

Regular SJH Board of Trustees Public Meeting 09.30.2022 at 4pm MT via Zoom

via Zoom



**ST. JOHN'S HEALTH – BOARD OF TRUSTEES
MEETING AGENDA FOR FRIDAY, SEPTEMBER 30th, 2022**

2:30 pm – Call to Order Executive Session.

4:00 pm – Adjourn Executive Session and Reconvene Public Session

<u>PUBLIC SESSION</u>	<u>PURPOSE</u>	<u>PRESENTER</u>
COMMENTS FROM THE CHAIR	Information / Action	C. Hogan
MINUTES Approval of the August 25 th Regular & September 9 th Special Board Meeting Minutes	Action	C. Hogan
COMMENTS FROM THE CEO	Information / Action	D. Robertson
COMMITTEE/MEDICAL STAFF REPORTS AND ACTION ITEMS		
1. Strategy, Development, and HR Committee	Information / Action	C. Hogan
a. Committee Report		
b. SPET Education	Information	N. Healey
c. Review of HR metrics	Information	T. Kinney
2. Finance, IT and Facilities Committee	Information / Action	S. Gibson
a. Committee Report		
3. JCQC Committee	Information / Action	S. Critzer
a. Committee Report		
4. Nominating and Governance Committee	Information / Action	S. Critzer
a. Committee Report		
Foundation Report	Information / Action	B. Pisano
OLD BUSINESS:		
NEW BUSINESS:		
PUBLIC COMMENT:		
DATE OF NEXT MEETING: Thursday, October 27 th , 2022 – Public Session at 4:00 PM via Zoom only.		
ADJOURNMENT	Action	C. Hogan



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: August 25th, 2022

Minutes Prepared By: Morgan Gurney, Senior Executive Assistant

Members Present:

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

Members Absent:

Others Present:

Dave Robertson, CEO
John Kren, COO/CFO
Morgan Gurney
Audra Nielsen
Joan Goldfarb
Jen Simon
Julian Rivera
Laurie
Miranda de Moraes
Karl Meyer
Michelle
MW
Naomi Floyd
Richelle Heldwein
Seth Robertson
Tom Lubnau
Phillip Fox
Roger Perkins
Sandy Ress
Thom Kinney
Mary Ponce
Karen Connelly
Sean Ryan
Alisa Lane
307-413-3678
Bill

Board Advisors Present:

Jim Little Jr
Bob Pisano
Bob Hopkins
Jim Hunt
Pam Cutler
Vance Vanier

Call to Order

The public board meeting was called to order at 4:00 p.m. MT by Evan Jones, Vice-Chair.

Chair Comments *(presented by Mr. Evan Jones)*

Mr. Jones reported that SJH continues to make excellent progress with efforts to establish additional workforce housing. The Hitching Post is the most significant project underway. The project targets to create approximately 100 deed-restricted workforce housing units. The Hitching Post has received the Town Council’s re-zoning approval and has been placed on the 2022 SPET Ballot for the November 8th election. Mr. Jones encouraged everyone to actively educate the electorate on this project as we enter into the election season. The second largest workforce housing project SJH has been working on is The King & Karns project. This is a 15-unit workforce housing project and set to “break ground” this fall pending both Town and Board approvals. Both projects are essential in order to provide for the housing needs of SJH staff and create long-term housing solutions that will strengthen and protect the SJH workforce.

Mr. Jones recognized Dave Robertson for his tremendous job running St. Johns’ Health. Dave stepped into the CEO Role at the hospital last summer, during a very difficult time. Evan mentioned that Dave has been a calming voice, professional, and very helpful to everyone at SJH including in his efforts in supporting the CEO Search Committee. Dave has participated and has helped navigate the entire search process.

Mr. Jones recognized the importance of a transparent and trusting relationship with the local media, JH News & Guide. Evan thanked Evan Jones-Robinson, writer for the JH News & Guide. Evan’s last

day with the JH News & Guide is this weekend and SJH wishes him well. SJH welcomed new reporter Miranda de Moraes to JH News & Guide.

