



St. John's Health
P.O. Box 428
Jackson, Wyoming 83001
307-733-3636

Committee: Board of Trustees Regular Meeting –Public Session - via Zoom

Meeting Date: July 21st, 2022

Minutes Prepared By: Morgan Gurney, Senior Executive Assistant

Members Present:

Cynthia Hogan, Chair
Evan Jones, Vice-Chair
Sue Critzer, Secretary
Scott Gibson, Treasurer
Katharine Conover-Keller,
Trustee
Mike Tennican, Trustee
Bruce Hayse, MD, Trustee

Members Absent:

Others Present:

Dave Robertson, CEO
John Kren, COO/CFO
Morgan Gurney
Alisa Lane
Aude-Noelle Nevius
Audra Nielsen
Joan Goldfarb
Karen Connelly
Max Fairclough
307-739-7650
307-739-7333
541-880-6742
Susan Freeze
Dr Mary Trott
Naomi Floyd
Marcus Stauffer
Mette Mosquera
Richelle Heldwein
Seth Robertson
Sheldon Perkins
Sherry Simpson
Tom Lubnau
Jen Chiappa
Jen Simon
Cristy
Phillip Fox

Board Advisors Present:

Jim Little Jr
Bob Pisano
Bob Hopkins
Jim Hunt

Call to Order

The public board meeting was called to order at 12:03 p.m. MT by Cynthia Hogan, Chair.

Chair Comments *(presented by Ms. Cynthia Hogan)*

Ms. Hogan expressed gratitude to the Town and County officials for supporting the placement of the SJH Hitching Post Workforce Housing project on the SPET ballot in November. The local elected officials spent months evaluating and discussing the merits of each project and provided voters with an extensive choice of vetted projects on the 2022 SPET ballot. The Hitching Post project requested \$24 million of SPET funds towards the projected construction costs of about \$75 million. This request was approved and the SJH Hitching Post project will be placed on the SPET ballot in November. St. John's Health will be donating the land, already owned, to the project. Voters will vote to select the projects that will be funded with their tax dollars. There are five important workforce housing projects and other essential community service projects on the SPET ballot for November. Cynthia urges the community to inform themselves about each project prior to the November election.

Cynthia expressed gratitude to our excellent nurses, clinical staff, physicians, and technicians who work at SJH and take care of our community members. The goal of the new compensation plan and re-building of the Hitching Post are both efforts to support and take care of SJH staff members so they can continue providing quality healthcare to the community.

Approval of Minutes

Ms. Hogan presented for approval the minutes of the June 23rd, 2022, Regular Meeting of the Board of Trustees.

It was moved by Sue Critzer, seconded by Bruce Hayse, to approve the June 23rd meeting minutes as presented. The motion carried unanimously.

2022-2023 Fiscal Year Operating and Capital Budget (*presented by Dave Robertson and John Kren*)

Dave Robertson provided a budget introduction at 12:11 am MT that focused on the current state, compensation system, the ongoing impact of COVID, and the inflationary pressures that SJH faces. Additionally, Dave discussed the many ways that reinvestment into the community of any excess of revenues over expenses generated by SJH occurs.

John Kren presented the assumptions, statement of operation, and operating capital requests within the proposed Operating and Capital Budget from 12:23 pm to 12:33 pm MT. Scott Gibson, Finance Committee Chair, commented on the wage increases and property tax revenue proposed within the Budget presented by Dave and John. Following the presentation, questions and comments were taken at 12:33 pm MT.

Scott Gibson announced that Jim Hunt will become the Vice-Chair of the Finance Committee. Scott Gibson will remain Chair.

A copy of the Operating and Capital Budget Proposal presentation materials, which provides information on each of the above topics, is attached and made a permanent part of these minutes.

CEO Report (*presented by Dave Robertson*)

Dave Robertson recommended the approval of an SJH designated Infection Preventionist, Allen Hodges. Allen Hodges has served for numerous years as the SJH infection prevention specialist and is an RN as well as a certified infection control specialist. Per CMS's new regulatory guidelines, this designated role must be voted on by the Board of Trustees.

It was moved by Evan Jones, seconded by Cynthia Hogan, to approve Allen Hodges as the St. John's Health Infection Preventionist. The motion carried unanimously.

Mr. Robertson presented the monthly CEO report that focused on the following topics:

- Town and County SPET Ballot Decisions
- Housing Update
- Compensation System Rollout
- Successful DNV Survey

A copy of Mr. Robertson's presentation materials, which provides information on each of the above topics, is attached and made a permanent part of these minutes.

