

**LEWIS COUNTY GENERAL HOSPITAL
BOARD OF MANAGERS
January 30, 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.

*Richard Chartrand
Steven Fuller
Jennifer Jones*

*John Lehman
Marguerite Mastascusa
Philip McDowell
Donald Musnicki*

*Karen Rennie
Susan Ross
Michael Young*

Others
Present

*Gerald R. Cayer, Chief Executive Officer
Jeff Hellinger, Chief Financial Officer
Michele Prince, Chief Operating Officer
Michelle Kelley, Administrative Assistant
Neva Bossard, Chief Nursing Officer
Christina Flint, Community Services Coordinator
Jessica Skiff, Director of Human Services
Lisa Bain, Nursing Home Administrator
Dr. Sean Harney, CMO, Employed Provider Clinics
Dr. Thomas Birk, Medical Staff President
Dr. Manoj Vora, Medical Staff Non-Voting Member
Julie Abbass, Reporter, Watertown Daily Times (entered at 5:39 p.m. and left at 6:15 p.m.)
Crystal Perel, Press Ganey*

PLEDGE OF ALLEGIANCE

VISION AND MISSION STATEMENT: The health system's Vision and Mission Statement were shared with the group at the start of the meeting by board member, Mrs. Ross.

EXCUSE ABSENT MEMBERS

#1. Motion by Mrs. Jones, seconded by Mrs. Rennie, to excuse Mrs. Cheryl Steckly from the meeting. Approved.

VOTE: yes 10, no 0.

EMPLOYEE OF THE MONTH

#2. Motion by Mrs. Jones, seconded by Mrs. Ross, to congratulate Tammy Thompson, LPN, as the *Employee of the Month* for December. Approved.

VOTE: yes 10, no 0.

AUXILIARY REPORT: See a copy of the Auxiliary report in the Board portal.

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

PUBLIC COMMENT: None

❑ OLD BUSINESS:

- ✓ OnRad/MDIG
 - Remote radiology
 - Internal “nighthawk”
 - Dr. Mirchandani

Mr. Cayer shared with the Board a matrix outlining each of the Radiology specialties based on a question from the December Board of Managers Meeting from Mrs. Ross. It was noted Dr. Mirchandani is the Radiologist on site during the day and our “nighthawk” providers read after 5:00 p.m.

❑ EXECUTIVE SESSION:

- #3. Motion by Mrs. Mastascusa, seconded by Mr. Musnicki, to enter executive session at 4:40 p.m. Approved.

VOTE: yes 10, no 0.

- #4. Motion by Mr. McDowell, seconded by Mr. Musnicki, to return to regular session at 5:38 p.m. Approved.

VOTE: yes 10, no 0.

- ❑ **GENERATIVE DISCUSSION:** Mr. Cayer presented information to the Board regarding our Critical Access Hospital (CAH) status.

- ❑ **STRATEGIC FOCUS ISSUES:** Mr. Donald Musnicki, Chair of the Board of Manager’s Planning Committee, briefed the Board regarding the Surgical Pavilion / MS Revitalization project. He noted the Planning Committee met today just before the Board meeting and discussed the floor plans, project timeline and budget. He added a lot of work has gone into planning this project and we have a very aggressive timeline. Mrs. Michele Prince is in the process of filing the Certificate of Need with the NYSDOH. We are hoping to bid the project out in May or June and award contracts in late June, and begin construction in 2020.

❑ OPERATIONAL UPDATES:

- Patient Safety/Quality:
 - ✓ The Preventable Harm Events Dashboard {January – December 2019} through a bubble graph was reviewed with the Board.
 - ✓ LCGH/RHCF Concerns {January – December 2019}. A copy of the 2019 Concern Log was reviewed with the group.
 - ✓ Mrs. Michele Prince shared with the group a video titled “Zero Patient Harm IS Achievable” through the Joint Commission website. She noted this new campaign is forthcoming for our facility and more information will be shared through the Quality Council Committee.
- Finance Update – Jeffery Hellinger, CFO:
 - ✓ Period 12 Review:
 - There was a loss of \$278,385 versus a budgeted loss of \$212,812 for the month of December. The YTD gain is \$191,662 versus a breakeven budget.

- Human Resources Update– Jennifer Jones, Chair:
 - ✓ New Hires, Resignations, Retirements & Terminations: The organizations new hires, resignations, retirements and terminations for the period of December 13, 2019 – January 24, 2020 were included in Board packets.
 - ✓ Mrs. Jones briefed the Board regarding the topics covered at the Human Resources Committee Meeting which met on January 28, 2020.
 - ✓ Employment Offers for Future Graduates:

#5. Motion by Mrs. Jones, seconded by Mr. Lehman, the Board endorsed for the Human Resources Department to offer Employment Offers for Future Graduates in the following specialties: Laboratory Technologist, Athletic Trainer and Clinical RN's. Approved.

