall increase in premiums is 14%. The hospital currently provides a flat contribution of \$750 to the plan to help offset some of the costs to the employees. She showed the impact of increasing the contribution to \$800 and \$850. In order to cover the full cost of an employee's health, dental and vision premium on the silver plan, the contribution would need to be increased to \$820/month. Amber T. moved and Anna B. seconded a motion to increase the contribution to \$820/month.
- Karma shared about a new employee satisfaction survey she created on Survey Monkey and the results of the first month in use. The employee response has been great. This will be done every ~~one~~ month as part of quality improvement plan for HR.

### **CEO Report:**

- Anna B. and Ann Q. discussed the status of their review of the bylaw revisions. It's been a long and arduous task to look through each section of the bylaws comparing the current version to the revised version. Some of the versions proposed by the attorney in the draft do not apply to BSMC. A work session was scheduled for June 12, 2024 at the hospital from 8am-10am.
- Discussion followed that the medical staff bylaws may need to be looked at too. Ann Q. moved and Amber T. seconded a motion to have Ron instruct the Medical Staff to review its bylaws and offer any recommended changes. Motion carried.
- Ron reported that both the City and BSMC have been successfully awarded grants of \$40,000 and \$25,000 respectively, to help pay for an engineering study of the storm water and drainage issues surrounding the hospital campus. Once this study is completed, the City and/or BSMC can apply for grants to implement the engineering recommendations.
- Ron reported that he will have the budget for next year completed and ready to share at the next Board meeting. He stated that there are several service contract renewals that are seeing double digit increases.

### **Old Business**

- The sale of the Havre house fell through after the buyers read the inspection report. According to the data, the sweet spot for the house price is around \$165,000 so will continue to pursue the sale at the price or better.
- After a walk-through last week of the modular clinic with an engineer and architect, the consensus was the clinic flooring needs to be replaced. With time of the essence, Ron approved the replacement of the floor, which was ordered last week and should be installed by June 15<sup>th</sup>.
- It was discussed that education of the public on the differences between an ER and a clinic visit is critically important now that the clinic and the ER will be in separate buildings.

### **New Business**

- Ron brought up the idea of creating a Friends of BSMC program as a better way to communicate with the community than just using the local newspaper. To become a friend, a person would make a \$100 donation. They would also receive periodic newsletters and e-mails of activities and projects going on at the hospital and a listing of donation opportunities. BSMC could obtain a postage permit for bulk mailings to send the newsletters out at a lower cost.
- Amber T. recommended that someone other than Ron take notes at the Board meeting. All agreed and Ron said he would find someone to take notes. Suggestions were Karma and/or Jess O.

**Public Comment**

- A video presentation was given of an organization called Labeled & Loved that provides support, encouragement and retreats to moms with ~~disabled~~ children. A brochure was handed out.

*special needs*

**Next Board Meeting**

- June 20, 2024

**Meeting Adjournment (moved and 2<sup>nd</sup>, motion carried)**

  
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**Bob Nelson, Chair**

  
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**Anna Bold, Vice Chair**