

<h1>Madison Valley Medical Center</h1>			
MINUTES	DATE: 04/22/2021	8:00 A.M.	MADISON VALLEY MEDICAL CENTER UPSTAIRS CONFERENCE ROOM & CONFERENCE CALL
APPROVED _____			
MEETING CALLED BY	Dorothy Fossel, Chairman		
TYPE OF MEETING	Monthly Board Meeting		
FACILITATOR	Dorothy Fossel		
NOTE TAKER	Judi Stonebraker		
TRUSTEES PRESENT	Mary Oliver, Jim Hageman, Via conference call: Dottie Fossel		
TRUSTEES ABSENT	Jeff Montag, Bryant Harp		
STAFF PRESENT	Allen Rohrback, Maura Davenport MD Chief of Staff, Mady Speck Administrative Assistant, Charley Able COO, Dawn Conklin Foundation ED, Allison Treloar Via conference call.: Alicia Nicholson Controller,		
GUESTS PRESENT	Via conference call: Susan Metzger Foundation President		

Meeting called to order at 8:00 a.m.

MINUTES REVIEW	DOTTIE FOSSEL
MOTION	<i>Trustee Oliver moved to approve the March 25, 2021 minutes as presented. Trustee Hageman seconded. All voted aye. Motion passed.</i>

MEDICAL STAFF REPORT	MAURA DAVENPORT MD
	<ul style="list-style-type: none"> • Dr. Svingen is now fully integrated into the clinic and the ER. • We have another resident coming. • We have been continuing to work with the school on Covid protocols. • We have been reviewing policy and procedures for the ambulance service from a provider standpoint. EMT's have been in the building this week and there will be two more hospital orientations before the official operations of the ambulance service by MVMC begins on May 1.

FINANCIALS	ALICIA NICHOLSON
MARCH	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><u>Agenda and Minutes of the Finance Committee April 15, 2021</u> Participating: For the Board, Jeff Montag and Jim Hageman. For MVMC Allen Rohrback and Alicia Nicholson.</p> <ol style="list-style-type: none"> 1. Reviewed the March 2021 financial information. 2. Evaluated funds available for additional investment and discussed possible uses of funds. 3. Discussed 2020 annual report preparation.

	<p>4. Discussed compliance with Federal hospital relief programs, including sources and uses of funds, internal documentation, protocols and Federal reporting requirements, particularly status of Covid grant reimbursement filing.</p> <p>5. Discussed revised operating budget.</p> <p>6. Discussed annexation process.</p> <p>7. Discussed ambulance transition process.</p> <p>8. Discussed mill levy process.</p> <p>9. Discussed pharmacy matter.</p> <p>10. Discussed Big Sky partnership with Bozeman Health.</p>
REVISED BUDGET	<p>Alicia covered highlights of comparing the original budget with the most current update, the revised budget (with 6 months projected) and the differences between them.</p> <p>The Trustees expressed their appreciation for the great work by Alicia and the leadership team on this process.</p>
COMPLIANCE WITH COVID-19 FUNDING	<p>Alicia reported that there will be between \$750-\$850,000 in allowable expenses through July that we will be able to keep from the Covid Relief Fund.</p>
MOTION	<p><i>Trustee Hageman made a motion to accept the revised FY2021 budget, the March 2021 Financial Review and the April 2021 Financial Committee Report as presented. Trustee Oliver seconded.</i></p> <p><i>All voted aye. Motion Passed</i></p>

QUALITY COMMITTEE REVIEW

ALLISON TRELOAR CNO

QUALITY SCORECARD	<p>Allison covered the 1st Quarter 2021 Quality Scorecard with more in-depth explanation of score results.</p>
QUALITY COMMITTEE	<p>Quality Committee Review Meeting Minutes 04-15-2021</p> <p>Present: Shane Overturf, Dawn Conklin*, Anya Pearce, Allison Treloar, Dottie Fossel*, Mady Speck, Charley Able, Randy Meador*, Alicia Nicholson*, Bryant Harp*, Melinda Tichenor, Allen Rohrback. (*via teleconference)</p> <p>1. <u>Reviewed Spreadsheet of Quality Measures</u> Melinda-Added new measure. # of redraws/# of patients. Was 5/524 Savannah-Yearly consent down to 80%, patient call backs at 88%. Randy – All Measures 100%. Trouble ticket reporting 75%. Went around and retaught everyone how to use the ticketing system. Bev -not present Shane – Know B4 clicks went down, 500 outage minutes (was on bzn end) Alicia – was not able to close on the 7th, but did close on the 8th, no errors in payroll. Mady – will report after next quarterly peer review meeting. Anya – Met BCMA goal in ER 96%, 1 patient fall, 5 medication events. Savannah – Consents are not getting signed, overall doing well in clinic.</p> <p>2. <u>Quality Scorecard for Board of Trustees</u> Allison shared and talked about each category on the Quality Scorecard and will go more in depth during the Board Meeting.</p>
MOTION	<p><i>Trustee Oliver made a motion to accept the Quality Report as presented. Trustee Hageman seconded.</i></p> <p><i>All voted aye. Motion Passed</i></p>

OPERATIONS

CHARLEY ABLE COO

	<ul style="list-style-type: none"> • In the process of conducting safety training. • The business office has transitioned to the Moonlight building. • Hiring continues to be a challenge. A major problem is the lack of affordable housing for new to the community hired people. • We are doing the final finishing design and pieces on the Neenan remodel projects. We should have a finished plan to present at the next board meeting for approval. • A triage nurse has been hired for the clinic.
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BUSINESS OF THE BOARD

DOTTIE FOSSEL

ANNUAL PROGRAM REVIEW	Required by CMS is an Annual Program Review of MVMC Policies.
MOTION	<i>Trustee Fossel moved to approve the Annual Program Review. Trustee Oliver seconded. All voted aye. Motion passed.</i>

FOUNDATION EXECUTIVE DIRECTOR REPORT

DAWN CONKLIN FOUNDATION ED

	<ul style="list-style-type: none"> • The Foundation income for March was \$59,053.61 the majority of which was from a legacy gift. Dawn passed around the new Legacy Giving Brochure. • The Foundation is working on a new endowment fund. • In response to the request to release the restricted Covid appeal funds to the restricted ambulance fund has provided \$67,140. There are 23 more donors who have not yet responded. • The grant application to the Town Pump Grant program in the amount of \$4,750 for ambulance needs has been submitted. • In April a survey has been sent out to donors to get a better understanding of what areas they are interested in giving to, what time of the year, etc. • Summer programs are focused on raising money for the ambulance fund. • Dawn will be contacting donors to help finance the patient room upgrades. • Donor Presentation: Large donors want to find out the needs of hospital. Allen and Dawn have discussed moving forward to work with Brickhouse on creating a brochure, possibly a booklet and/or presence online to inform of future major hospital needs.
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ADMINISTRATIVE REPORT

ALLEN ROHRBACK

	<ul style="list-style-type: none"> • <u>Covid Update</u> We had done 2,635 total vaccinations, 1,158 are fully immunized. We have 145 people on the Ennis waiting list and 56 people on the Big Sky waiting list. Currently on our schedule are 456 patients. • <u>Facilities Planning</u> Allen, Charley and Jim Hageman continue to meet with Neenan Architects and Cardinal on the final details of the build. • <u>Pharmacy Services Update</u> Pat Tolson will become the Pharmacist-in-charge. Allen explained the duties and responsibilities of this position. • <u>Donor Presentation:</u> Covered in the Foundation Report • <u>Ambulance Update:</u> Covered in the med staff report.
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	<ul style="list-style-type: none"> • <u>Yellowstone Insurance Exchange</u> Kelly Casey, Vice President of Yellowstone Insurance, (via conference call) presented an overview of our professional liability coverage and risk management plan. • <u>Investments</u> Brian Bently of Morgan Stanley reported on the MVMC investment accounts for the 1st Quarter of 2021
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PUBLIC COMMENT/NON-AGENDA ITEMS

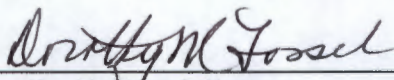
	Susan Metzger, Foundation President: We are planning to raise as much as we can for the ambulance. In working on grant proposals, the earlier we receive information from the Board on hospital/pharmacy will be helpful to the Foundation.
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ADJOURN

MOTION	<i>Trustee Oliver made a motion to adjourn the board meeting at 10:45 a.m. Trustee Fossel seconded. All voted aye. Motion passed.</i>
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Minutes submitted by Judi Stonebraker.

Approved by:



 Dorothy M. Fossel Chairman

 9/2/21
 Date