

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

**Date:** October 6, 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, Carol Sullivan, Derrill Adair, and Ben Beckstead

**Ex-Officio Member**

Administrator Sherrie Pandya

**Guest Present**

Stephen Howells, CFO; Charlene Kelly, Nursing Department; Laurali Noteman, Human Resources; Jim Matson, County Commissioner; Tracey Leigh, Maintenance Manager; Greg Salomonson; and Mike Petullo

**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. Beckstead moved to approve the minutes for September 8, 2015 with a second by Mrs. Sullivan. All in favor-motion carried.**

**County Commission Business**

Mr. Matson stated that the county employee group is approaching 112 employees. These employees are self-insured. He reported that because the employees are self-insured they realize that they need to become more pro-active at getting health screenings. Mr. Matson requested that the hospital notify him when there are health screenings scheduled, so he can encourage the employees to take advantage of the services.

Ms. Pandya announced that she could get him the schedule for the mammogram screening and the upcoming health fair.

**Auxiliary Business**

Ms. Noteman reported that the pizza party provided by the hospital board for the Auxiliary went great.

Ms. Noteman stated that the Auxiliary had a gross income \$18,009.41 for the month of August, and \$16,671.62 for the month of September. They had 2,248 customers in August, and 2,051 customers in September. She also reported that the average customer spent \$8.01 in August, and \$8.12 in September.

### **Foundation Business**

Ms. Pandya announced that they had an informal meeting with Mr. Evangelista, and asked him to try to get the remaining foundation board members together to decide what to do with the Foundation.

Mr. Beckstead stated that because the Foundation is a non-profit organization the hospital board must have oversight over the support organization in order to be in compliance. Mr. Beckstead also said that because of the Foundation's 501C3 status they cannot be completely separated from the hospital. Mr. Beckstead reported that ideally if one of the hospital board members was put on the Foundation board it would satisfy the specific requirements.

Ms. Noteman reported that they have a meeting with Mr. Evangelista on Thursday and will talk to him at that time regarding the Foundation board members changing the bylaws to be in compliance.

### **Medical Staff Report**

Not present

### **Nursing Department Report**

Ms. Kelly stated that she has filled Mr. Brackney's position with two part time RNs. She also reported that Ms. Riggins has given her notice. She will be posting Ms. Riggins' position as well as two CNA positions.

Ms. Alvey asked if home health is a service that the hospital may want to look at providing. Discussion followed. A decision was made to look into providing home health services. The hospital board would like to get more information and statistics on the subject. Ms. Pandya is going to see if she can get some of that information from Wipfli.

Ms. Kelly reported that there were twenty patients transferred out of the ER for the month of September. There were also ten patients in the ER for over five hours, and six of those ten patients could possibly have been kept as observation patients if we had an Internal Medicine physician.

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

Ms. Noteman announced that Mr. Josh Baird has his art hanging up this month. There will be an art reception held for him on October 15 at 5:00 p.m.

Ms. Noteman passed around a thank you note for the pizza party from Ila Hansen to the board.

Ms. Noteman said that she would be calling the board members to get a biography from them to put on the website. She thanked the board ahead of time for their willingness to do the biographies. Ms. Noteman stated that there will be a photograph and biographies of all board members and department heads on the website.

Ms. Noteman reported that there had been one worker's compensation claim this month. An employee was driving to a meeting and the car was t-boned. The employee was shaken up, and a little stiff and sore but was not seriously hurt.

### **Finance Report**

Mr. Howells stated that there was no finance meeting this month.

Mr. Howells reported that revenue this month was up in all areas including inpatients. He also announced that revenue has been better than what was originally budgeted for the year. Mr. Howells included in the statistics this month the last five years of statistics as well as the projected 2015 statistics. Refer to packet. Mr. Howells stated that next month he will have to start a tentative budget for next year, and will be basing the budget on the statistics he has pulled.

Mr. Howells stated that he suspects with the transition from ICD-9 to ICD-10 that the A/R days will be going way up for about six months. He hopes that if this is the case by the end of the year next year the A/R days will be back to what it is now. Mr. Howells reported that the business office has been working very hard, and are in contact with a lady from Cerner who is helping them with certain goals.