Strategy, Development, and HR Committee (*presented by Ms. Cynthia Hogan*)

Ms. Hogan expressed gratitude to our Human Resource Department for all of the hard work they have put into rolling out the new compensation plan to every SJH employee.

Ms. Hogan mentioned that the Committee approved the Administration team to review the Mercill Avenue Condo Project located at 105 Mercill Avenue. The Administration will look into this project as a potential opportunity to acquire additional capacity for the hospital's workforce housing program.

Cynthia mentioned that the Town Planning Commission meets in August and will review the SJH King & Karns project plan. If approved, the project will continue the natural approval process and will be reviewed by the Town Council. The Town Council Monthly meeting is in September and SJH hopes they will review and approve the SJH King & Karns, 15-unit workforce housing project.

The Trust for Public Lands received approval on the Northern South Park Loop project. This is a potential opportunity for SJH to partner with TPL and landowners for workforce housing. The committee is gathering information and learning about the timing of this project.

Lastly, the Committee reviewed the tunnel project timing as well as additional projects that are included in the capital budget for the fiscal year 2022 – 2023.

CEO Search Process Update *(presented by Ms. Katharine Conover-Keller & Mr. Evan Jones)*

Ms. Conover-Keller announced that Korn Ferry, the CEO Search firm, brought 14 applications to the Search Committee. After an extensive review process, the Committee interviewed 7 applicants via Zoom. From the 7 interviewed, the Search Committee invited 4 candidate finalists to meet for an in-person, second round of interviews.

Katharine mentioned that Korn Ferry will lead a Leadership Values meeting with the Search Committee. This meeting will discuss the values the Search Committee identified for SJH and how each finalist's leadership values align with the leadership values at SJH.

Katharine thanked Morgan Gurney for helping the Search Committee schedule in-person interviews and expressed gratitude to the entire Committee for all of their hard work up to this point in the search process.

Evan Jones commented that the in-person interviews will have a public notice but will then immediately go into executive session with only the Board of Trustees regarding the engagement of a professional person.

Joint Compliance & Quality Control Committee *(presented by Ms. Sue Critzer)*

Ms. Critzer reported that the committee had one policy, the Regulatory Agency Visit- For Cause or Complaint Investigation, with minor wording changes and the monthly credentialing recommendations from the Medical Executive Committee for approval.

It was moved by Katharine Conover-Keller, seconded by Evan Jones to approve the Regulatory Agency Visit policy. The motion carried unanimously.

Dr. Jim Little Jr. recommended the credentialing recommendations as provided by the Medical Executive Committee for approval. There are no red flags or uncommon recommendations to review.

It was moved by Mike Tennican, seconded by Cynthia Hogan, to approve the credentials recommendations from the MEC meeting of July 18, 2022. The motion carried unanimously.

Sue Critzer congratulated and thanked the SJH staff on the successful DNV Survey Audit.

Finance, IT, and Facilities Committee *(presented by Mr. Scott Gibson)*

Mr. Gibson reported that the committee met today, July 21st, and focused the majority of their time reviewing Cybersecurity at SJH. The committee invited a cybersecurity specialist and a few community informatic specialists to join the Committee meeting. The Finance Committee has an IT specific meeting twice a year. These specialists contribute to an in-depth review of the SJH IT infrastructure, cybersecurity, and provide the latest information on the topic.

The Finance, IT, and Facilities Committee recommends the approval of the 2022-2023 Fiscal Year Operating and Capital Budget as presented earlier in this meeting.

It was moved by Mike Tennican, seconded by Scott Gibson, to approve the 2022-2023 Fiscal Year Operating and Capital Budget after the statutory thirty-minute waiting period. The motion carried unanimously.

The SJH Foundation *(presented by Ms. Sheldon Perkins)*

Ms. Perkins, Vice-President of the SJH Foundation, introduced herself in her new role as interim President of the SJH Foundation. The Foundation Board previously voted to purchase an additional tomosynthesis machine and to implement a software upgrade to the current MRI. The tomosynthesis machine has been purchased and the software upgrade is currently in progress. Since the tomosynthesis machine has been operational, it has helped reduce the patient wait time from a six-week wait time down to a ten-day wait time. Year-to-date screening mammograms increased by 9% with a record-setting month of May, with 409 screens. The Foundation Board thanks everyone for supporting these purchases.

