

<b>For Madison Valley Medical Center</b>			
MINUTES	DATE: 07/22/2022	8:00 AM	MADISON VALLEY MEDICAL CENTER DOWNSTAIRS CONFERENCE ROOM
APPROVED _____			
<b>MEETING CALLED BY</b>	Dorothy Fossel, Chairman		
<b>TYPE OF MEETING</b>	Monthly Board Meeting		
<b>FACILITATOR</b>	Dorothy Fossel		
<b>NOTE TAKER</b>	Judi Stonebraker		
<b>TRUSTEES PRESENT</b>	Present: Dottie Fossel, Mary Oliver, Jeff Montag, Jim Hageman Via Conference call: Bryant Harp		
<b>STAFF PRESENT</b>	Allen Rohrback CEO, Bonnie O'Neill HR, Dawn Conklin Foundation ED, Charley Able COO, Maura Davenport MD, Alicia Nicholson CFO, Mady Speck Admin. Assistant		
<b>GUESTS PRESENT</b>	None		

<b>MINUTES REVIEW</b>	DOTTIE FOSSEL
<b>MOTION</b>	<i>Trustee Oliver moved to approve the June 23, 2022 minutes as presented. Trustee Hageman seconded. All voted aye. Motion passed.</i>

<b>MEDICAL STAFF REPORT</b>	MAURA DAVENPORT MD
	<ul style="list-style-type: none"> <li>• The new provider summer schedule is still working well.</li> <li>• We still have high numbers of COVID cases with two requiring hospitalizations. Dr. Davenport reported we have outpatient medications to treat COVID.</li> <li>• Dr. Allen will start on September 15.</li> <li>• Ambulance: On a follow up to this topic from the June meeting, Allen, Dr. Davenport, Alicia and Bernie will evaluate and analyze what a 24-hour shift schedule would look like and the costs. The number one obligation to the community is the availability of two crews and a rapid response time.</li> <li>• Community Integrated Health: We have appointed Jenna Egdorf as the lead in CIH and she is working on her certification. The Foundation is also working on a grant to cover expenses for the first two years of the CIH program.</li> </ul>

<b>FINANCIALS</b>	ALICIA NICHOLSON CFO
<b>JUNE</b>	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.
<b>FINANCE COMMITTEE</b>	<p><b>MVMC</b>  <b>Agenda and Minutes of the Finance Committee</b>  <b>July 20, 2022</b>  <b>9:00 AM</b></p> <p><b>Participating:</b> For the Board, Jeff Montag and Jim Hageman. For MVMC, Allen Rohrback, Alicia Nicholson and Billie Jo Rowberry.  <b>Agenda and Minutes</b></p>

	<ol style="list-style-type: none"> <li>1. Reviewed June financial information.</li> <li>2. Evaluated funds available for additional investment and discussed possible uses of funds.</li> <li>3. Discussed Federal hospital relief grant programs, including sources and uses of funds.</li> <li>4. Discussed 2021 Annual Report process.</li> <li>5. Discussed quarterly budget update.</li> <li>6. Discussed annexation process status and land purchase option.</li> <li>7. Discussed ambulance operations.</li> <li>8. Discussed pharmacy operations, including Pharmacy RX30 and Cardinal support.</li> <li>9. Discussed TIF/TEDD matters.</li> <li>10. Discussed personnel matters.</li> <li>11. Discussed Cerner software implementation plan.</li> </ol>
<b>MOTION</b>	<p><i>Trustee Montag made a motion to approve the June Financial Review and the July 29, 2022, Financial Committee Meeting report as presented. Trustee Hageman seconded. All voted aye. Motion passed.</i></p>
<b>BUDGET UPDATE</b>	<p>Alicia reviewed the summary sheet explaining the assumptions used for the projections made to update the budget for the 4th quarter.</p> <p><i>Trustee Montag made a motion to accept the updated budget for the 4<sup>th</sup> quarter. Trustee Hageman seconded. All voted aye. Motion passed.</i></p>