Approval of Minutes

Mr. Jones presented for approval the minutes of the July 21st, 2022, Regular Meeting of the Board of Trustees.

It was moved by Katharine Conover-Keller, seconded by Cynthia Hogan, to approve the July 21st meeting minutes as presented. The motion carried unanimously.

CEO Report *(presented by Dave Robertson)*

Richelle Heldwein, Chief Risk and Compliance Officer, presented the annual Board training on compliance. This program focused on reviewing laws and regulations that all staff members abide by. Additionally, the training provided information on reporting methods. Ms. Heldwein answered all questions that followed.

Seth Robertson, Sage Living Executive Director, presented an analysis of the Sage Living CMS Star Rating. Mr. Robertson reviewed the rating methodology, quality measures, CMS reports, and staff ratings. Mr. Robertson highlighted the fact that Sage Living can move up or down in the Health Inspection rankings, even without a Health Inspection. Sage Living faces the challenges of caring for those with dementia and the constant impact of staffing turnover. Mr. Robertson answered all questions that followed his presentation.

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

- Housing Update
- SJH Foundation Update

Following Dave's report, Evan Jones asked for an update on information regarding the new SJH Compensation System. Dave Robertson announced that the final letter on the new SJH Compensation System was sent out on August 24th to all and Thom Kinney answered questions on that process. Dr. Bruce Hayse commented on how this new SJH Compensation System has positively impacted SJH retention.

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

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

Mr. Gibson reported that July experienced an overall decrease in outpatient volume in the first month of the new fiscal year. Inpatient results were on target with the fiscal year budget. The decreased outpatient volume resulted in a -3% Net Revenue variance to the budget. SJH's first month into the fiscal year results came in slightly behind the operating budget. The committee refinanced SJH debt in 2020 when rates were more favorable. An initiative that will allow endowment creation for public entities will be included on the November 2022 ballot. Once the language for this initiative have been finalized for how it will appear on the ballot, the SJH team will send out the wording.

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

Ms. Conover-Keller reviewed the timeline and applicants of the CEO Search Committee. Katharine announced that Korn Ferry, the Search Firm, received 350 applications. The Search Firm narrowed down the applicants to conduct 40 in-depth interviews and selected 17 to be interviewed by Zoom. Out of the 17 the Search Firm interviewed, they recommended 14 to the SJH CEO Search Firm. Katharine mentioned that the CEO Search Committee narrowed the field to eight and chose to interview those eight candidates by Zoom. Based on those interviews, the Committee then invited four candidate finalists to meet for an in-person, second round of interviews in early August. Korn Ferry conducted a leadership assessment of the four candidates and they each scored extremely high in all four categories which were competencies, traits, drivers, and experiences. All four candidate finalists presented a strategic report on the future state of SJH three years from now, described major accomplishments, and outlined the strengths and challenges going forward from there, to the Board Members and Advisors. Two of the candidates were extremely confidential and presentations were conducted off-campus. The other two candidates met with the Medical Executive team, the direct reports to the CEO, Administrative staff, and were given a tour of the building. One of the highly confidential candidates was later invited back for the same group meetings with staff and tour.

After all of the meetings, the CEO Search Committee chose two strong candidates to consider. Both had strong references. The CEO Search Committee selected one to propose to the Board of Trustees. The CEO Search Committee has recommended that the Board of Trustees enter into an employment contract negotiation which was discussed in Executive Session.

It was moved by Scott Gibson, seconded by Mike Tennican, that the Board of Trustees enter into the contract negotiations discussed in Executive Session and if terms are agreed upon, will then bring the contract back to the Board for approval in a public meeting. The motion carried unanimously with each Board member voicing their approval.

Evan Jones added that the public can expect more announcements from the CEO Search Committee after the Labor Day holiday. The CEO Search Committee and Board hope to finalize the due diligence, bring the final contract for Board approval, and announce the chosen candidate.

