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| For Madison Valley Medical Center | | | |
| MINUTES | DATE: 09/22/2022 | 8:00 AM | MADISON VALLEY MEDICAL CENTER DOWNSTAIRS CONFERENCE ROOM |
| APPROVED _____ | | | |
| MEETING CALLED BY | Dorothy Fossel, Chairman | | |
| TYPE OF MEETING | Monthly Board Meeting | | |
| FACILITATOR | Dorothy Fossel | | |
| NOTE TAKER | Judi Stonebraker | | |
| TRUSTEES PRESENT | Present: Dottie Fossel, Mary Oliver, Jeff Montag, Jim Hageman Absent: Bryant Harp | | |
| STAFF PRESENT | Allen Rohrback CEO, Charley Able COO, Maura Davenport MD, Mady Speck Admin. Assistant, Allison Treloar CNO, Bonnie O'Neill HR Conference call: Dawn Conklin Foundation ED. Alicia Nicholson CFO | | |
| GUESTS PRESENT | Karen McMullin | | |

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| MINUTES REVIEW | DOTTIE FOSSEL |
| MOTION | <i>Trustee Oliver moved to approve the August 25, 2022 minutes as presented. Trustee Hageman seconded. All voted aye. Motion passed.</i> |

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| MEDICAL STAFF REPORT | MAURA DAVENPORT MD |
| | <ul style="list-style-type: none"> • We are now giving flu shots and we also have the new Pfizer COVID vaccine. There has been an uptick in COVID cases and our other seasonal viruses are appearing. • This is Dr. Allen's first day. • Krystin Nutt and Kristin Mauerer are now providing diabetic counselling as part of our community care. We are getting a Point of Care A1C machine in the clinic so results on A1C tests are immediate. • Kristen Maurer is familiar with and trained with Suboxone treatment which helps with medication assisted treatment of opioid abuse disorders. • We are talking with Heidi Wilson who may be added to the behavioral health team. |

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| FINANCIALS | ALICIA NICHOLSON CFO |
| AUGUST | Alicia reviewed the power point slides with the key indicator report, graphs, balance sheet, profit and loss and trending graphs with questions from Trustees as the slides were being presented. |
| FINANCE COMMITTEE | <p>MVMC Agenda and Minutes of the Finance Committee September 20, 2022 1:30 PM</p> <p>Participating: For the Board, Jeff Montag and Jim Hageman. For MVMC, Allen Rohrback, Alicia Nicholson and Billie Jo Rowberry. Agenda and Minutes</p> |

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| | <ol style="list-style-type: none"> 1. Reviewed August financial information. 2. Evaluated funds available for additional investment and discussed possible uses of funds, including CD ladder, Foundation donations, land purchase option funding and ambulance purchase. 3. Discussed 2023 Operating and Capital Budgets. 4. Discussed 2021 Annual Report process. 5. Discussed annexation process status. 6. Discussed ambulance operations. 7. Discussed pharmacy operations, including Pharmacy RX30 and 340B accounting. 8. Discussed 401K Safe Harbor considerations and other employee benefit matters. <p>Trustee Montag expressed his appreciation to Allen and Alicia for the outstanding job they do in preparing the budget. It produces our best estimate of what the year ahead is going to look like. A great management tool.</p> |
| <p>FY 2023 BUDGET</p> | <p>Alicia covered the proposed FY2023 Operating and Capital Budgets with explanation of assumptions used. An in-depth discussion of the Capital Budget needs for the future with prioritizing items for 2023 and beyond.</p> |
| <p>MOTION</p> | <p><i>Trustee Montag made a motion to approve the August Financial Review and the September 20, 2022, Financial Committee Meeting report as presented and the approval of the proposed FY2023 Operating and Capital Budgets as presented Trustee Hageman seconded.</i></p> <p><i>All voted aye. Motion passed.</i></p> |

QUALITY

ALLISON TRELOAR CNO

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| | <p>For August, the 2nd month of the 3rd quarter. Med Errors 0, Patient Falls 0, FROAI 0, Hospital Readmissions n/a, ER readmissions 1, Test Results Communication not available, Never Events 0. Moving forward with a more structured plan for using EMTs and paramedics in the ER.</p> <p>MVMC Quality Committee Review Meeting Minutes 9.15.22 Present: Shane Overturf, Bonnie O’Neill, Kaine Zetterberg, Janine Clavadetscher, Billy Jo Rowberry, Savannah Wood, Dan Karlsgodt, Madyson Speck, Dottie Fossel Next Meeting: October 20, 2022, 2:00 pm, Board Room</p> <ol style="list-style-type: none"> 1. Reviewed Spreadsheet of Quality Measures <p>Melinda- Not present Bonnie-Turnover rate is at .08, 1 termination, 7 interviews and 6 new hires Savannah-BH Screenings went down, call backs are down-- two outliers Dan- Room cleaning was added to measures for facilities. Will report back next month on how this is going. Bev- Some equipment issues going on the past couple of weeks but everything is back up and running. Andy- Not present Shane- Bad click rate was down for this month, we are changing to process of sending out training videos (new employees will be higher targets).</p> |
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| | <p>Billy Jo- Average days to code went back up a little bit, Gross days in AR are coming down as well as net days, clean claim rates not as good this month (due to holding claims for new provider). Mady- We have peer review next week Bernie-not present Anya- 1 AMA's and no BMA's. 0 hospital readmits and 1 er readmit. Janine- Staff training is still at 92% (which is an all time high) and no staff injuries. Kaine- Another month of pretty impressive growth. 2164 processed, 1548 sold, 455 refills sold, 24 transferred out, 138 transferred in.</p> |
| MOTION | <p><i>Trustee Montag made a motion to accept the quality report as presented. Trustee Oliver seconded. All voted aye. Motion passed.</i></p> |

OPERATIONS

CHARLEY ABLE

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| | <ul style="list-style-type: none"> • IT – The first payroll after moving to Paylocity went well. Doing more preliminary prep for moving to new EMR system. • Coverage plan for central supply, sterilization services is going well. • Clinic: Behavioral Health screenings. IT has written software to manage these pieces more efficiently. • Transitioning the reporting of incidents, which is required by Yellowstone Insurance, from being done by one person to everyone being able to do it. |
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BUSINESS OF THE BOARD

DOTTIE FOSSEL

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| MOTION | <ul style="list-style-type: none"> • <u>Disaster Preparedness</u> Coordinator Steve Primm (EMT on MVMC EMS Staff) Steve explained preparations for active shooter type events utilizing ASHER (Active Shooter Hostile Event Response) planning. He covered protocols for handling an event. Thank you from the Board, Steve, for the work on this plan. • <u>Resolution Supporting MVMC Trauma Program</u> This Resolution must be renewed every two years. (a copy of this resolution was included in the board agenda packet for Trustee review) <i>Motion: Trustee Montag moved to continue as a designated Level 4 Trauma receiving center. Trustee Hageman seconded. All voted aye. Motion passed.</i> • Dr. Brendan Allen stopped in to meet the Board. • Chairman Fossel passed around article appearing in The Madisonian: one featuring new pharmacist Kaine Zetterberg; Flu Vaccine Clinics; PA Martin deGroot and his family preformed as a music group at an evening community event; Occupational Therapist Darcy Scignoli; the Foundation releasing the limited edition "Wild by Nature" book of photographs donated by Tim Erwin with proceeds to the Foundation. |
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FOUNDATION EXECUTIVE DIRECTOR REPORT

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| | <ul style="list-style-type: none"> • In the absence of ED Dawn Conklin, Trustee Montag mentioned a couple of items from their meeting. • Finalizing their budget. |
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ADMINISTRATIVE REPORT

ALLEN ROHRBACK CEO

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| | <ul style="list-style-type: none"> • <u>Annual Report</u> Allen has reviewed and will send to Board prior to mailing out. • <u>Annexation Update</u> On October 13 there will be a Town Meeting with the Annexation of the Mountain View Property Proposal on the agenda. The Town Council will have 60 days from this meeting to vote yes or no. • <u>Recruiting Update – Bonnie O’Neill</u> Currently we have 3 openings: 1- RN, 2 CT’s. In August we hired 4 permanent employees; in September we have hired 4. |
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PUBLIC COMMENT/NON-AGENDA ITEMS

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| | Karen McMullin introduced herself. She has lived here 40 years, raised four children here and practiced law for 27 years. She was involved with hospital years ago and stated it is so wonderful to see where it has grown to now and would love to be a part of it again. |
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ADJOURN

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| MOTION | <i>Trustee Montag made a motion to adjourn at 10:15 am to executive session. Trustee Hageman seconded. All voted aye. Motion passed.</i> |
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Minutes submitted by Judi Stonebraker.

Approved by:


 Dorothy Fossel Board Chairman

11/16/22
 Date