

**KANE COUNTY HUMAN RESOURCES SPECIAL SERVICE DISTRICT  
dba  
KANE COUNTY HOSPITAL  
REGULAR BOARD MEETING**

**Date:** December 1, 2015

**Place:** KANE COUNTY HOSPITAL BOARD CONFERENCE ROOM  
355 NORTH MAIN STREET  
KANAB, UTAH 84741

**TIME:** 7:30 pm

**Members present**

Chad Szymanski, Chairperson; Karen Alvey, Secretary; Ed Browning, Ben Beckstead, and Jeff Mosdell

**Ex-Officio Member**

Administrator Sherrie Pandya

**Staff Present**

Stephen Howells, CFO; Charlene Kelly, Nursing Department; Laurali Noteman, Human Resources; Dr. Bowman; Dr. Ott

**Guest Present**

6 guests present

**Meeting called to order by Chairperson Chad Szymanski at 7:30 p.m. at Kane County Hospital Conference Room 355 North Main Kanab, Utah 84741**

**Mr. Szymanski welcomed all the guests.**

**Mr. Mosdell was sworn into office by Mr. Szymanski at 7:31 p.m.**

**Ms. Alvey moved to approve the minutes as corrected for the regular board meeting on November 3, 2015 with a second by Mr. Browning. All in favor-motion carried.**

**County Commission Business**

Not Present

**Auxiliary Business**

Ms. Noteman reported on the Auxiliary. Refer to paper.

**Foundation Business**

Ms. Pandya stated that she talked to several members of the Foundation and as far as she has been told they have not met in regards to changing their bylaws.

### **Medical Staff Report**

Dr. Ott presented Daphne Solomon a NP for courtesy privileges. She does sexual assault exams for children.

**Ms. Alvey moved to approve ground privileges for Daphne Solomon, NP, with a second by Mr. Beckstead. All in favor-motion carried.**

Dr. Ott announced that he received a call from Dr. Rhett Smith and he will be taking the job in Beaver.

Ms. Pandya stated that they do have a telephone interview set up for next Tuesday with an internal medicine doctor. Ms. Pandya also reported that she has received a few more physicians' names that might be a good fit for the position available. Discussion followed.

Dr. Ott reported that they are still waiting for Clinton Dowse to take his boards.

### **Nursing Department Report**

Ms. Kelly reported that they had their meaningful use meeting and the numbers look great! She also reported that the HCHAPS scores look wonderful.

Ms. Kelly announced that she recently hired Brenda Little as a part time RN and Dean Kurtz as a PRN. Ms. Kelly stated that they are looking for CNAs.

Ms. Kelly also reported that they had the TNC class for all the nurses a couple weeks ago. She stated that they all felt that they learned a lot from the class.

Ms. Kelly stated that there were only six patients that were in the ER for over five hours, and out of those six patients only one could have qualified for observation status.

### **Human Resources and Public Relations Report**

Ms. Noteman announced the Art Reception on December 17<sup>th</sup> at 5:30 p.m. Refer to paper.

Ms. Noteman reported that there are a few articles that will be out in the next newspaper regarding the hospital.

Ms. Noteman stated that she just completed a year end audit for medical insurance, life insurance, and workforce service wages.

Ms. Noteman also reported that a gentleman from HIPPA One Security will be at the hospital on December 2<sup>nd</sup>.

Discussion followed regarding how the artists for the art reception were chosen.

## **Finance Report**

Mr. Howells reported that the revenue has been better than where they had originally thought that they would be. Mr. Howells also stated that there have been a lot more swing beds.

Mr. Howells announced that they still haven't seen any negative effects from the ICD 10 switch. He reported that the reason for that might be that Medicare is letting things slide for now, but that will probably change. Cerner came in and did an evaluation on the revenue cycle, and made some slight changes which has helped with AR days.

## **Committee Reports**

### **Administration Recommendations and Report**

#### **Finance Committee**

Mr. Browning reported that the hospital is doing very well right now financially. He also reported that AR days have dropped almost one whole day. Mr. Browning also acknowledged that the finance department is doing very well.

#### **Planning Committee**

The committee met, however there were no board members present.

#### **Action Items**

Ms. Pandya announced that the board needs to adopt a budget for 2016. She reminded everyone that the budget is flexible and can be adjusted throughout the year.

**Mr. Browning moved to approve the budget for 2016, with a second by Mr. Mosdell. All in favor-motion carried.**

Ms. Pandya reported that the patient van will be tabled due to the lack of bids. She also reported that there is a donor that would like to donate \$40,000 towards the van, and the Auxiliary would like to pay for the remaining amount. Discussion followed.

Ms. Pandya stated that the blood gas analyzer needs to be replaced in order to pass the next state inspection. The equipment is around 20 years old. They got the bids from Amerinet. The lab would prefer the Radometer bid. The preferred bid is \$9,275.

**Ms. Alvey moved to approve the Radometer bid through Amerinet at \$9,275, with a second by Mr. Browning. All in favor-motion carried.**

Ms. Pandya reported that the employee thank you bonus needs to be discussed. Discussion followed.

**Ms. Browning moved to approve the employee thank you bonus with a maximum of \$500 pro-rated by the number of hours worked, with a minimum of \$100, with a second by Mr. Mosdell. All in favor-motion carried.**

Ms. Pandya stated that they bought laptops for the ambulances around five years ago, but they need to be replaced due to the lack of memory. The EMTs would like to get the Toughbooks. Four

Toughbooks are needed. That would be approximately \$10,000. There is a grant available for \$7,000 that will also go towards it.

**Ms. Alvey moved to approve the purchase of four Toughbooks for up to \$3,000, with a second by Mr. Browning. All in favor-motion carried.**

Ms. Pandya announced the next action item is Cerner DA2 training. It would cost \$2,400 per person plus travel to go to Kansas City for the training. Ms. Pandya talked to Cerner and said that they could send a trainer to the hospital instead for four days, and they can train six people for \$10,000 plus travel. Discussion followed.

**Ms. Alvey moved to approve the Cerner DA2 training for \$20,000 plus expenses, with a second by Mr. Beckstead. All in favor-motion carried**

Ms. Pandya stated that the tractor purchase that was approved in the October meeting needs to be ratified. It was not approved as an action item as it should have been, and was instead under the committee report.

**Ms. Alvey moved to ratify the tractor purchase, with a second by Mr. Beckstead. All in favor-motion carried**

#### **Discussion Items**

Ms. Kane from Intermountain Health Care explained what their assessment of Kane County Hospital will involve and what it will mean for our hospital. She also introduced some of the members of her team that will be helping with the assessment. Ms. Kane stated that they would try to get the report of the assessment to the hospital as quickly as possible and it will be received no later than the middle February.

Ms. Pandya stated that the last discussion item is the open meeting statute. Mr. Szymanski and Ms. Pandya talked to Mr. Vandyke about going over a refresher course with the board members regarding the open meeting statute. Mr. Vandyke was invited to come to the January meeting annually to go over the open meeting statute. Mr. Vandyke will be here on January 5, 2015 at 6:30 p.m. The regular meeting will be held at 7:00 p.m.

#### **For Your Information**

##### **Other Business**

**Mr. Browning moved to adjourn the meeting at 8:39 p.m. at Kane County Hospital Conference Room 355 North Main Street Kanab, Utah 84741 with a second by Ms. Alvey.**

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Mr. Chad Szymanski, Chairperson

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