

**LEWIS COUNTY GENERAL HOSPITAL
BOARD OF MANAGERS
December 29, 2021**

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*

*Marguerite Mastascusa
Philip McDowell
Howard Meny, M.D.
Donald Musnicki {via videoconferencing}*

*Karen Rennie
Susan Ross
Cheryl Steckly
Michael Young*

Others
Present

*Gerald R. Cayer, Chief Executive Officer
Jeff Hellinger, Chief Financial Officer
Michelle Kelley, Administrative Assistant
Frank Pace, Director of Facilities Management
Jessica Skiff, Director of Human Services
Marcy Teal, CNO
Christina Flint, Community Services Coordinator
Dr. Sean Harney, CMO, Employed Provider Clinics
Dr. Steven Lyndaker, Medical Staff Director {entered at 4:35 p.m.}
Ryan Piche, County Manager
Julie Abbass, Reporter {entered at 4:38 p.m.}*

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, Mr. Chartrand.

EMPLOYEE OF THE MONTH

#92. Motion by Mrs. Jones, seconded by Mrs. Ross, the Board congratulated the following Employees of the Month:

- Melinda Andre, Physical Therapy Aide, September
- Brenda Alfano, CNA, October

Approved

VOTE: yes 11, 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:

Election of Officers for 2022: Mrs. Steckly, Chairman of the Nominating Committee, reported the committee is recommending the following slate of officers for 2022:

- ✓ Michael Young, President
- ✓ Donald Musnicki, Vice President
- ✓ Philip McDowell, Secretary

Mrs. Steckly asked if there were additional nominations from the floor. No further nominations were made.

#93. Motion by Mrs. Steckly, seconded by Mr. Chartrand, to close the nominations with the secretary casting one ballot for the Nominating Committee's recommended 2022 slate of officers: Michael Young, President; Donald Musnicki, Vice President; and Philip McDowell, Secretary. Approved.

VOTE: yes 11, no 0.

Mrs. Steckly thanked the Nominating Committee members, Mr. Chartrand and Mrs. Mastascusa, for their due diligence in serving on this committee.

□ **OPERATIONAL UPDATES:**

- Patient Safety/Quality: Mrs. Karen Rennie, Chair of the Quality Committee, shared the following update on the following reports through the 3rd Quarter of 2021:
 - Social Services: Focusing on increasing appropriate Hospice referrals from hospital.
 - Joint Commission Plan of Correction: All items met compliance with one on-going infection control surveillance monthly. Our facility continues to be above average for sepsis management.
 - CMS Public Report Card – Great improvement in safe use of opioids. We continue to implement strategies to improve ED metrics.
 - Press Ganey Patient Satisfaction Rates – patient comments were positive overall. All concerns/issues were shared with appropriate managers.
 - We are seeing longer transfer times due to bed availability at other facilities.
 - Internal admissions are also affected by staffing and general bed availability.
- Finance: Mr. Jeff Hellinger, CFO, shared the following updates:
Period 11 Review:
 - ◆ There was a gain of \$200,134 versus a budgeted loss of \$348,098 for the month of November. The YTD loss is \$2,191,267 versus a budgeted gain of \$172,259.
 - ◆ We received \$1.8M from the American Rescue Grant in November.
 - ◆ Mr. Hellinger informed the group we received \$331,000 in December from the Phase IV of the Provider Relief Funding grant which will be recognized in the December financials.
- Human Resources: Mrs. Jennifer Jones, Chair of the HR Committee, shared the following updates from the December 13, 2021 HR Committee Meeting:
 - New Hires, Resignations, Retirements & Terminations: The organizations new hires, resignations, retirements and terminations for the period of November 5, 2021 – December 10, 2021 were included in Board packets.
 - The CSEA Union Contract is set to expire on December 31, 2021. Therefore, staff will receive their step adjustment only, if applicable, and bargaining with the union will continue into 2022.

- #94. Motion by Mrs. Jones, seconded by Mr. Lehman, to request the Board of Legislators to create one (1) FT Nursing Scheduler position card with a salary range of \$15.50 - \$20.96 per hour.
Approved

VOTE: yes 11, no 0.

- #95. Motion by Mrs. Jones, seconded by Mrs. Rennie, to request the Board of Legislators to Create two (2) FT Custodial Worker position cards with a salary range of \$14.01 – \$18.25 per hour.
Approved

VOTE: yes 11, no 0.