Ms. Pandya stated that one of the reasons the A/R days might go up is not because the hospital is not ready, but because the insurance companies may not be ready. Mr. Howells added that if the doctors are using unspecified codes, it could potentially affect our A/R days as well.

Ms. Pandya reported that the HIM coders have had two years of training on ICD-10, and that they have been dual coding prior to the ICD-10 cutover.

Mr. Howells stated that the HIM department has been working really hard on ICD-10.

Mr. Howells reported that the five year analysis shows we have had fluctuations up and down, but this year has definitely been down.

Mr. Howells announced that he did look at the POD studies for the state, and found that he could order them at a more reasonable price. He went ahead and ordered the 2015 ambulatory surgeries to look at the data. He was able to pull the surgeries done in the area. (For example he looked at tonsillectomies and ear tubes, and was able to look at the number of people by zip code that had those surgeries, and what hospital performed the procedure.)

## **Committee Reports**

### **Administration Recommendations and Report**

#### **Planning Committee:**

Ms. Sullivan stated that the planning committee met. They talked about the Studergroup training opportunity. She reported that the general consensus on the training was that it was a good training program, but it was expensive and the timing is bad.

Ms. Sullivan reported that the maintenance department asked for funding to buy a tractor. The department made a handout explaining their proposal. Refer to packet.

Mr. Leigh explained that the ditch that keeps all the mud from flowing into the hospital parking lot has been washed away and needs to be rebuilt. If a tractor is bought it would be used to fix the ditch as well as help with many other things. Mr. Leigh had gotten three different bids for a tractor. Only one of the people that he got the bids from was willing to work with him and give him a discount. The bid that he suggested has three attachments: the backhoe, the bucket, and the brush. The fork lift is not included but they would like to purchase it in the future. Discussion followed.

**Ms. Alvey made a motion to approve \$32,667 for the John Deere tractor with a second by Mr. Adair. All in favor-motion carried.**

#### **Action Items**

Ms. Pandya reported that EMS conference is coming up in December. There will be about 25 people, they do not have an exact number at this point. It is about \$1,000 per person. The hospital does have a small grant from the state of about \$6,000. If the hospital board could fund \$25,000 for the EMT conference that should cover the EMTs that will be attending.

**Ms. Alvey made a motion to approve \$25,000 for the EMS conference with a second by Mr. Browning. All in favor- motion carried.**

Ms. Pandya stated that the Studergroup program was talked about. She feels that it is a great program, but feels like it is bad timing. It's a three year program. Discussion followed.

Mr. Beckstead suggested that if it is decided to not do the program it might be beneficial to have department heads read the books that the person who started the Studergroup program has written. Discussion followed.

The hospital board members came to a decision to opt out of the Studergroup program.

#### **Discussion Items**

Ms. Pandya stated that the sales tax was renewed by the commissioners in the fall of 2012. It needs to be on the ballot in 2022 or renewed by the commission again, and it cannot be renewed again before that time. Discussion followed.

Ms. Pandya reported that the board needs to make a decision on which, or if they would like to make an offer to one of the doctors they interviewed for the positions available; as well as what salaries they would like to offer. Discussion followed.

For Your Information  
Other Business  
None

Ms. Sullivan moved to go into closed meeting at 8:45 p.m. for personnel and impending law suit at Kane County Hospital Conference Room 355 North Main Street Kanab, Utah 84741 with a second by Ms. Alvey.

Open Meeting re-opened at 9:45.

Mr. Browning made a motion to present an offer to Dr. Snelson and Dr. Evans with the amounts that were agreed upon in closed session, with a second by Mr. Adair. All in favor- motion carried.

Mr. Browning made a motion to accept Mr. Jeff Mosdell as a new board member, with a second by Mr. Adair. All in favor- motion carried.

Ms. Sullivan moved to adjourn regular board meeting at Kane County Hospital Conference Room 355 North Main Street Kanab, Utah 84741 with a second by Mr. Adair.

  
Mr. Chad Szymanski, Chairperson