

# SEELEY LAKE-SWAN VALLEY HOSPITAL DISTRICT

## *Board of Trustees Meeting Minutes*

August 10, 2009

### In Attendance

Trustees: Jeff Aresty, Marianne Judge, Mary Ann Morin, Karen Pratt

Board Clerk: Marty Kux

St. Patrick Hospital representative: Jim Gillhouse

Seeley-Swan Medical Center representative: Cindy Gallea, APRN-FNP

Absent: Twyla Johnson

### Call to Order

The regular monthly Seeley-Swan Hospital District Board meeting was called to order by Board Chair Jeff Aresty at 5:09 P.M. at the Seeley Swan Medical Center clinic.

### Public Comments

None.

### Old Business

1) Minutes from the July 13, 2009, Board meeting were unanimously approved.

2) Health Resource Guide: Following Board approval at the last meeting, Aresty and Marlene Normark enlarged the font size and added four pages, maintaining the overall page size. Allegra Printing bid \$3,975 for 1,000 copies. Distribution via the Pathfinder will cost \$225 for 1,500 copies inserted. The Board unanimously agreed to have 2,000 copies printed, with 1,500 distributed with the Pathfinder and 500 marked for distribution at the Health Fair, health care provider offices and other community distribution points. Bids for 2000 copies will be requested from both Allegra and Gateway Printing, with primary distribution set for prior to the Health Fair on September 12, 2009.

3) Rural Health Center (RHC) Analysis: Jim Gillhouse, SPH Practice Manager for the SSMC, requested that this matter be tabled until the September meeting. He anticipates having the outside consultant's report by that time.

4) Building/Grounds Maintenance: Gillhouse presented a bid of \$2,000 to \$2,800 from Betterview, a local landscaper, to enhance the exterior appearance of the Medical Center. The Board unanimously agreed to accept the bid, requesting that at least the initial work be done on the lower end of the bid. Prior to the meeting, Trustee Twyla Johnson had e-mailed Aresty regarding the large amount of knapweed growing on Lots 3 and 4. She volunteered to spray these plants, but asked that the Hospital District pay for the environmentally safe chemical to be used. The Board unanimously accepted her offer, authorizing a maximum expenditure of \$500 for this purpose. Costs will be shared with the SSMC 501(c)(3) organization, owner of Lot 4. Gillhouse also reported that SPH rents outside storage space for overflow of Medical Center property in Seeley Lake. He will determine if there is appropriate room for additional storage there, and will attempt to remove some of the items stored in the conference room. The Board agreed that there is no need at the present time to place a storage shed on the property.

### New Business

1) SSHD Financials: A financial statement reflecting the June, 2009, and Fiscal Year-to-Date income, expenses, and account balance was unanimously approved, as were checks to Blackfoot Telephone for

the August loan payment, to Caron Corporation for the June tax levy payment, and to Valley Bookkeeping for July services.

2) SPH Report: Gillhouse reported that the inspection conducted last month at SPH and some associated clinics by the Joint Commission was highly successful. He announced that beginning in October, the area around SPH will be designated as "smoke-free". He also reported that two Physician Services Division positions have been filled with the appointments of Jennifer Ellis as Senior Director of Operations and Stefan Harvey as financial analyst.

3) Clinic Financials: Gillhouse presented the Year-to-Date through July Profit and Loss Statement/Budget to Actual Comparison for the Seeley-Swan Medical Center/Caron Corporation entity, as well as the statistical "Dashboard" summary. Patient visits increased in July.

4) Management Report: Gillhouse provided an example of a Medical Practice Survey which will be used as a followup for SSMC patients. He also continued the discussion of provider recruitment.

5) Quality Improvement: Gillhouse reported that the SSMC staff continue to increase staff efficiency, with special emphasis currently on medical supply requisitioning procedures.

6) Chair Report: None.

7) Practitioner Report: Nurse Practitioner Cindy Gallea stated that the policy of 30% off for cash payments has had a positive impact on Medical Center useage and patient load.

8) Health Fair Committee Report: Trustee Marianne Judge distributed an updated list of providers now confirmed for participation. A general discussion followed concerning details of the publicity and actual functioning of the Health Fair. Posters will be printed and Pathfinder advertising will be scheduled. A Health Fair Committee meeting will be held at 5 P.M., September 8, 2009, at the Seeley Swan Medical Center to finalize remaining details.

9) Growth Strategy Committee Report: Tabled until the regular September meeting.

10) Communication Committee Report: Morin will provide a job description at a future meeting.

Next regular Board meeting is scheduled for September 14, 2009, at 5:00 P.M. at the Seeley Swan Medical Center.

Meeting adjourned at 7:41P.M.

ATTEST:

Chair	Date	Clerk	Date