

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

**Date:** April 5, 2016

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

**TIME:** 7:00 p.m.

**Members present**

Chad Szymanski, Chairperson; Ben Beckstead, Vice-Chairperson; Karen Alvey, Secretary; Carol Sullivan, Ed Browning, Jeff Mosdell, and Derrill Adair

**Ex-Officio Member**

Administrator Sherrie Pandya

**Staff Present**

Stephen Howells, CFO; Charlene Kelly, Nursing Department; Laurali Noteman, Human Resources; Dr. Bowman; D'Asia Hardy, H.I.M Clerk

**Guest Present**

Ms. Ramsay, Ms. Johnson, and Ms. Gordon

**Meeting called to order by Chairperson Chad Szymanski at 7:01 p.m. at Kane County Hospital Conference Room 355 North Main Kanab, Utah 84741**

**Mr. Szymanski welcomed everyone.**

**Ms. Sullivan moved to approve the minutes for the regular board meeting on March 1, 2016 with a second by Mr. Beckstead. All in favor-motion carried.**

**Ms. Alvey moved to approve the minutes as corrected for the special board meeting on March 16, 2016 with a second by Mr. Browning. All in favor-motion carried.**

**County Commission Business**

Not Present

**Auxiliary Business**

Ms. Noteman reported that the Auxiliary made \$15,636.16 for the month of February. She also reported that construction for the Auxiliary parking lot will be taking place on the dates of April 7<sup>th</sup>, 13<sup>th</sup>, 14<sup>th</sup>, 15<sup>th</sup>, and 16<sup>th</sup>. The Auxiliary will be closed while the construction is taking place.

## **Foundation Business**

None

## **Medical Staff Report**

None

## **Nursing Department Report**

Ms. Kelly reported that she is short a few nurses and is having difficulty finding nurses to hire. She stated that in the meantime the nurses already on staff will have to work some overtime. It was mentioned that there are twelve students that will be graduating in the near future that may be interested in doing PRN. Discussion followed regarding ideas on recruiting nurses.

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

Ms. Noteman reported that as of right now there are two high school students that are involved in the KHS related work- based learning program. She reported that they are doing a great job.

Ms. Noteman also announced that the Healing Arts exhibit for this month is images of the Hogle Zoo. The exhibit will be displayed until May 3<sup>rd</sup>.

Ms. Noteman stated that she has had two responses for physician recruitment. The board discussed the possibility of hiring Dr. Hollingshead and how they should go about getting a contract in place for him. The board stated that they would like to get a contract together and want to put it on the action item for the next board meeting.

## **Finance Report**

Mr. Howells reported that revenue is remaining high while expenses are a little lower than normal. He also stated that the A/R days have gone up. He thinks that the reason the A/R days have gone up is due to insurance not paying in a timely manner. It was reported that the month of February does tend to trend lower. It was also stated that there have been a few patients that have been admitted without meeting inpatient criteria. A program is being worked on that will allow the utilization review nurses to put in the diagnosis, and then they will let the doctors know if the patient qualifies as an inpatient.

## **Committee Reports**

**Planning Committee:** Mr. Adair reported that building a new emergency room and pharmacy was discussed in the planning committee. He stated that the committee would like to get a master plan going for the remodel. Discussion followed whether the committee should start putting a master plan together. Ms. Pandya stated that when looking into a CIB grant, we would not be able to present to the CIB Board until October. The board suggested that the planning committee get a plan and the numbers together now and then reevaluate what the next step should be after a plan has been put in place.

## **Administration Recommendations and Report**

### **Action Items**

Ms. Pandya reported that the cost of living has increased. She also stated that the board may need to increase the wages of the dietary staff, housekeeping and CNAs, depending on what the new hotels start paying their staff, in order to keep staff from going to the new hotels to work. Ms. Pandya

reported that Dixie Regional Medical Center is giving their staff a 3.52% raise and has a 20 year limit cap with a bonus on the employees anniversary date.

**Mr. Beckstead moved to approve a 2% cost of living increase with up to a 3% anniversary raise with a cap of 20 years, with a second by Ms. Alvey. All in favor-motion carried.**

Ms. Pandya stated that she had gotten three bids for the house demolition. Discussion followed regarding which bid to go with.

**Mr. Browning moved to approve the bid from Mr. Robinson at \$6,620, with a second by Ms. Alvey. One opposed-motion carried.**

Ms. Pandya reported that she has the bids for the Community Health Needs Assessment. The total cost will be \$29,700. Some discussion followed regarding the bid.

**Ms. Alvey moved to approve the contract with Cicero for the Community Needs Assessment Survey, with a second by Ms. Sullivan. All in favor-motion carried.**

**Ms. Alvey moved to also approve the contract with the University of Oklahoma to assess the Community Needs Assessment data, with a second by Mr. Beckstead. All in favor-motion carried.**

#### **Discussion Items**

The board discussed the Intermountain Health report from the previous meeting and how they would like to go about making a decision. The board decided to put three committees together for now. After a lot of discussion the three committees they decided to start with where Quality Assurance, Compliance, and Patient Experience. It was decided that Mr. Mosdell, Ms. Sullivan Ms. Kelly, and Ms. Johnson will make up the Quality Assurance Committee. They then decided that Mr. Browning, Mr. Beckstead, Mr. Howells, Ms. Ramsay, and Mr. Rhinehart will make up the Compliance Committee. Lastly Mr. Szymanski, Mr. Adair, Ms. Alvey and Ms. Gordon will make up the Patient Experience Committee. These three committees will meet prior to the next board meeting.

#### **For Your Information**

None

#### **Other Business**

None

**Ms. Alvey moved to go into a close the meeting for personnel at 9:00 p.m. at Kane County Hospital Conference Room 355 North Main Street Kanab, Utah 84741 with a second by Mr. Mosdell.**

**Mr. Beckstead moved the meeting back to regular session.**

The board decided to create a committee appointed by the board that will discuss the new doctor contract with Revere Health and the doctors. The board would like the committee to meet sometime in April after the 15<sup>th</sup>. Ms. Pandya stated that she would talk to Revere Health and see what she could do.

**Mr. Beckstead moved to adjourn the meeting for personnel at 9:35 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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