Nominating and Governance Update *(presented by Mr. Jim Hunt)*

Mr. Hunt presented on Board Roles and the Path to Success. The presentation focused on the SJH Governance role, the difference between non-profit and for-profit, and reviewed what makes the board function well and what qualities make a good Trustee. Mr. Hunt answered all questions that followed his presentation.

Vance Vanier, Pam Cutler, and Dr. Bruce Hayse commented on how the committee has a strong functioning team and how that has shown through the interview and election process. As the community has grown, the committee has had the privilege to seek additional skill sets and bring those skills into a committee which will support the Board as either a Board Member or Advisor.

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

The SJH Foundation *(presented by Mr. Bob Pisano)*

Mr. Pisano, SJH Foundation Chair announced the overview of the Foundation staff. Anna Olson has been selected as President of the Foundation. Anna will be starting her duties on September 26th. Bob recognized Sheldon Perkins and the Foundation staff for all of their hard work over the past few months. Bob mentioned that the Foundation's focus in the upcoming months will be to focus on

housing initiatives. The Hitching Post project that is on the SPET ballot will be their main focus of educational support.

Old Business – None

New Business – None

Public Comment – None

Next Meeting

The next regular monthly meeting is scheduled for September 30th, 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, Mr. Jones adjourned the meeting at 5:27 p.m.

Respectfully submitted,

Morgan Gurney, Senior Executive Assistant

CEO Report

Board of Directors Meeting
August 25, 2022



Topics

- Annual Board of Trustees Compliance Education – Richelle Heldwein
- Sage Living Star Ratings Analysis – Seth Robertson
- Housing Update
- SJH Foundation Update



Compliance Education

D. Richelle Heldwein, MPH, B.S., R.T., (R), CPHRM



Compliance

St. John's Health is committed to follow all laws and regulations

Compliance is EVERYONE's responsibility

Prevents noncompliance

Detects noncompliance

Corrects noncompliance



Ethics – Do the Right Thing!

Act Fairly and Honestly

Comply with the letter and spirit of the law

As a part of the compliance program, it is important that you conduct yourself in an ethical and legal manner.

It's about doing the right thing!

