

**LEWIS COUNTY GENERAL HOSPITAL
BOARD OF MANAGERS
October 28, 2020**

The regular monthly meeting of the Board of Managers of Lewis County General Hospital was called to order at 4:41 p.m. by Michael Young, President. Members present.

*Richard Chartrand
Jennifer Jones
John Lehman*

*Marguerite Mastascusa
Donald Musnicki
Philip McDowell*

*Karen Rennie
Susan Ross
Cheryl Steckly {entered 4:50 p.m.}
Michael Young*

Others
Present

*Gerald R. Cayer, Chief Executive Officer
Jeff Hellinger, Chief Financial Officer {left meeting at 5:44 p.m.}
Michelle Kelley, Administrative Assistant {left meeting at 6:00 p.m.}
Dr. Sean Harney, CMO, Employed Provider Clinics {left meeting at 4:58 p.m.}
Dr. Thomas Birk, Medical Staff President {left meeting at 4:58 p.m.}*

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. Jones.

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

EXCUSE ABSENT MEMBERS

#97. Motion by Mrs. Ross, seconded by Mr. McDowell, the Board excused Mrs. Marguerite Mastascusa from the meeting. Approved.

VOTE: yes 8, no 0.

OLD BUSINESS: None

PUBLIC COMMENT: None

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

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

#98. Motion by Mrs. Rennie, seconded by Mrs. Jones, to enter executive session at 4:44 p.m. for credentialing and personnel matter. Approved.

VOTE: yes 8, no 0.

#99. Motion by Mrs. Ross, seconded by Mr. Musnicki, to return to regular session at 4:58 p.m. Approved.

VOTE: yes 9, no 0.

Credentialing/Recredentialing:

#100. Motion by Mr. McDowell, seconded by Mr. Musnicki, to approve the following:

Reappointments:

- Evan Leibelsperger, P.A. – Adjunct Staff, Surgery Service, with Orthopedic and Clinic privileges as requested.
- Kimberly Leibelsperger, P.A. – Adjunct Staff, Family Practice Service, Clinic privileges as requested.

Appointments:

- David Vivas, M.D. – Associate Staff, Surgery Service, with Clinic privileges as requested.

Advancements:

- Vikram Arya, M.D. – Courtesy Staff, Internal Medicine Service, with privileges as requested.

- Brandon Wolfenden, P.A. – Permanent Adjunct Staff, Internal Medicine Service, with privileges as requested.

Upstate Tele-Medicine Providers:

- Joan Dolinak, M.D. – Consulting Staff, Surgery Service, with Tele-Medicine privileges as requested.
- Rahul Dudhani, M.D. - Consulting Staff, Surgery Service, with Tele-Medicine privileges as requested.
- Roseanna Guzman-Curtis, M.D. - Consulting Staff, Surgery Service, with Tele-Medicine privileges as requested.
- Moustafa Hassan, M.D. - Consulting Staff, Surgery Service, with Tele-Medicine privileges as requested.
- Amie Lucia, D.O. - Consulting Staff, Surgery Service, with Tele-Medicine privileges as requested.
- William Marx, D.O. - Consulting Staff, Surgery Service, with Tele-Medicine privileges as requested.
- Fadar Otite, M.D. - Consulting Staff, Internal Medicine Service, with Tele-Medicine privileges as requested.
- Jessica Summers, M.D. - Consulting Staff, Surgery Service, with Tele-Medicine privileges as requested.

Approved.

VOTE: yes 9, no 0.

□ OPERATIONAL UPDATES:

- Finance Update – Jeffery Hellinger, CFO:

✓ Period 9 Review:

- ✓ There was a loss of \$1,500,036 versus a budgeted loss of \$200,343 for the month of September. The YTD surplus is \$78,009 versus a budgeted surplus of \$261,423.
- ✓ FY 21 Overview: Mr. Cayer shared with the Board a document titled “LCHS FY 2021 Budget Highlights 27,087* (*2010 Census) Foot View” and provided a brief overview. The highlights included:

- Volume
- Net Patient Revenue
- Significant Other Revenue
- Wages
- Benefits
- Wage Adjustments
- FTEs
- New Positions
- Capital Budget
- Recruiting
- Horizon

Mr. Hellinger reported the 2021 budget is a fluid budget and can be adjusted as the need arises. The 2021 Budget was reviewed by the Board of Managers.

- #101. Motion by Mr. McDowell, seconded by Mrs. Rennie, to approve the 2021 Budget, as proposed, to the Board of Legislators for inclusion in the 2021 County Budget.
Approved.