**QUALITY**

CHARLEY ABLE COO

	<p>MVMC Quality Committee Review                  Meeting Minutes                  7.21.22                  Present: Shane Overturf, Bonnie O’Neill, Kaine Zetterberg, James McBirnie, Janine Clavadetscher, Dottie Fossel, Mady Speck, Melinda Tichenor, Billy Jo Rowberry, Charles Able, Andy Thomas, Savannah Wood, Bryant Harp, Dan Karlsgodt                  Next Meeting: August 18, 2022, 2:00 pm, Board Room</p> <ol style="list-style-type: none"> <li>1. Reviewed the spreadsheet of quality measures</li> </ol> <p>Melinda- Waived lab testing competence for nurses is going well. We need to complete competence testing for a few of our travelers.                  Bonnie- We have a total of 128 employees. turnover rate is at 2.3% for the month of June. We are going to carve out per-diem to look at what the turnover rate is for full and part-time employees.                  Savannah- Call backs are doing well, still not at 100% yet. The process is still evolving, there is a solid plan in place.                  Dan- Ceiling tiles missing or damaged are about 15 throughout the facility.                  Bev- Not present                  Andy- 13.9% no show rate. Was particularly one patient scheduled continuously throughout the month.                  Shane- bad click rate is at 3.7% for the month, and 87% completion rate. We had one outage that lasted about 30 minutes, this was a problem on Bozeman's end.</p>
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	<p>Billy Jo- was not closed by the seventh, but close. There were 31 posting errors, and 2 payroll errors. Numbers are all looking great, they are not meeting the goal but numbers are decreasing in the right way. Clean claim rate is lower than we would like.</p> <p>Mady- We initiated 24 peer reviews and 21 were completed for the month of May.</p> <p>Birney-Ambulance response time is very good and the average roll-time was very close to our goal of 2 minutes. Total number of transfers done by the hospital was 12, 10 transfers completed by our ambulance team; 2 transfers were completed by air ambulance.</p> <p>Allison &amp; Anya- no AMA's and 1 BMA's. 2 employee injuries, 2 ER readmissions.</p> <p>Janine- Staff training is at 92% (which is an all-time high).</p> <p>Kaine- Pharmacy quality measures were excellent; pharmacy is fully staffed;</p>
<b>MOTION</b>	<p><i>Trustee Montag made a motion to accept the quality report as presented.</i></p> <p><i>Trustee Oliver seconded.</i></p> <p><i>All voted aye. Motion passed.</i></p>

**OPERATIONS**

CHARLEY ABLE

	<ul style="list-style-type: none"> <li>• We have installed the new nurses call system.</li> <li>• Will implement Paylocity payroll system in July.</li> <li>• Pioneer software for the pharmacy has been working well.</li> <li>• The de-contamination shower has been refreshed.</li> <li>• Discussion: The need for employee housing is becoming a serious issue. The trustees discussed ideas.</li> <li>• The annexation application for the Mountain view property has been completed and submitted to the Town of Ennis.</li> </ul>
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**BUSINESS OF THE BOARD**

DOTTIE FOSSEL

	<ul style="list-style-type: none"> <li>• Chairman Fossel passed around Madisonian newspaper articles pertaining to MVMC.</li> </ul>
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**FOUNDATION EXECUTIVE DIRECTOR REPORT**

DAWN CONKLIN FOUNDATION ED

	<ul style="list-style-type: none"> <li>• \$38,143 for June: Greater Yellowstone Adventure Series, pledge payments from Out of Africa fundraiser. \$6,765 from the concert series sponsored by the Triple S Ranch and \$1,600 from the donation jar at the Community Picnic for a total of \$8,004 toward a new pediatric crib.</li> <li>Received a \$10,000 donation to the general fund and \$5,000 from Colleen Hill, a retiring Auxiliary lady, designated for the ambulance.</li> <li>• This month, Joe Dilschneider brought in a donation from Patrick and Suzanne Perot Magee for \$100,000 with \$75,000 designated for the RD Marks Physician Recruitment and Retention Fund and \$25,000 designated to the General Fund.</li> <li>• Six Auxiliary Ladies assisted at the Photo Booth at the Community Picnic.</li> <li>• Allen expressed to Dawn that her participation within the hospital is really appreciated and that she is true part of the hospital team.</li> <li>• There are Foundation Board Vacancies available.</li> </ul>
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**ADMINISTRATIVE REPORT**

ALLEN ROHRBACK CEO

	<ul style="list-style-type: none"> <li>• <u>Annexation Update</u>: Covered in operations report.</li> <li>• <u>Pharmacy Cardinal</u> conducted an initial pharmacy implementation performance assessment. Overall Kaine, Jim and Allen felt the base-line compliance items were all met. From the DEA and Board of Pharmacy standpoint we are meeting compliance requirements. Next step for our pharmacy is to implement the standard Cardinal policies. Cardinal will also follow-up in the next three months with a compliance audit. Overall going well.</li> <li>• <u>County Commissioners Special Meeting</u>: TEDD/TIF Moonlight Basin was not successful in submitting a request to the Montana Department of Revenue, for a total tax valuation of the proposed TEDD district, by the August deadline.</li> </ul>
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**INVESTMENT UPDATE**

	Brian Bentley of Morgan Stanley presented the 2nd Quarter investment report for MVMC.
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**PUBLIC COMMENT /NON-AGENDA ITEMS**

	None
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**ADJOURN**

<b>MOTION</b>	<i>Trustee Montag made a motion to adjourn 10:53 am. Trustee Oliver seconded. All voted aye. Motion passed.</i>
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Minutes submitted by Judi Stonebraker.

Approved by:

  
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 Dorothy Fossel Board Chairman

*August 25, '22*  
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 Date