Adhere to high ethical standards in all that you do

Report suspected violations

9

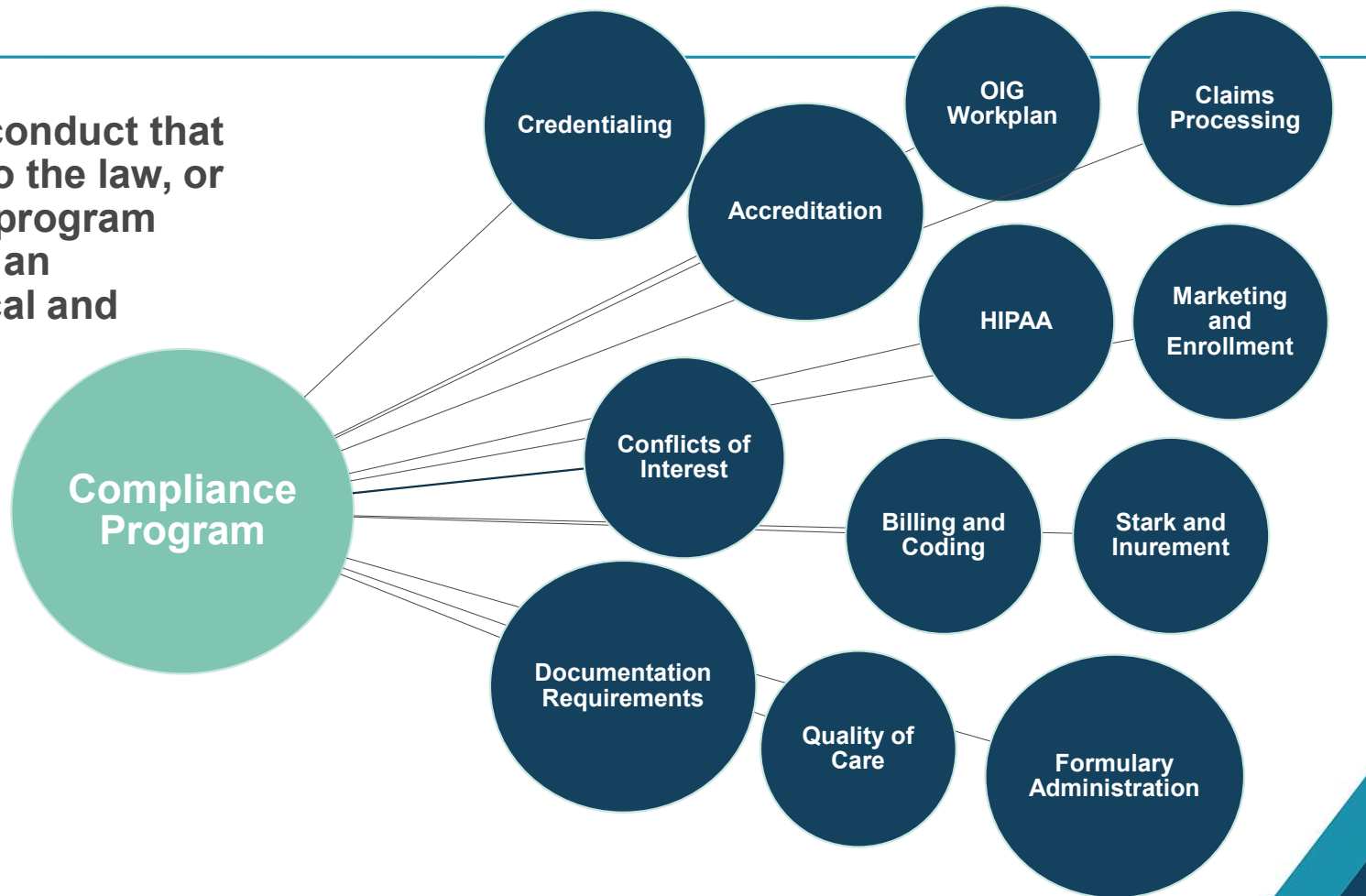
Board Compliance Committee

- OIG Work Plan
- HIPAA Compliance
- Patient Complaints
- Billing and Coding Audits
- CMS Regulations
- House-wide Audits
- Regulatory Inspections
- ISO Certifications



What Is Noncompliance?

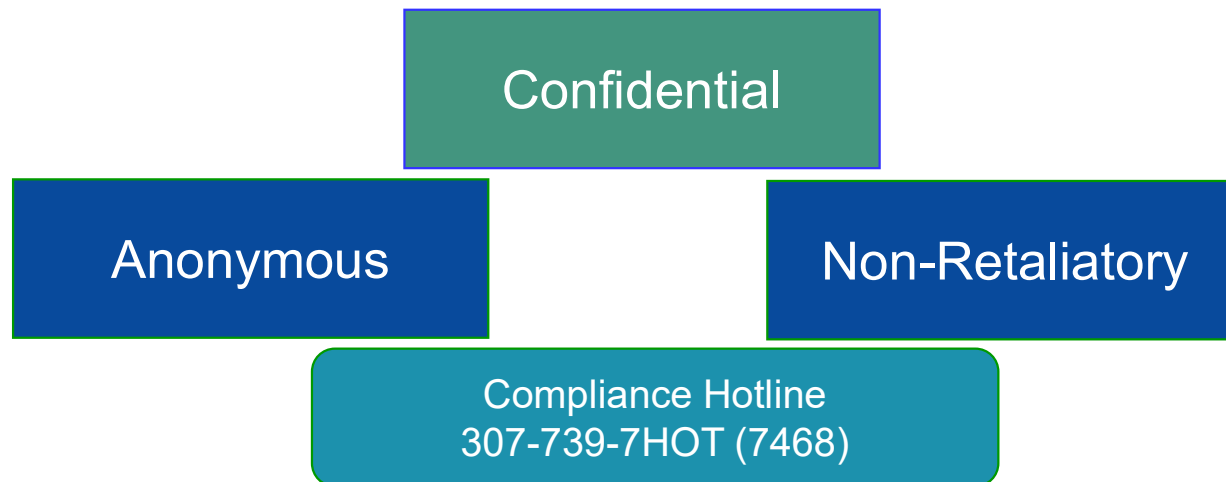
Noncompliance is conduct that does not conform to the law, or federal health care program requirements, or to an organization's ethical and business policies.



