

**LEWIS COUNTY GENERAL HOSPITAL
BOARD OF MANAGERS
April 27, 2022**

The regular monthly meeting of the Board of Managers of Lewis County General Hospital was called to order at 4:30 p.m. by Michael Young, President. Members present:

*Richard Chartrand
Jennifer Jones
John Lehman*

*Philip McDowell
Dr. Howard Meny
Donald Musnicki*

*Susan Ross
Cheryl Steckly
Michael Young*

Others

Present

*Gerald R. Cayer, Chief Executive Officer
Jeff Hellinger, Chief Financial Officer
Kerry Herbine, Chief Operating Officer
Michelle Kelley, Administrative Assistant
Jessica Skiff, Director of Human Services
Marcy Teal, CNO
Frank Pace, Director of Facilities Management
Christina Flint, Community Services Coordinator
Dr. Sean Harney, CMO, Employed Provider Clinics
Dr. Shereen Palmer, President of the Medical Staff {entered at 4:45 p.m.}
JoAnne Rhubarb, Lewis County Hospital Foundation Director
Ryan Piche, County Manager
M. Lynn Pisaniello, M.D., Chair of the Maternal Child Health Committee*

PLEDGE OF ALLEGIANCE

- VISION, MISSION & VALUE STATEMENTS:** The health system's Vision, Mission and Value Statements were read with the group at the start of the meeting by board member, Donald Musnicki.

EXCUSE ABSENT MEMBERS

- #36. Motion by Mr. McDowell, seconded by Mrs. Ross, the board excused Mrs. Marguerite Mastascusa and Mrs. Karen Rennie, from the meeting. Approved.

VOTE: yes 9, no 0.

EMPLOYEE OF THE MONTH

- #37. Motion by Mrs. Jones, seconded by Mrs. Steckly, the Board congratulated Rebecca Keefer, RN, Clinical Informatics Coordinator, as the March Employee of the Month Approved.

VOTE: yes 9, no 0.

- CONFLICT INQUIRY:** No known conflicts were identified on tonight's agenda for any board member.

- PUBLIC COMMENT:** Anyone wishing to send a public comment may do so by sending an email to info@lcgh.net. Mrs. Michelle Kelley noted no emails were received.

STRATEGIC FOCUS TOPICS:

- ◆ **Environment of Care:** Mr. Frank Pace, Director of Facilities Management, shared a PowerPoint with the board outlining the Environment of Care (EOC) corrective action activities completed by Plant Operations over the last several months.

- ◆ Hospital Foundation: Ms. JoAnne Rhubart, Director of Lewis County Hospital Foundation, Inc. shared the following updates with the Board:
 - Capital Campaign Update
 - ✓ Goal is to raise \$1M by end of 2022
 - ✓ Currently have close to \$400,000 for the campaign
 - Hospital Funding Update
 - ✓ A \$9M DOH Transformation III grant was submitted in January 2022 to assist with the capital project. Expect awards/contracts – October 1, 2022
 - ✓ Awarded \$1M Recovery Grant from USDA Rural Development (only hospital in NYS to receive)
 - ✓ Appropriation requests totaling \$4.5M have been submitted to Senator Gillibrand, Congresswomen Stefanik and Senator Schumer for equipment for the new operating and procedure rooms
 - ✓ Assisting the County Planning Dept. to submit a \$730,000 FEMA grant for a generator
 - Additional Funding Update
 - ✓ Two grateful patient gifts received for exceptional care (\$2,000 \$5,000 gifts honoring Dr. Baker and the East Wing nursing staff and Dr. Pisaniello, respectfully)
 - Event Update:
 - ✓ Annual Golf Tournament, Friday, June 10th at Ledges Golf Course
 - ✓ The Great Pumpkin Run, Saturday, October 22nd at Lewis County Fairgrounds
 - ✓ The Gala, Saturday, November 12th at the Lowville Elks Lodge

□ **OPERATIONAL UPDATES:**

- Patient Safety/Quality: Mrs. Karen Rennie, Chair of the Quality Committee, will report on the 2021 Annual Quality Report and the 2022 Quality Management Plan at the May Board meeting.
- ◆ Finance: Mr. Jeff Hellinger, CFO, shared the following updates:

Period 3 Review:

 - ◆ There was a gain of \$1,647,949 versus a budgeted gain of \$648,227 for the month of March. The YTD gain is \$102,989 versus a budgeted gain of \$86,813.
 - ◆ The \$32M bond financing has been received and turned over to RBC for investment.
 - ◆ 2021 Audited Financial Statements: Copies of the Draft Financial Statements and Supplementary Information for December 31, 2021 and 2020 were shared with the Board for their review and comment. Mr. Eric Fehrman and Mr. Robert Smith of Fust Charles Chambers presented the Audited Financial Statements at the April 25, 2022 Finance Committee Meeting. Mr. Hellinger added we experienced a \$150,000 gain after the audit and added there were no findings. Mr. Hellinger shared FCC was very complimentary of the Finance team.

#38. Motion by Mr. Musnicki, seconded by Mrs. Jones, the Board approved the 2021 Audited Financial Statements as presented. Approved.

VOTE: yes 9, no 0.