- #96. Motion by Mrs. Jones, seconded by Mr. McDonald, to request the Board of Legislators to:
 - Abolish two (2) PT Cleaners position cards.
 - Abolish three (3) PT Custodial Workers position cards.Approved

VOTE: yes 11, no 0.

☐ CHIEF EXECUTIVE'S REPORT:

- ◆ COO Recruitment: Mr. Cayer provided a brief update on the COO recruitment search. He noted we had a candidate on site yesterday and he is currently receiving feedback from everyone involved in the interview process. He noted to the board appreciation for their involvement in the interview process and will keep everyone updated on the status.
Mr. Cayer also wanted to publicly recognize and thank our Director of Environmental Services, Mr. Neil Turck, for the great job he has done in 2021 keeping our facility's appearance clean and sanitized and added Neil is committed to the highest level of performance.
- ◆ Mandatory Vaccination Update: Mr. Cayer shared 99.8% of our team members are vaccinated. We have 6 team members unvaccinated {4 on a leave of absence and 2 with medical exemption}.
- ◆ Harrisville Health Center Lease: Mr. Cayer shared with the group Dr. Shambo begin seeing patients at the Beaver River Health Center on Thursday, December 16th as the lease with the Town of Diana is set to expire this month. Dr. Shambo continues to see the same volume as he did at the Harrisville Health Center.
- ◆ Construction Project Update: Mr. Cayer shared the construction project is moving along nicely and noted the following timeline:
 - ✓ January 10, 2022 – all schedules will have been modified by this date
 - ✓ January 17, 2022 – project goes out to bid
 - ✓ January 26, 2022 – construction pre-bid walk through
 - ✓ February 14, 2022 – bids are due
- ◆ Thank you: Mr. Cayer thanked the board for their service to our health system in 2021 and noted how much he appreciates their support and friendship, and added, he looks forward to working with everyone in 2022 post COVID-19 and working on the capital project which will bring something meaningful to our community.

☐ PRESIDENT'S REPORT:

- ◆ Strategic Topics for January 2022:
 - ✓ Employed Provider Practices {Dr. Harney}
- ◆ 2022 Committee Assignments: Mr. Young shared with the board a copy of the 2022 Committee assignments based on the following committees:
 - ✓ Executive: M. Young, D. Musnicki, P. McDowell, J. Jones, and K. Rennie
 - ✓ Finance: M. Young, R. Chartrand, S. Ross, C. Steckly, and M. Mastascusa
 - ✓ Human Resources: J. Jones, R. Chartrand, M. Mastascusa, M. Young and K. Rennie
 - ✓ Planning: D. Musnicki, J. Lehman, P. McDowell, Dr. Meny, and M. Young. It was suggested to name this committee the "Capital Improvement Committee"
 - ✓ Quality Council: K. Rennie, S. Ross, J. Lehman, C. Steckly, and P. McDowell
 - ✓ Medical Staff: C. Steckly and Dr. Meny
 - ✓ Ethics: J. Jones and M. Young
 - ✓ PAC: J. Jones

The Executive Committee is a new committee in 2022 and it will consist of the three officers {President, Vice President and Secretary} and 2 of the committee chairs for a total of 5 members. He added it will meet quarterly or as needed. Mr. Young requested if a Board member has any questions or concerns regarding their assignment, to reach out to him.
- ◆ Administration and CEO Goals for 2022: Board President, Mr. Young, again reiterated with the group his suggested goals for this group for next year together with a few new suggestions:
 - ✓ Maternity Services Restored
 - ✓ Capital Project
 - ✓ Clinical Affiliation
 - ✓ Staffing / Succession Planning
 - ✓ New Revenue Sources

- ✓ Board Retreat
- ✓ By-law Review
- ✓ Behavior Health
- ✓ Nursing Home Census
- ✓ Recruitment/Retention of Physicians
- ✓ Review of Vision Statement
- ✓ Assisted Living Facility

Mr. Young requested CEO, Mr. Cayer, review the proposed list of goals and present his final list to the board at the January 26, 2022 Board of Managers meeting.