“I’m Afraid to Report Noncompliance”

There will be **NO** retaliation against you for reporting suspected noncompliance in good faith.

SJH offers reporting methods that are:



Sage Living Star Rating Review

Seth Robertson, Executive Director Senior Living



Long Term Care Star Rating Methodology

Overall Quality rating is based on:

1. Annual CMS on-site health inspection survey
2. Quality metric measures
3. Staffing ratios and hours



Care Compare Five-Star Ratings of Nursing Homes
Provider Rating Report for June 2022

Ratings for St John's Health Sage Living (535046) Jackson, Wyoming				
Overall Quality	Health Inspection	Quality Measures	Staffing	RN Staffing
★★★★★	★★★★★	★★★★	★★★★★	★★★★★

Ranking within the state

Top 10% = 5 stars

Middle 70% = 2-4 stars

Bottom 20% = 1 star



Annual On-site Health Inspection



- Points based on 3 year look back with recent years weighted heavier.
- This is the most important category for determining Overall Quality (our star rating).



Care Compare Five-Star Ratings of Nursing Homes Provider Rating Report for June 2022

Ratings for St John's Health Sage Living (535046) Jackson, Wyoming				
Overall Quality	Health Inspection	Quality Measures	Staffing	RN Staffing
★★★★★	★★★★★	★★★★	★★★★★	★★★★★

Quality Metrics

Long-Stay QMs		Short-Stay QMs
- ADL Decline	- Physical Restraints	- Pressure Ulcers
- Mobility Decline	- Urinary Tract Infections	- Moderate to Severe Pain - Delirium
- Catheter	- Moderate to Severe Pain	
- High-Risk Pressure Ulcers		

- Calculated by MDS data
- ADLs weighed more heavily
- Ranked against other nursing homes nationally
- Sage Living resident mix challenges
 - Legacy Lodge closing



Care Compare Five-Star Ratings of Nursing Homes
 Provider Rating Report for June 2022

Ratings for St John's Health Sage Living (535046) Jackson, Wyoming				
Overall Quality	Health Inspection	Quality Measures	Staffing	RN Staffing
★★★★★	★★★★★	★★★★	★★★★★	★★★★★

Staffing Ratings

- RN hours per resident
- Total clinical staff hours per resident
 - Clerical, housekeeping, ancillary staff not included
- Ranked compared to staffing of other nursing homes
- Change impacting Sage Living:
 - CMS now includes staff turnover, including traveler turnover



Care Compare Five-Star Ratings of Nursing Homes
 Provider Rating Report for June 2022

Ratings for St John's Health Sage Living (535046) Jackson, Wyoming				
Overall Quality	Health Inspection	Quality Measures	Staffing	RN Staffing
★★★★★	★★★★★	★★★★	★★★★★	★★★★★

Sage Living June & July CMS Reports



Care Compare Five-Star Ratings of Nursing Homes
 Provider Rating Report for June 2022

Ratings for St John's Health Sage Living (535046) Jackson, Wyoming				
Overall Quality	Health Inspection	Quality Measures	Staffing	RN Staffing
★★★★★	★★★★★	★★★★	★★★★★	★★★★★



Care Compare Five-Star Ratings of Nursing Homes
 Provider Rating Report for July 2022

Ratings for St John's Health Sage Living (535046) Jackson, Wyoming			
Overall Quality	Health Inspection	Quality Measures	Staffing
★★★★★	★★★★★	★★★	★★★★

- Quality Measures is down to a 3-star rating
- Staffing is now 1 score instead of 2; down to a 4-star rating
- Overall star rating is still 5-star, because of our Health Inspection (survey) score



Final Notes

- Sage can move up or down in the Health Inspection (survey) rankings, even without a survey, depending on the on-site surveys happening across the state.
- Quality Measures dropping coincides with Legacy Lodge closing and increasing our memory care resident population.
- Staffing ratios have always been excellent at Sage, but our turnover and traveler utilization is concerning moving forward.



CEO Report

Board of Directors Meeting
August 25, 2022



Housing Update

- The Hitching Post
 - Re-zoning of The Hitching Post to P/SP is now final – The third reading of this decision occurred on August 15th without objection
 - SJH has advertised for proposals for both a Design/Build team and an Owner's Representative
 - Key to this project is approval of the SPET initiative on November 8th
 - Project will create approximately 100 deed-restricted workforce housing units adjacent to the SJH Campus
 - Required funding for this project includes \$24M in SPET funding with the remaining \$60M of projected funds coming from St. John's Health through a joint effort of SJH and SJH Foundation



Housing Update (Continued)

- King & Karns
 - The Development Plan was approved at the August 3rd Planning and Zoning Commission Meeting – Next goes to the Town Council on September 6th
 - Project is a 15-Unit workforce housing project (with some units deed-restricted)
 - Combination of 5 Studio units and 10 2-BR units
 - Estimated construction cost of \$8.7M in addition to land and architect costs
 - Goal is to be able to be “in the ground” this fall pending Town and Board approvals



SJH Foundation Team

- The SJH Foundation has a new team consisting of:
 - Anna Olson – SJHF President (begins September 26th)
 - Sheldon Perkins – Vice President of Marketing and Development
 - Chris Clabuesch – Operations and Program Manager
 - Mette Mosquera – Development and Marketing Specialist
- This team will lead, and have full responsibility for, all activities of the SJH Foundation including all capital campaign design and execution
- The SJH Foundation Board and St. John's Health are excited and thrilled to have such an outstanding team leading the SJH Foundation



Questions?



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

Committee: Board of Trustees Special Meeting - via Zoom

Meeting Date: September 9th, 2022

Minutes Prepared By: Morgan Gurney, Senior Executive Assistant

Members Present: **Members Absent:** **Others Present:**

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

Mike Tennican,
Trustee

Please see attendees in
the document attached

Board Advisors Present:

Jim Little Jr
Bob Pisano
Bob Hopkins
Jim Hunt
Pam Cutler
Vance Vanier

Call to Order

The special public board meeting was called to order at 8:03 a.m. MT by Cynthia Hogan, Chair.

It was moved by Katharine Conover-Keller, seconded by Sue Critzer, to start the special Board Meeting. The motion carried unanimously.

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

Ms. Hogan recalled that at the August Public Board Meeting, the CEO Search Committee recommended that the Board of Trustees enter into employment contract negotiations with the selected candidate and if terms were agreed upon, to then bring the final negotiated contract to the Board for approval in a public meeting. Ms. Hogan announced that with the involvement and due diligence of Dave Robertson, John Kren, and our legal team, the CEO Search Committee has successfully negotiated an employment contract. This special public meeting is to review and discuss the contract negotiations and to hear any recommendations from the CEO Search Committee. Ms. Hogan thanked the CEO Search Committee for their hard work and commitment to confidentiality throughout this process. Without confidentiality, the CEO Search Committee would not have been successful. Ms. Hogan asked Katharine Conover-Keller, co-chair, to give a committee update.

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

Ms. Conover-Keller thanked the Search Committee for their time and dedication to the search process that began in February. Katharine thanked Korn Ferry. The Search Firm that was engaged for this effort., Korn Ferry did an excellent job sourcing candidates that had the desired attributes SJH was looking for. Katharine reviewed the timeline and progress the CEO Search Committee made over the past six months.