- Human Resources: Mrs. Jennifer Jones, Chair of the HR Committee, shared the following updates from the April 20, 2022 HR Committee Meeting:
 - New Hires, Resignations, Retirements & Terminations: The organizations new hires, resignations, retirements and terminations for the period of March 8, 2022 – April 18, 2022 were included in Board packets.

☐ CHIEF EXECUTIVE'S REPORT:

- ◆ Healthcare Workforce Bonuses: Mr. Cayer shared information with the board regarding the \$1.2 billion budget initiative in the NYS 2022-2023 budget for the Frontline Healthcare Workforce.

☐ PRESIDENT'S REPORT:

- ◆ Strategic Topics for May 2022:
 - ✓ IT Update {R. Uttendorfsky}
- ◆ News In General: The Board received a copy of the April 2022 News In General.
- ◆ News Notes: The Board received a copy of the News Notes from the media for the month of March.
- ◆ Board Committee Updates: Board President, Mr. Young, reported:
 - ✓ Capital Improvement Oversight Committee (Don Musnicki, Chair): This committee met on Monday, April 25th, and will continue to meet monthly during the construction project. He shared the Project Manager, Mr. Michael Nuffer from C&S, presented to the Committee a copy of the Capital Improvement Oversight Committee Monthly Report which will be made available to the whole board to review the progress of the project. Please feel free to reach out to Board Chair, Mr. Musnicki, if you have any questions.
 - ✓ Finance Committee (Michael Young, Chair): Beginning in May of 2022, Mr. Jeff Hellinger, CFO, and Mr. Jerry Cayer, CEO, will lead short budget presentations at the monthly board meetings reviewing contractual allowances, service line revenue, etc.
 - ✓ Human Resources Committee (Jennifer Jones, Chair): CSEA negotiation updates to be reported by Mrs. Jones, most likely in executive session, at the monthly board meetings beginning in May.
 - ✓ Quality Council Committee (Karen Rennie, Chair): Mrs. Karen Rennie will continue with monthly updates to the Board.

☐ CONSENT ITEMS:

- #39. Motion by Dr. Meny, seconded by Mr. Chartrand, to approve the March 30, 2022 Board of Managers' meetings and acknowledge receipt of the following minutes (all minutes were previously distributed with the board packets):
- 03/28/2022 Capital Improvement Oversight Committee Minutes
 - 04/06/2022 Executive Committee Minutes
 - 04/14/2022 Standards Review Committee Minutes
 - 04/20/2022 Human Resources Committee Minutes
- Approved.

VOTE: yes 9, no 0.

☐ MEDICAL STAFF: Dr. Shereen Palmer, President of the Medical Staff, provided the following update.

- ◆ Credentialing/Recredentialing on tonight's agenda will be discussed in Executive session.
- ◆ Dr. Palmer and Mr. Cayer reviewed the recommended revisions to the Medical Staff By-Laws with the Board.

- #40. Motion by Mr. Lehman, seconded by Mr. McDowell, the board accepted the proposed amendments to the Medical Staff Bylaws under the "Definition" section on Page 4 of the Medical Staff By-Laws as presented. Approved.

VOTE: yes 9, no 0.

- #41. Motion by Mrs. Ross, seconded by Dr. Meny, to enter executive session at 5:19 p.m. for credentialing matter. Approved.

VOTE: yes 9, no 0.

- #42. Motion by Mrs. Jones, seconded by Mrs. Ross, to return to regular session at 5:30 p.m. Approved.

VOTE: yes 9, no 0.

Credentialing/Recredentialing:

- #43. Motion by Mr. Musnicki, seconded by Dr. Meny, to approve the following:

Reappointments:

- Khalid Sindhu, M.D. – Reappointment to Courtesy Staff, Internal Medicine Service, with Nephrology privileges as requested.

Appointments:

- Nicholas Anderjack, P.A. – Appointment to the Initial Provisional Adjunct Staff, Internal Medicine Service, with privileges as requested.
- James Cooney, M.D. – Appointment to the Associate Staff, Emergency Medicine Service, with privileges as requested.

Advancements:

- Jason Costa, M.D. – Advancement to the Consulting Staff, Internal Medicine Service, with Cardiology privileges as requested.

Hold:

- Alice Loving, M.D. – Recommended to hold for one month
 - Howard Duryea, P.A. – Recommended to hold for one year due to lack of volume
- Approved.

VOTE: yes 9, no 0.

Other: None

- #44. Motion by Mrs. Steckly, seconded by Mrs. Ross, to enter executive session at 5:31 p.m. to discuss a strategic topic. Approved.

VOTE: yes 9, no 0.

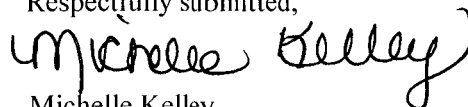
- #45. Motion by Mr. McDowell, seconded by Mrs. Steckly, to return to regular session at 6:39 p.m. Approved.

VOTE: yes 9, no 0.

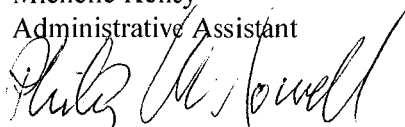
- #46. Motion by Mr. McDowell, seconded by Mr. Lehman, to adjourn at 6:40 p.m. Approved.

VOTE: yes 9, no 0.

Respectfully submitted,



Michelle Kelley
Administrative Assistant



Philip McDowell, Secretary
Board of Managers

Countersigned: