

**MEMORIAL HOSPITAL OF CONVERSE COUNTY  
BOARD OF TRUSTEES**

**Date:** March 25, 2026

**Time:** 5:28pm

**Location:** Admin. Classroom

**Present:** Robert Kayser; Bobbe Fitzhugh; Nick Linford; Rhonda Dilts; Cristy Cobb; Matt Dammeyer; Shaun Keef; Victor Le Gloahec; Dave Patterson; Mindi Pile; Liz Mahoney; Heather Jones; Alexander Lansang, MD; Giovanna Coppola (student intern), Shelly Lopez (guest); Bray and Emily Huston (guests)

**Teams:** Kyle Sokol, MD

**Call to Order:** Robert Kayser

**Agenda:** Motion made and seconded to approve the agenda. All present approved; motion carried.

**Previous Minutes:** Motion made and seconded to approve the minutes of the February 25, 2026 meeting. All present approved; motion carried.

<b>Topic</b>	<b>Discussion</b>	<b>Action Plan</b>
<b>Great Catch Award</b>		
	The first quarterly Great Catch Award was presented to Emily Houston, RN. Shelly Lopez summarized the two catches and shared comments from Emily's co-workers.	
<b>Finance Committee</b>		
Financials	<p>The February CFO Executive Summary and the financial and statistical packet were included in the packet. Nick commented that the committee discussed the increase in patient and insurance refunds. Shaun noted there was a loss of \$290,000 in February. Year-to-date, the net income is \$3.9M. The February operating margin was \$1.8M. The consolidated total cash is \$16.5M. Shaun commented that his initial focus will be the revenue cycle. Specifically, AR days need to be decreased from 81 to 45. Department budget meetings are in process and monthly meetings will be conducted during FY27. Bob noted the graph for SMC showing that the average daily census for the past 12 months has been below budget and less than the 2 required by CMS to qualify as a hospital. It was also noted that ortho surgeries have been below budget for the past two months. Eight procedures had to be referred outside the system due to lack of timely resources and Drs. Murphy and Gebhart were out for a week.</p> <p>A resolution to add and remove signatory authority for MHCC documents was presented for approval. It was noted that checks will now have two management signers.</p>	<p>Motion made and seconded to accept the February 2026 financials as presented. All present approved; motion carried.</p> <p>Motion made and seconded to approve the signatory resolution. All present approved; motion carried.</p>
<b>Consent Agenda</b>		
Check and ACH	The February 2026 check and ACH registers had been	Motion made and

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Registers	reviewed and approved by Nick Linfoord.	seconded to accept the February 2026 check and ACH registers. All present approved; motion carried.
<b>Quality Council Report</b>		
	<p>Liz summarized the previous day’s meeting, which included the following reports:</p> <ul style="list-style-type: none"> <li>✓ Harm Count – Misti Bachus</li> <li>✓ Core Measures – Misti Bachus</li> <li>✓ Specimen Labeling – Anna Cobb</li> <li>✓ Inpatient Falls – Shelly Lopez</li> <li>✓ Suicide Tracer – Saret Burchfield</li> <li>✓ ED Boarding Time – Saret Burchfield</li> <li>✓ Incomplete Medical Records – Nick Belveal</li> <li>✓ Critical Lab Results – Cristy Cobb</li> </ul> <p>In addition, the group reviewed and approved the 2026 Utilization Review Plan. It was noted that SMC is included in the plan. The plan was presented to the Board for their approval. Liz shared that Drs. Clifford and Wandsneider are the physician advisors for the UR Committee and two will be added from SMC. Heather Jones was added to the Quality Council to represent SMC. The following regulatory updates were shared:</p> <ul style="list-style-type: none"> <li>○ SMC Lab Survey – POC has been submitted.</li> <li>○ MHCC Lab Survey – POC is due 4/18.</li> <li>○ MHCC Triennial Survey – Expected in June.</li> <li>○ SMC Triennial Survey – Halted due to less than two active inpatients.</li> </ul> <p>A recent sentinel event was also reported.</p>	Motion made and seconded to approve the 2026 Utilization Review Plan. All present approved; motion carried.
<b>Old Business</b>		
	None	
<b>New Business</b>		
	None	
<b>COS Report</b>		
	Dr. Lansang shared an update from the various MEC committee meetings. He noted the development of psychology privileges and a no-show policy for the MOB.	
<b>CEO Report</b>		
	<p>Victor shared the following recruitment update:</p> <ul style="list-style-type: none"> <li>➤ Travis Kieckbush, MD (Ortho) – 8/1 start</li> <li>➤ Brenton Jennewine, MD (Ortho) – 9/1 start</li> <li>➤ Shannon Lambert, PA-C – PRN in Wheatland</li> </ul>	

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	<ul style="list-style-type: none"> <li>➤ Richardo Caldas, DO (IM) – 8/1 start</li> <li>➤ Endovascular Neurosurgeon – negotiations ongoing</li> </ul> <p>Matt shared initial volume projections for an ED at SMC. Next steps are to refine the assumptions, clarify the capital amount then obtain approval from the CFO. Shaun shared his opinion of the initial pro forma. The documents will be reviewed at the 4/9 Finance Committee then approved electronically by the Board by 4/13.</p>	
<b>Education</b>		
	WHA CEO/Trustee Spring Mtg. May 19; Best Western Sheridan Center Rhonda, Bob, Bobbe and Matt will attend.	Elaine will register the attendees and reserve hotel rooms.
<b>Executive Session</b>		
		Motion made and seconded to adjourn to Executive Session at 6:47pm pursuant to W.S. §16-4-405(a) (ii). All present approved; motion carried.
		It was moved, seconded and carried to adjourn from Executive Session at 7:46pm.
Credentials	<p>Dr. Lansang presented the following recommendations for privileges.</p> <p><b><u>Initial Appointment</u></b> Matt More, MD – Radiology (Locum)</p> <p><b><u>Reappointment</u></b> Danielle Clarke, FNP – Nurse Practitioner (WMA) Amanda Dykes, DNP – Nurse Practitioner (MOB) Karen, Fagin, MD – Neurosurgery Clinton Masterson, MD – Emergency Medicine Karli McMillan, DO – Family Medicine (MOB)</p> <p><b><u>Criteria Waiver Request</u></b> Karen Fagin, MD – requested a permanent waiver of board certification.</p>	Motion made and seconded to approve the credentials recommendations as presented. All present approved; motion carried.

**Adjournment:** Robert Kayser asked if there was any objection to adjournment. There was none, the meeting was adjourned at 7:46pm. Minutes typed by Elaine Litwiller, subject to corrections.

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Approved By:   
Bobbe Fitzhugh, Board Secretary

Date: 5/27/26