

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

Date: May 3, 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; Carol Sullivan, Ed Browning, Jeff Mosdell, and Derrill Adair

Ex-Officio Member

Administrator Sherrie Pandya, and Dr. Ott, Chief of Medical Staff.

Staff Present

Stephen Howells, CFO; Charlene Kelly, Nursing Department; Laurali Noteman, Human Resources; Jim Matson, County Commissioner; D'Asia Hardy, H.I.M Clerk

Guest Present

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

Meeting called to order by Chairperson Chad Szymanski at 7:00 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 April 5, 2016 with a second by Mr. Beckstead. All in favor-motion carried.

County Commission Business

Mr. Matson gave advice to avoid personal relationships with the state auditor's office.

Auxiliary Business

Ms. Noteman reported that the Auxiliary made \$17,171.79 for the month of May. She also reported that the new parking area is great, and that the employees are very happy with the parking lot and the construction crew.

Foundation Business

Ms. Pandya stated that she and Ms. Noteman have talked to six of the Foundation members regarding what needs to happen with the foundation. Those six members stated that they would be okay with dissolving the Foundation. Ms. Noteman stated she would get something in writing saying

that they are okay with dissolving the Foundation. Ms. Pandya stated that she would put it on the agenda when they have something in writing.

Medical Staff Report

Dr. Ott stated that there was nothing to report.

Nursing Department Report

Ms. Kelly reported that she is still short staffed. She has had one interview for a nursing position but the person she interviewed turned down the position. Discussion followed regarding how to recruit more nurses.

The Board opened the floor to Ms. Petullo. Ms. Petullo gave her opinion on what might help get more staff in the nursing department.

Ms. Noteman reported that they had gotten three names of people who might be interested off of 3RNet. They will be following up with those people.

Human Resources and Public Relations Report

Ms. Noteman reported that Mr. Evangelista has not yet turned on the hospital website. It has been at a standstill for eight months now. She will be meeting with him next week and she hopes to get it up and running at that time.

Ms. Noteman also reported that the two high school students helping in the long term care unit are doing great and all the residents really like them.

Ms. Noteman announced that the Healing Arts Reception will be held on May 12th at 5:30 p.m.

Ms. Noteman stated that she interviewed Coley Barbee on a phone interview. It went very well and Ms. Barbee agreed to an on-site visit. Ms. Noteman has tried reaching out to her three different times to set that up but Ms. Barbee never responded. Ms. Noteman also reported that she hired a new medical assistant for the Valley Clinic and a new RN. They will both start on May 10th.

Finance Report

Mr. Howells reported that revenue is still up.

Mr. Beckstead commented that the finances look good.

Dr. Ott stated that he thinks a lot of that comes from nursing and that they are doing a really good job.

Committee Reports

Planning Committee: It was stated that they will start working on a master plan for an addition to the hospital but nothing else to report.

IHC Committees: Ms. Sullivan stated that there was some confusion on what they needed to discuss in the IHC Committees.

The board clarified that the IHC Committees should focus on where the hospital has issues and needs help and how the hospital can utilize IHC to help with those issues.

Administration Recommendations and Report

Action Items

Ms. Pandya stated that several of the risk management trainings that they have attended suggested that the hospital do drug screenings on current employees as well and new hires. Ms. Pandya suggested doing annual screenings on employees. Discussion followed regarding the drug and alcohol policy. The board talked about doing random drug testing rather than annual drug testing. They would like to get more information on it before they make a decision.

Ms. Sullivan moved to table the changes to the drug and alcohol policy until next board meeting, with a second by Mr. Mosdell. All in favor-motion carried.

Ms. Pandya reported that the Compliance Policy needed to be reviewed and approved annually. The board reviewed the changes made to the Compliance Policy.

Mr. Mosdell moved to approve the updated Compliance Policy, with a second by Mr. Browning. All in favor-motion carried.

Ms. Pandya announced that the Color Country Relay for Life asked if the hospital would be a donor for this year's event. The board discussed how much they wanted to donate. Dr. Ott suggested putting together a team and having a booth that gives information on prevention and screenings. Dr. Ott stated that he could come up with some information to use at the booth.

Mr. Beckstead moved to approve the diamond sponsorship for the Color Country Relay for Life, with a second by Mr. Adair. All in favor-motion carried.

Discussion Items

Ms. Pandya reported that her, three board members, Dr. Ott, Dr. Bowman, and Mr. Howells met with three members of Revere's management last week and discussed the details of hiring a new physician. Revere health said that they would take the lead on hiring Dr. Hollingshead and they are just waiting to hear back on the contract. Dr. Ott reported that he talked to Rhett Smith about coming down and working some weekends to help out. Rhett Smith showed interest in doing that for a little while.

Ms Pandya stated that the hospital has not increased the contribution rate to the 457b since they began funding the program. She stated that since they are having difficulty retaining and recruiting staff it might be helpful to increase the retirement benefits. Some discussion followed regarding increasing the retirement benefits. The board decided to make a decision at the next board meeting regarding the retirement benefit plan.

Ms. Pandya reminded the board that the Western Regional Trustee Symposium was coming up and wanted to know if the board wanted to carpool or if they were going to go in their own vehicles. Most of the board members stated they were going to go in their own vehicles. Mr. Mosdell said that he could take some people up if needed. Dr. Ott asked if was too late to go to the symposium. Ms. Pandya stated she would get an extra room for him so he could go.

Ms. Pandya reported that the four wheel drive ambulance's insurance is increasing because of the age of the vehicle. She asked the board if they wanted to pay the increased insurance. The board discussed their options and decided that it would be better to put the ambulance up for auction.

For Your Information

None

Other Business

The board opened the floor to Ms. Pettulo who had some questions regarding what was said at the board meeting with IHC. The board answered her questions.

Mr. Beckstead moved to adjourn the meeting at 8:42 p.m. at Kane County Hospital Conference Room 355 North Main Street Kanab, Utah 84741 with a second by Ms. Sullivan.

Mr. Chad Szymanski, Chairperson