

<h1>Madison Valley Medical Center</h1>			
MINUTES	DATE: 06/24/2021	8:00 A.M.	MADISON VALLEY MEDICAL CENTER UPSTAIRS CONFERENCE
APPROVED _____			
MEETING CALLED BY	Dorothy Fossel, Chairman		
TYPE OF MEETING	Monthly Board Meeting		
FACILITATOR	Dorothy Fossel		
NOTE TAKER	Judi Stonebraker		
TRUSTEES PRESENT	Dottie Fossel, Jim Hageman, Jeff Montag, Bryant Harp, Mary Oliver		
STAFF PRESENT	Allen Rohrback CEO, Maura Davenport MD, Charley Able COO, Dawn Conklin Foundation ED, Allison Treloar CNO, Bonnie O'Neill HR, Shane Overturf IT (for his presentation only)		
GUESTS PRESENT	None		

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

MINUTES REVIEW	DOTTIE FOSSEL
MOTION	<i>Trustee Oliver moved to approve the May 27, 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"> We have been busy with ER and clinic walk-ins have increased. Covid: Vaccinations given: a total of 3,204. 1,824 are fully vaccinated Moderna and 210 fully vaccinated J&J. We are through our waiting list and now holding vaccination clinics on Thursdays. In Madison Co. 39.2% are fully vaccinated. EMS Report: 96 runs in the last six weeks. Over the past several days the EMTs have been taught advanced EMT procedures. A training session was held recently on rapid loading patients. This was held in conjunction between the MVMC medical staff, EMS and Life Flight Ambulance Service.

FINANCIALS	ALLEN ROHRBACK
MAY	Allen 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</u> <u>June 17, 2021</u></p> <p>Participating: For the Board, Jeff Montag and Jim Hageman. For MVMC Allen Rohrback</p> <ol style="list-style-type: none"> Reviewed the May 2021 financial information. Evaluated funds available for additional investment and discussed possible uses of funds. 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 cyber security measures.</p> <p>6. Discussed annexation process.</p> <p>7. Discussed ambulance operations – billing and collections, communication plan.</p> <p>8. Discussed Big Sky partnership with Bozeman Health.</p>
COMPLIANCE WITH COVID-19 FUNDING	We have just received guidance for Covid related expenses.
MOTION	<p><i>Trustee Montag made a motion to accept the May 2021 Financial Review and the June 17, 2021 Financial Committee Report as presented.</i></p> <p><i>Trustee Oliver seconded.</i></p> <p><i>All voted aye. Motion Passed</i></p>

QUALITY COMMITTEE REVIEW

ALLISON TRELOAR CNO

QUALITY SCORECARD	Allison covered the Quality Scorecard with more in-depth explanation of score results.
QUALITY COMMITTEE	<p>Quality Committee Review Meeting Minutes 06/22/21</p> <p>1. <u>Reviewed Spreadsheet of Quality Measures</u></p> <ul style="list-style-type: none"> • Nursing (Allison): All goals met. • Clinic (Savannah): Goals met in May for 5 out of 9 measures, 100% credentialing. • Lab (Melinda): 1 "good catch" and 1 redraw. • Facility (Charlie): none • Imaging (Bev): Met all goals in May. Does order accuracy need to be added to the measures? • Physical Therapy (Andy): Outcome measures, from questionnaire filled out by patients, functional outcome at the end. Standard way to chart improvement? No another MCID scale. • IT (Shane): Working on getting rid of Admin on each computer. • Business Office (Allen): Rhonda was out; coding days were a little longer than normal. • Financial (Alicia): out on maternity leave. • Central Supply (Elizabeth): Talk to Elizabeth about starting measures. • Administration (Mady): out on maternity leave, Allen filling in. • Anya and Janine: No staff injuries, 3 readmissions, 5 readmissions within 72 hrs (came from a patient that was back and forth and eventually on comfort care) For patients reaction to drug, looking at record of epi or other, used for more information on those numbers? <p>2. <u>Highlights</u></p> <ul style="list-style-type: none"> • Dan starts as new facility manager July 6. • Andy is still looking for help, Bonnie getting ad back out. • New to the hospital Kari and Jolene as nurses, Danielle as a NAC. • Bonnie is working on new Policies, HR Audit and new online job board coming out this week.
MOTION	<p><i>Trustee Harp 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 COO

	<ul style="list-style-type: none"> • Our Covid nurse is transitioning to a triage nurse. • The new facilities manager will start July 6. • Furniture upgrades have been ordered for the patient rooms and wrapping into the waiting room areas. • We have all but two new lab staff transitioning. • EMS did a great job coming up to speed quickly • We have an interview with a CT tech today.
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BUSINESS OF THE BOARD

DOTTIE FOSSEL

	<ul style="list-style-type: none"> • Chairman Fossel passed around an article which appeared in the Forbes newspaper "Hospital Plight in Rural Areas" and an article in the Madisonian on the training for rapid loading patients. • Tentative Christmas Party December 3 at the Rodeo Grounds. • Tentative Community Cook out for the Ambulance Staff on July 29.
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FOUNDATION EXECUTIVE DIRECTOR REPORT