VOTE: Yes 9, No 0.

□ EMPLOYEE OF THE MONTH

- #102. Motion by Mrs. Jones, seconded by Mr. Chartrand, the Board congratulated Lori Peters, Senior Keyboard Specialist, as the Employee of the Month for the month of September. Approved

VOTE: yes 9, no 0.

☐ HUMAN RESOURCES COMMITTEE, BOARD OF MANAGERS:

- ✓ New Hires, Resignations, Retirements & Terminations: The organizations new hires, resignations, retirements and terminations for the period of September 11, 2020 – October 16, 2020 were included in Board packets.

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

- Create one (1) PT Registered Dietitian position card with a salary range of \$28.62 - \$35.91
- Abolish one (1) PT Dietetic Technician position card

Approved

VOTE: yes 9, no 0.

☐ CHIEF'S EXECUTIVE'S REPORT

- ◆ HANYS PAC: Mr. Cayer previously shared information with the Board regarding the HANYS PAC at the September Board meeting. He noted HANYS is an important voice for rural hospitals. He again noted his targeted goal this year is to have 100% participation. He thanked the contributed to date. Please feel free to reach out to Mr. Cayer with any questions.
- ◆ CEO 2020 Goals: Mr. Cayer noted he presented an overview of his 2020 goals with the Executive Committee on October 19, 2020. He added his 2021 goals will be developed in November and December with the Senior team and will be brought before the Board of Managers in January of 2021.
- ◆ 2021 Board Calendars: Mr. Cayer presented the 2nd draft of the 2021 Board Calendars to the board. Board President, Mr. Young, requested the calendars have a 3rd reading at the November 23, 2020 meeting.
- ◆ 2021 Schedule of Board Updates: Mr. Cayer presented the 2nd draft of the 2021 Schedule of Board Updates to the board. No changes to the 2021 Schedule were proposed other than Mrs. Jones requesting the Board be provided with a patient experience.

☐ PRESIDENT'S REPORT:

- ◆ Strategic Topics for November 2020:
 - ✓ Hospital Foundation {J. Rhubart}
 - ✓ Environment of Care {F. Pace}
 - ✓ IT Status {R. Uttendorfsky}
- ◆ 2021 Nominating Committee: Mrs. Steckly, Chair of the 2021 Nominating Committee, requested all board members who are currently in good standing who may be interested in serving as President, Vice-President and Secretary for a term of one year make it known to her in writing his or her willingness to serve as a Board Officer by Friday, November 13th. She further added that an eligible Board Member may offer himself or herself 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. Mrs. Steckly added that an email directly to her or to the administrative office.
- ◆ News In General: The Board received a copy of the October 2020 News In General.
- ◆ News Notes: The Board received a copy of the News Notes from the media for the month of September
- ◆ Hospital Auxiliary: A copy of the Auxiliary Annual Treasurer's Report ending September 30, 2020 was included in the Board portal.
- ◆ Other: None

□ CONSENT ITEMS:

#104. Motion by Mrs. Jones, seconded by Mrs. Rennie, to approve the September 30, 2020 Board of Managers' meetings and acknowledge receipt of the following minutes (all minutes were previously distributed with the board packets):

- ◆ 10/01/2020 Standards Review Team Committee Minutes
- ◆ 10/19/2020 Human Resources Committee Minutes
- ◆ 10/19/2020 Executive/Finance Committee Minutes

Approved.

VOTE: yes 9, no 0.

□ OTHER: None

#105. Motion by Mrs. Steckly, seconded by Mr. McDowell, to enter executive session at 5:57 p.m. for a personnel matter. Approved.

VOTE: yes 9, no 0.

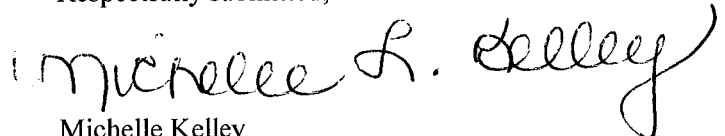
#106. Motion by Mr. Musnicki, seconded by Mrs. Rennie, to return to regular session at 6:37 p.m. Approved.

VOTE: yes 9, no 0.

#107. Motion by Mrs. Steckly, seconded by Mrs. Ross, to adjourn at 6:38 p.m. Approved.

VOTE: yes 9, no 0.

Respectfully submitted,



Michelle Kelley
Administrative Assistant

Countersigned:

Philip McDowell, Secretary
Board of Managers