Sheldon mentioned that the Foundation Board voted to support Hospice Enhancement services. This service would include additional staff, music therapy, healing touch, and massage for Hospice patients. A sub-committee has been established and will work to create a long-term strategy for the SJH Hospice department and patients.

Lastly, Sheldon mentioned that Deirdre Griffith is participating in the Mongol Derby, a 621-mile (100km) race across the Mongolian Steppe. Griffith has been raising funds for the new Parental Mental Wellness Program she helped create at SJH. Doctors and nurses at St. John's will share information about mental health resources when new parents are being discharged from the hospital after giving birth. Lactation consultants, who are already calling every patient at weeks two and four, are now conducting mental health screenings and can provide referrals within the St. John's network within 24 hours.

Old Business – None

New Business – None

Public Comment – None

Next Meeting

The next regular monthly meeting is scheduled for noon on August 21st, 2022, via Zoom only. The Executive Session begins at 2:30 pm and the monthly Public Session begins at 4:00 pm.

Adjournment

With nothing additional to discuss, Ms. Hogan adjourned the meeting at 1:15 p.m.

Respectfully submitted,

Morgan Gurney, Senior Executive Assistant

Proposed Operating and Capital Budget

Fiscal Year 2023



Budget Introduction

- Current State
- Compensation Package
- Ongoing Impact of COVID
- Inflationary Pressures



Reinvestment in the Community



FY 2023 Assumptions

- 2% Outpatient Volume Increase
- Compensation Plan Adjustments
 - ✓ Market adjustments
 - ✓ Structured step and grade system
- 5% Supply and Pharmaceutical Increase
- SJ Health Foundation Contributions will be used for capital investments
- Reinvestment in the Community



FY 2023 Proposed Statement of Operations

OPERATING REVENUE	
Net Patient Service Revenue	183,126,567
Other Operating Revenue	<u>4,090,771</u>
Net Operating Revenue	<u>187,217,338</u>
OPERATING EXPENSES	
Salaries / Wages / Contract Staff / Benefits	106,556,311
Supplies and Other Expenses	69,282,801
Interest Expense	1,094,725
Depreciation and Amortization	<u>10,422,532</u>
Total Expenses	<u>187,356,369</u>
Gain / (Loss) Before Other Income	<u>(139,031)</u>
NON-OPERATING	
Nonoperating Revenue and Expense	9,452,730
SJH Foundation Contribution	<u>1,825,000</u>
Total Gain	<u>\$ 11,138,699</u>



FY 2023 Operating / Routine Capital Request

Operations	1,970,848
Facilities	25,735
Lodging	103,750
POB	350,000
Information Systems	<u>551,740</u>
Total Capital Budget Proposed for FY 2023	<u><u>\$ 3,002,073</u></u>

(Does not include any FY22 rollover)





CEO Report

Board of Directors Meeting
July 21, 2022



Topics

- Town and County SPET Ballot Decisions
- Housing Update
- Compensation System Rollout
- Successful DNV Survey



Town and County SPET Ballot Decisions

- Approximately \$165M in SPET projects approved to be placed on the November ballot
- 5 separate housing initiatives approved to be placed on the ballot
- SJH Hitching Post request for \$24M in SPET funding to support an estimated 1/3 of the cost of construction/development of an approximate 100-unit complex consisting of workforce rental housing, patient/family overnight housing, and on-call overnight housing for essential health care workers
- SJH is providing 1.65 acres of land and with assistance of SJHF approximately 2/3 of construction/development cost
- SJH entered into an MOU with Town and County in which we have committed to participate in the Town planning review process and comply with Land Development Regulations and Building Codes of the Town and County



Housing Update

- The Hitching Post
 - Zoning Commission unanimously recommended approval of a zoning map change for The Hitching Post from NM-2 to P/SP on May 4th
 - June 21st Town Council approved the Zoning Map Amendment changing the Hitching Post from NM-2 to P/SP
 - First public reading was held on July 18th
 - Attention turning to next phase of planning, design, and engineering efforts



Compensation System Implementation

- \$7.5M compensation system restructure and investment has been in the design and planning stage for 6 months
- Is currently being communicated to all staff with individualized worksheets developed for each of our 850 team members
- Initial days of roll-out have been very positive



Unannounced DNV Survey

- Survey began on June 28
- Very positive survey with no condition level findings



Questions?