Mr. Jones announced that the CEO Search Firm has selected Jeff Sollis as the recommended candidate as the new St. John's Health CEO. Jeff Sollis is the current CEO at Eastern Idaho Regional Medical Center and has led that organization as CEO for the past four years. Evan continued to provide a short biography on Jeff Sollis. The Search Committee co-chairs mentioned that many reference checks were completed on Jeff Sollis, provided quotes from a few of the references, and announced that all references were extremely positive.

Open Discussion *(presented by Ms. Cynthia Hogan)*

Ms. Hogan shifted the meeting to an open discussion starting with Board Members and Advisors, followed by Foundation Members and Advisors, Medical Staff, SJH Employees, and the public. Multiple people shared their personal interaction, enthusiasm, and support to hire Jeff Sollis as the new St. John's Health Chief Executive Officer.

Search Committee Recommendation *(presented by Ms. Katharine Conover- Keller)*

After open discussions were completed, Ms. Conover-Keller stated that it was the recommendation of the Search Committee that the SJH Board of Trustees accept the recommendation of the Search Committee, hire Jeff Sollis as Chief Executive Officer of St. John's Health under the terms and condition of the employment agreement negotiations between the parties, and authorize the Chair of the Board to execute the employment agreement on behalf of St. John's Health.

It was moved by Cynthia Hogan, seconded by Evan Jones, to approve the recommendation of the Search Committee, to hire Jeff Sollis as the new CEO of St. John's Health under the terms and conditions of the employment agreement negotiations between the parties, and to authorize the Chair of the Board to execute the employment agreement on behalf of St. John's Health. The motion carried unanimously.

Next Meetings *(presented by Ms. Cynthia Hogan)*

Ms. Hogan mentioned that there is a Town Hall for all SJH staff at 10:00 am MT following this special public meeting. The Town Hall will feature an introduction of Jeff Sollis.

On Monday, September 12th, Mr. Sollis will be on campus, rounding through each department of the hospital and clinics to meet SJH staff members. There will be a reception at Sage Living that evening at 4:30 pm MT for all SJH staff.

The next regular monthly meeting is scheduled for Friday, September 30th, 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 9:32 a.m.

Respectfully submitted,

Morgan Gurney, Senior Executive Assistant



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

Committee: Board of Trustees Special Meeting - via Zoom

Meeting Date: September 9th, 2022

Others Present:

Dave Robertson	Travis Ward	Catherine
John Kren	Allie Truelove	Chris Clabuesch
Morgan Gurney	Bill Stangl	Laurie Andrews
Audra Nielsen	Teresa	Lindsay Long
Bex Bjork	Karen Connolly	Linda
Valerie Beck	Johanna	Lindsay Love
Thomas Fairclough	Renee Lopez	Lisa Finkelstein, MD
Kaitlin Silbaugh	Roger Perkins	Marcus Stauffer
Shari	Sheldon Perkins	Mette Mosquera
Whitney Matson	Tyler Wertenbrush	Michelle's iphone
Tom Lubnau	Erin Turley	Naomi Floyd
Laurentius Marais	Kristina	Patricia
Laurie	Kathryn Niner	iPhone (114)
Miranda De Moraes	Thomas Kinney	iPhone (21)
Richelle Heldwein	Marcia Lux, MD	307-250-0703
Anna's iPhone	Amelia Davis	307413-9037
Julian Rivera	Alan	307-690-3517
Seth Robertson	Alisa Lane	678-936-2110
Sthompson	Amanda Polak	702-239-0595
Patrick Almond	Chuck's iPhoneX	307-733-3636
Alison Gee	C Rivera	174-328-4977
Renee's iPhone	Dave Baker	User
Cathy Richwine	Debbie Stanford	
Jennifer Chiappa	Ed Liebzeit	
Sean Ryan	Elizabeth Stromberg	
Stephanie Snow	Fred Keller	
Jessica Romo	J. Love	
Katherine	Jane Carey	
Philip Fox	JS	
Judi Kraft	Aude-Noelle Nevius	
Travis Ward	Betty Zernick	
Susan Freeze	Becca Radley	
Mary Ponce	Bob Halper	