- ◆ News In General: The Board received a copy of the December 2021 News In General.
- ◆ News Notes: The Board received a copy of the News Notes from the media for the month of November.
- ◆ Richard Chartrand – Board President, Mr. Young, noted and thanked Mr. Chartrand who will continue to serve as the liaison from the Board of Legislators for the next two years.
- ◆ Howard Meny, M.D. – Mr. Cayer shared Dr. Meny's term on the Board of Managers was renewed for the next five (5) years by the Board of Legislators.

☐ CONSENT ITEMS:

#97. Motion by Mr. Chartrand, seconded by Mrs. Mastascusa, to approve the November 22, 2021 Board of Managers' meetings and acknowledge receipt of the following minutes (all minutes were previously distributed with the board packets):

- 11/18/2021 Standards Review Committee Minutes
- 12/13/2021 Human Resources Committee Minutes
- 12/13/2021 Medical Staff Committee Minutes
- 11/15/2021 Executive/Finance Committee Minutes

Approved.

VOTE: yes 11, no 0.

☐ MEDICAL STAFF: Dr. Lyndaker, Medical Director, provided the following update.

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

#98. Motion by Mrs. Jones, seconded by Mrs. Ross, to enter executive session at 5:09 p.m. for credentialing matter. Approved.

VOTE: yes 11, no 0.

#99. Motion by Mrs. Steckly, seconded by Mrs. Rennie, to return to regular session at 5:19 p.m. Approved.

VOTE: yes 11, no 0.

☐ Credentialing/Recredentialing:

#100. Motion by Mr. Chartrand, seconded by Mrs. Mastascusa, to approve the following:

Reappointments:

- Isaac Mills, D.O. – Reappointment to the Courtesy Staff, Emergency Medicine Service, with privileges as requested.
- Amish Naik, M.D. – Reappointment to the Courtesy Staff, Surgery Service, with Orthopedic and Clinic privileges as requested.
- Alex Strassburg, M.D. – Reappointment to the Courtesy Staff, Internal Medicine Service, with privileges as requested.

Delegated Reappointments include:

- Tahir Alkhairy, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.

- Jeffrey Caverly, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Linda Dew, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Supriya Gupta, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Christian Ingui, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Aaron Jun, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Surender Kurapati, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Nghi Lu, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Daniel Lucas, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Kamiar Massrouf, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Jose Ospina, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Atul Patel, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Ari Plosker, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Huma Qureshi, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Peilin Reed, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Robert Reuter, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Robert Rippner, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Farid Shafaie, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.
- Alix Vincent, M.D. – Reappointment to the Courtesy Staff, Radiology Service, with privileges as requested.

Appointments:

- Lisa Sanders, N.P. – Appointment to the Initial Provisional Adjunct Staff, Internal Medicine Service, with privileges as requested.
- Stacey Walton, N.P. – Appointment to the Initial Provisional Adjunct Staff, Family Practice Service, with Clinics privileges as requested.

Advancements:

Delegated Advancements include:

- Eugene Barasch, M.D. – Advancement to the Courtesy Staff, Radiology Service, with privileges as requested.
 - Rooshin Dalal, M.D. – Advancement to the Courtesy Staff, Radiology Service, with privileges as requested.
 - Jodi Speth, D.O. – Advancement to the Courtesy Staff, Radiology Service, with privileges as requested.
 - Dwight Townsend, M.D. – Advancement to the Courtesy Staff, Radiology Service, with privileges as requested.
- Approved.

VOTE: yes 11, no 0.

Other: None

#101. Motion by Mrs. Steckly, seconded by Mrs. Ross, to enter executive session at 5:20 p.m. for contract and strategic matters. Approved.

VOTE: yes 11, no 0.

#102. Motion by Mr. Chartrand, seconded by Mrs. Ross, to return to regular session at 5:58 p.m. Approved.

VOTE: yes 11, no 0.

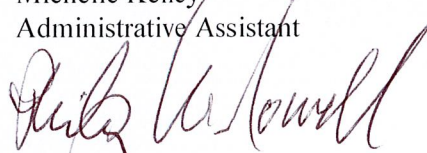
#103. Motion by Mrs. Jones, seconded by Mrs. Mastascusa, to adjourn at 6:00 p.m. Approved.

VOTE: yes 11, no 0.

Respectfully submitted,



Michelle Kelley
Administrative Assistant



Philip McDowell, Secretary
Board of Managers

Countersigned: