

Due to an increase in COVID-19 cases in Lewis County, this Board of Manager's Meeting was held virtually via Google Meet and limited to only ten individuals attending in person.

**LEWIS COUNTY GENERAL HOSPITAL
BOARD OF MANAGERS
November 23, 2020**

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.

John Lehman

Marguerite Mastascusa

Donald Musnicki

Philip McDowell

Karen Rennie

Susan Ross

Board Members meeting via Google Meet:

Richard Chartrand

Jennifer Jones

Howard Meny, M.D.

Cheryl Steckly

Michael Young

Others

Present

Gerald R. Cayer, Chief Executive Officer

Jeff Hellinger, Chief Financial Officer

Dr. Manoj Vora, Vice President of the Medical Staff

Dr. Steven Lyndaker, President of the Medical Staff {entered at 4:44 p.m.}

Michele Prince, COO {via Google meet}

Michelle Kelley, Administrative Assistant {via Google meet}

Dr. Sean Harney, CMO, Employed Provider Clinics {via Google meet}

Christina Flint, Community Services Coordinator {via Google meet}

Jessica Skiff, Director of Human Resources {via Google meet}

Frank Pace, Director of Facilities Management {via Google meet}

Ryan Piche, Lewis County Manager {via Google meet}

Dr. Thomas Birk, Medical Staff President {via Google Meet}

PLEDGE OF ALLEGIANCE

VISION AND MISSION STATEMENT: The health system's Vision and Mission Statement were read with the group at the start of the meeting by Board member Mrs. Steckly.

EMPLOYEE OF THE MONTH

#108. Motion by Mrs. Jones, seconded by Mrs. Mastascusa, the Board congratulated Teresa Allen, Physical Therapist, as the Employee of the Month for the month of October. Approved

VOTE: yes 11, no 0.

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

PUBLIC COMMENT: Board President, Mr. Young, welcomed Dr. Meny as a new member of the Board of Managers. Mr. Cayer noted anyone wishing to send a public comment may do so by sending an email to infor@lugh.net. He added Mrs. Michelle Kelley is monitoring this address for us. {No emails were received.}

OLD BUSINESS:

✓ "Board Certified" Physicians {to be rescheduled 1st Q 2021}

GENERATIVE DISCUSSION:

✓ Medicare Compare {Postponed to January 2021}

STRATEGIC FOCUS ISSUES: {Postponed to 2021 / see new 2021 Schedule of Board Updates}

✓ Environment of Care

✓ IT Status

✓ Hospital Foundation

☐ HUMAN RESOURCES COMMITTEE, BOARD OF MANAGERS:

- ✓ New Hires, Resignations, Retirements & Terminations: The organizations new hires, resignations, retirements and terminations for the period of October 16, 2020 – November 6, 2020 were included in Board packets.

#109. Motion by Mrs. Jones, seconded by Mr. McDowell, to request the Board of Legislators to:

- Convert one (1) PT CNA position card into a one (1) FT CNA position card with a salary range of \$13.57 - \$17.83.
- Convert two (2) PT CNA position cards into a one (1) FT CNA position card with a salary range of \$13.57 – \$17.83.

Approved

VOTE: yes 11, no 0.

☐ OPERATIONAL UPDATES:

○ Patient Safety/Quality – Michele Prince, COO:

- ✓ The Preventable Harm Events Dashboard {January – October 2020} was reviewed with the Board.
- ✓ The 2020 Concerns {January – September} were reviewed with the Board.

○ Finance Update – Jeffery Hellinger, CFO:

- ✓ Period 20 Review:
 - ✓ There was a loss of \$405,209 versus a budgeted gain of \$200,672 for the month of October. The YTD deficit is \$327,200 versus a budgeted surplus of \$462,095.
 - ✓ MRI Lease Agreement – Mr. Cayer noted the Executive/Finance Committee of the Board of Managers previously reviewed and unanimously approved this Lease agreement.
 - ✓ Online Radiology Medical Group (ORMG) - Board member, Mrs. Sue Ross, requested a review of the current radiology service agreement. Mr. Cayer noted this topic will be added to the December 21, 2020, Executive/Finance Committee meeting agenda.