VOTE: yes 10, no 0.

□ CHIEF'S EXECUTIVE'S REPORT

- ◆ Copenhagen Health Center – Mr. Cayer noted the Certificate of Need (CON) for this health center has been filed and we are waiting to hear back from the NYSDOH on its approval.
- ◆ Medical Director – Mr. Cayer shared two potential candidates were interviewed this week for this position and a final decision should be made by Monday next week.
- ◆ Physician / APP Compensation – Mr. Cayer noted in order to standardize physician / APP compensation packages addendums to each provider's contract will be added.

□ PRESIDENT'S REPORT:

- ◆ Strategic Topics for February 2020:
 - ✓ Elder Care Services
 - ✓ Employed Provider Practices
- ◆ News In General – January 2020: The Board received a copy of the January 2020 News In General.
- ◆ News Notes: The Board received a copy of the News Notes from the media for the month of December.
- ◆ Other: President, Mr. Young, welcomed Mr. John Lehman to his official Board meeting.
- ◆ Foundation Gala: President, Mr. Young, informed the group the Foundation's signature event, The Gala, is scheduled for Friday, March 27, 2020 at the Lowville Elks and each Board Member should have received an invite at this time. He added he is hoping to have a good turnout at the event where Dr.'s Root and Williams will be honored for their twenty-nine years of service at our health system.

□ CONSENT ITEMS:

#6. Motion by Mrs. Mastascusa, seconded by Mrs. Ross, to approve the December 23, 2019 Board of Managers' meetings and acknowledge receipt of the following minutes (all minutes were previously distributed with the board packets):

- ◆ 12/12/2019 Standard's Review Team Committee Minutes
- ◆ 01/09/2020 Standard's Review Team Committee Minutes
- ◆ 01/28/2020 Executive / Finance Committee Minutes
- ◆ 01/28/2020 Human Resources Committee Minutes

Approved.

VOTE: yes 10, no 0.

- **MEDICAL STAFF:** Dr. Birk, Medical Staff President, shared the following update with the Board:
 - ◆ Shared a thank you note the Medical Staff received from Mr. Charles Truax.
 - ◆
 - ◆ Credentialing/Recredentialing on tonight's agenda will be discussed in Executive session.

#7. Motion by Mrs. Rennie, seconded by Mr. Fuller, to enter executive session at 6:40 p.m. Approved.

VOTE: yes 10, no 0.

#8. Motion by Mr. Chartrand, seconded by Mrs. Ross, to return to regular session at 6:47 p.m. Approved.

VOTE: yes 10, no 0.

□ **Credentialing/Recredentialing:**

#9. Motion by Mr. Fuller, seconded by Mr. Lehman, to approve the following:

Reappointments:

- Steven Fogelman, M.D. – Courtesy Staff, Family Practice Service, with Psychiatry (Category III) privileges as requested
- Steven Kaplan, MD – Active Staff, Surgery Service, with Orthopedics and Clinic privileges as requested

Appointments:

- Gautam Mirchandani, MD – Associate Staff, Radiology Service, with privileges as requested

Advancements:

- Briana Metzler, NP – Permanent Adjunct Staff, Family Practice Service, with Clinic privileges as requested

Hold:

- Eldad Vered, MD – Courtesy Staff, OB/GYN Service and Clinic privileges as requested
(*Dr. Vered's Advancement was held for 30 days to obtain further information*)
- Anton Wineman, PA – Permanent Adjunct Staff, Internal Medicine Service, with privileges as requested
(*Held for Military Leave*)

Approved.

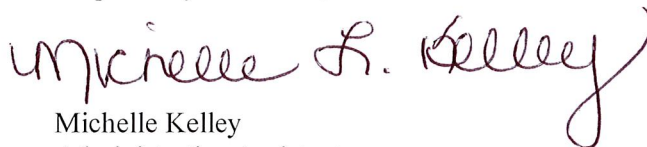
VOTE: yes 10, no 0.

□ **OTHER:** None

#10. Motion by Mr. Chartrand, seconded by Mrs. Rennie, to adjourn at 6:52 p.m. Approved.

VOTE: yes 10, no 0.

Respectfully submitted,



Michelle Kelley
Administrative Assistant

Countersigned:

Philip McDowell, Secretary
Board of Manager