

# SEELEY LAKE-SWAN VALLEY HOSPITAL DISTRICT

## *Board of Trustees Meeting Minutes*

July 13, 2009

### In Attendance

Trustees: Jeff Aresty, Twyla Johnson, 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: None

### Call to Order

The regular monthly Seeley-Swan Hospital District Board meeting was called to order by Board Chair Jeff Aresty at 5:07 P.M. at the Seeley Swan Medical Center clinic.

### Public Comments

None.

### Old Business

- 1) Minutes from the June 15, 2009, Board meeting were unanimously approved.
- 2) Mission/Vision Statement: Jim Gillhouse, SPH Practice Manager for the SSMC, delivered two copies of this document to be inserted into the existing frames.
- 3) Health Resource Guide: Aresty has consolidated Board member suggestions for the Guide and asked for Board approval to work with Marlene Normark on finalizing the proofing, printing and publishing of it. Gillhouse offered to make the SPH Marketing Department aware of it during this process. The Board's Communication Committee has been tasked with determining print quantity and method(s) of distribution.
- 4) Rural Health Center (RHC) Analysis: Gillhouse reported that he has engaged an outside consultant to further clarify the feasibility of becoming an RHC by performing a code by code financial analysis and detailed rate determination of the SSMC clinic activity. He anticipates having further information for the next Board meeting.
- 5) Building/Grounds Maintenance: Trustees Mary Ann Morin and Twyla Johnson volunteered to contact local landscapers for bids on removing the bark and planting trees and ground cover around the clinic. The placing of a storage shed on the property was discussed. Gillhouse will determine if SPH already rents outside storage space for overflow of clinic property.

### New Business

- 1) SSHD Financials: A financial statement reflecting the May, 2009, income, expenses, and account balance was unanimously approved, as were checks to Blackfoot Telephone for the July loan payment, to Caron Corporation for the May tax levy payment, and to Valley Bookkeeping for June services.
- 2) SPH Report: Gillhouse reported that the SPH census of patients is maintaining its increased level of the past few months. Currently, the Joint Commission inspection team is conducting a random inspection of the hospital, but this will not involve the SSMC clinic. The remodeled Emergency Room is scheduled to open by the end of August.

3) Clinic Financials: Gillhouse presented the June and YTD, 2009, Profit and Loss Statement/Budget and Prior Year Comparison for the Seeley-Swan Medical Center/Caron Corporation entity, as well as the statistical "Dashboard" summary.

4) Management Report: Gillhouse led a discussion of provider recruitment.

5) Quality Improvement: Gillhouse reported that a SPH Human Resources Department representative has visited the SSMC clinic to discuss with the employees a new personnel evaluation system.

6) Chair Report: Aresty circulated among the Board members a CV received from Nurse Practitioner Stacye Johnson and a letter from HCP Pharmacy explaining the reasons for its cessation of business in Seeley Lake. He also gave to Gillhouse a solicitation for sponsorship from the Alpine Artisans 2 Valleys Stage.

7) Practitioner Report: Nurse Practitioner Cindy Gallea reported that clinic usage has increased with the influx of summer visitors. She says part of the increase is also due to the policy of 30% off for cash payments.

8) Health Fair Committee Report: Trustee Marianne Judge reported that eighteen providers are now confirmed for participation. She will follow up on the rest of the invitees. The Board confirmed that the Health Fair is now a "go", scheduled at the Seeley Lake Community Hall on Saturday, September 12, 2009, from 10 AM to 2 PM. Gillhouse will let the Committee know what lab tests will be available for Health Fair reporting.

9) Growth Strategy Committee Report: Using Trustee Twyla Johnson's list and other ideas from the May meeting, Aresty will prioritize and make recommendations for implementation prior to the next meeting.

10) Communication Committee Report: Morin will provide a job description for the next meeting.

Next regular Board meeting is scheduled for August 10, 2009, at 5:00 P.M. at the Seeley Swan Medical Center.

Meeting adjourned at 6:55 P.M.

ATTEST:

Chair	Date	Clerk	Date