#110. Motion by Mr. McDowell, seconded by Mr. Musnicki, the Board approved for the Health System to enter into a Lease Agreement with GE for the MRI at a cost of ~\$1.6M (which includes the construction costs) to be paid in twelve (12) equal installments with no interest.

Approved.

VOTE: Yes 11, No 0.

☐ CHIEF'S EXECUTIVE'S REPORT

- ◆ HANYS PAC: Mr. Cayer has shared information with the Board regarding the HANYS PAC at both the September and October Board meetings. He again noted HANYS importance to rural hospitals. His targeted goal continues to be 100% participation with both the Board of Managers and Senior Team. He thanked everyone who has contributed to date. Please feel free to reach out to Mr. Cayer with any questions.
- ◆ 2021 Board Calendars: Mr. Cayer presented the 3rd and final copy draft of the 2021 Board Calendars to the board.
- ◆ 2021 Schedule of Board Updates: Mr. Cayer presented the 3rd draft and final copy of the 2021 Schedule of Board Updates to the board.

#111. Motion by Mr. Musnicki, seconded by Mrs. Steckly, the Board approved the 2021 Board Calendars and the 2021 Schedule of Board Updates as presented.

Approved.

VOTE: Yes 11, No 0.

- ◆ COVID-19 Update: Mr. Cayer reported to the group the 2nd wave of COVID-19 is more challenging than the first. He acknowledged the nursing home, EVS, facilities, lab, ED, med/surg, the physicians, the Ethics Committee and the nursing service, for all of their hard work during this pandemic and noted everyone has been working many extra hours to take care of residents and patients. The COVID-19 Action Committee has been reconvened and meets daily. He also acknowledged Dr. Harney and his team in support of the COVID-19 Clinic which is running three (3) days per week 11-1 at the Maple Ridge Center. Currently, we have a limited supply of the rapid test kits which are used only for symptomatic staff, pre-ops, and school districts and/or BOCES. Today, Mr. Cayer, had the opportunity to speak with Senator Schumer who was in Lowville and discussed our needs for more access to the rapid PCR test kits. He also briefed the Board on the status of COVID-19 cases currently at the RHCF. We are not admitting new residents to the RHCF and currently have a census of 126 residents. We are using agency staff and casuals to appropriately staff the RHCF. The NYSDOH have been on site five different occasions to conduct Focused Infection Control Surveys and have found no deficiencies at any of their visits.

□ **PRESIDENT'S REPORT:**

- ◆ Strategic Topics for December 2020:
 - ✓ None
- ◆ 2021 Nominating Committee: Mrs. Steckly, Chair of the 2021 Nominating Committee, noted Friday, November 13th was the due date for any eligible member of the Board to offer themselves for office at the annual meeting which will take place on December 28, 2020, whether he or she is endorsed by the Nominating Committee or whether he or she submits a statement of interest. She noted she has received a total of three responses – one for each office, President, Vice President and Secretary, and the Nominating Committee will reconvene to review the responses. Board President, Mr. Young, noted he did submit his name for office for 2021 as it is unlikely at this time that he will be the victor in his run for New York Supreme Court Justice, 5th Judicial District.
- ◆ Request for 2021 Committee Assignments:
- ◆ December's Board Calendar Reminders:
 - ✓ Medical Staff Meeting
 - Monday, December 14, 2020, at 6:15 p.m.
 - Sue Ross and Dr. Howard Meny
 - ✓ Board of Manager's Meeting
 - Monday, December 28, 2020, at 4:30 p.m.
- ◆ News In General: The Board received a copy of the November 2020 News In General.
- ◆ News Notes: The Board received a copy of the News Notes from the media for the month of October.
- ◆ Other: None

☐ CONSENT ITEMS:

#112. Motion by Mrs. Rennie, seconded by Mrs. Mastascusa, to approve the October 28, 2020 Board of Managers' meetings and acknowledge receipt of the following minutes (all minutes were previously distributed with the board packets):

- ◆ 10/22/2020 Standards Review Team Committee Minutes
 - ◆ 10/28/2020 Environment of Care Committee Minutes
 - ◆ 11/05/2020 Planning and Facilities Committee Minutes
 - ◆ 11/09/2020 Human Resources Committee Minutes
 - ◆ 11/18/2020 Executive/Finance Committee Minutes
 - ◆ September Auxiliary Report
- Approved.

VOTE: yes 11, no 0.

☐ OTHER: None

☐ **MEDICAL STAFF:** Dr. Birk, Medical Staff President, provided the following update.

- ◆ Credentialing/Recredentialing on tonight's agenda will be discussed in Executive session.

#113. Motion by Mr. Musnicki, seconded by Mrs. Ross, to enter executive session at 5:18 p.m. for credentialing and personnel matter. Approved.

VOTE: yes 11, no 0.

#114. Motion by Mrs. Rennie, seconded by Mr. Lehman, to return to regular session at 6:10 p.m. Approved.

VOTE: yes 11, no 0.

☐ Credentialing/Recredentialing:

#115. Motion by Mr. Musnicki, seconded by Mrs. Rennie, to approve the following:

Reappointments:

- Ibrahim Al-Bassiony, P.A. – Adjunct Staff, Internal Medicine Service, with privileges as requested
- Mary Lou Feilmeier, M.D. – Active Staff, Pediatric Service, with privileges as requested
- Stephanie Hunziker, CRNFA – Adjunct Staff, Surgery Service, with First Assistant privileges as requested
- Alison Kiser, N.P. – Adjunct Staff, Internal Medicine Service, with privileges as requested
- Monica Kwicklis, M.D. – Courtesy Staff, Family Practice Service, with Clinic privileges as requested
- Sung “Steve” Kwon, M.D. – Courtesy Staff, Surgery Service, with Clinic privileges as requested
- Hugh MacIsaac, M.D. – Consulting Staff, Internal Medicine Service, with Cardiology privileges as requested
- Mark Schug, D.P.M. – Courtesy Staff, Surgery Service, with Podiatry privileges as requested
- Prabhat Varma, M.D. – Consulting Staff, Internal Medicine Service, with Cardiology privileges as requested
- Manoj Vora, M.D. – Active Staff, Internal Medicine Service, with Clinic privileges as requested

Appointments:

- Beth Jarrett, M.D. – Associate Staff, Surgery Service, with Clinic privileges as requested
- G. Ashfaq Khan, M.D. – Associate Staff, Radiology Service, with privileges as requested
- Paul Lampert, M.D. – Associate Staff, Radiology Service, with privileges as requested
- Svetlana Shah, M.D. – Associate Staff, Family Practice Service, with Clinic privileges as requested
- Adam Wojciechowski, P.A. – Initial Provisional Adjunct Staff, Internal Medicine Service, with privileges as requested

Advancements:

- Nathaniel Meuser-Herr, M.D. – Courtesy Staff, Pediatric Service, with privileges as requested
- Ryan Smith, P.A. – **HOLD** Advancement for one year (lack of volume)

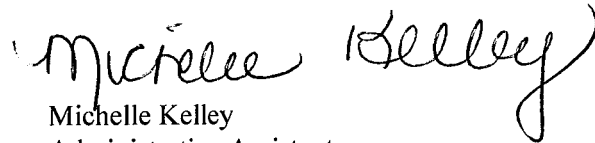
Approved.

VOTE: yes 11, no 0.

#116. Motion by Mr. Lehman, seconded by Mrs. Ross, to adjourn at 6:16 p.m. Approved.

VOTE: yes 11, no 0.

Respectfully submitted,



Michelle Kelley
Administrative Assistant

Countersigned:

Philip McDowell, Secretary
Board of Managers