DAWN CONKLIN FOUNDATION ED

	<ul style="list-style-type: none"> • Stewardship for the month of May \$56,900 in donations. There were two gifts received. One was a restricted donation of \$10,000 for the RD Marks Recruiting and Retention Fund and another unrestricted pledge of 45,000. • The Foundation Board has decided Dawn should have an assistant to allow her to focus on larger projects. • The Foundation is planning to publish a ten-year update on donor giving.
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ADMINISTRATIVE REPORT

ALLEN ROHRBACK

	<ul style="list-style-type: none"> • <u>Cyber Security</u> – Shane Overturf Shane did a presentation to the Trustees covering threats, defenses and responses to a cyber-attack. He covered what it is, what it does and what it can cost. He stressed security awareness and the importance of a written plan to cover such an event. • <u>HR Assessment</u> – Bonnie O’Neill Bonnie has completed an audit of the Human Resources department of the Medical Center. She has suggestions for upgrades in procedures which will be presented in more detail at a later meeting. We need to develop an affirmative action plan.
MOTION	<ul style="list-style-type: none"> • <u>Lab Equipment</u> Chief Lab Tech Melinda Tichenor is requesting the purchase of the Vidas 3 Immunoassay instrument that will test for the SAR-Cov 2 IgG and IgM antibody. It also tests for Procalcitonin, which can help the providers decide if a person has a viral infection or a bacterial infection. Procalcitonin can be used to monitor the patient’s response to antibiotic therapy. <p><i>Trustee Hageman made a motion to approve the purchase of the Vidas 3 Immunoassay instrument.</i> <i>Trustee Montag seconded. All voted aye. Motion passed.</i></p>
	<ul style="list-style-type: none"> • <u>Facilities</u> <p style="text-align: center;">Madison Valley Medical Center Pharmacy Services Background:</p> <p>Ongoing challenges: Outpatient prescription medication services are not consistently available in the community, a 340B Drug Discount Program is not</p>

available for low-income and uninsured patients, and Madison Valley Medical Center does not have in-house, pharmacy services to consult our medical providers and manage hospital, clinic and outpatient services.

Timeline of significant events:

1. Since 2018, Madison Valley Medical Center providers and patients have expressed concerns regarding inconsistent and unreliable prescription medication availability locally.
2. In June of 2019, Madison Valley Medical Center opened a hospital and outpatient medication account with Cardinal Health because of inconsistent and unreliable medication availability purchased locally.
3. In February 2019, Madison Valley Medical Center suspended and ultimately terminated its 340B Drug Discount contract pharmacy for non-compliance.

Madison Valley Medical Center medical providers, leadership team, and Board of Directors developed goals, objectives, and strategies to address pharmacy challenges.

Goal: To improve patient safety and clinical outcomes by providing consistent, reliable, accurate and affordable outpatient and inpatient drugs, and retail prescription medications.

Objectives:

1. Establish consistent, reliable, accurate and affordable inpatient, outpatient and retail prescription medications.
2. Provide enhanced pharmacy support for inpatient discharges, clinic consultations, and outpatient admixture and management.
3. Establish a 340B Drug Discount Program for low-income and uninsured patients.

Strategy:

1. Implement MVMC-owned, inpatient, out-patient, and 340B-eligible retail pharmacy services.

Action Steps:

1. On April 29, 2020, Madison Valley Medical Center signed an Outpatient Pharmacy Feasibility Consulting Agreement with Cardinal Health. The purpose of the agreement was to determine the feasibility of a hospital-owned, outpatient and retail pharmacy with the potential to transition to a pharmacy management agreement. The feasibility study and pre-construction planning has been completed. **Transitioning to a management contract where Cardinal Health would provide a full-time Pharmacy Director and would include a \$7500 monthly fee.**
2. On October 12, 2020, Madison Valley Medical Center signed a services agreement with Neenan Architects to design and complete schematics for an in-house renovation to accommodate a pharmacy. The renovation design, permitting and final project cost proposal has been completed. This cost of \$113,000 has been previously paid. The final design-build architecture contract was received June 23, 2012. **The remaining cost of the project will be \$606,531.**

MOTION	<p>3. On February 8, 2021, Stockman’s Bank presented a financing proposal with a combined, “non-tax exempt’ construction loan and long-term, “tax exempt”, permanent financing. The financing rates are below:</p> <table style="margin-left: 40px;"> <tr> <td>Non-tax-exempt construction financing:</td> <td style="text-align: right;">4.25%</td> </tr> <tr> <td>Tax-exempt permanent financing:</td> <td style="text-align: right;">2.95%</td> </tr> </table> <p><i>Trustee Fossel moved to approve the implementation of a Madison Valley Medical Center-owned outpatient and retail pharmacy, and therefore transitioning the Cardinal Health Pharmacy Feasibility and Planning Consulting Agreement to a Pharmacy Management Agreement and authorizing the Finance Committee to approve the final Neenan Archistructure Agreement and the Stockman’s Bank construction and permanent financing loan, when completed.</i> <i>Trustee Harp seconded. All voted aye. Motion passed.</i></p>	Non-tax-exempt construction financing:	4.25%	Tax-exempt permanent financing:	2.95%
Non-tax-exempt construction financing:	4.25%				
Tax-exempt permanent financing:	2.95%				
MOTION	<ul style="list-style-type: none"> • <u>Finance Committee Recommendation</u> On September 30, 2020 the Board voted to set aside \$1 million in our Madison Valley Bank account for “future expansion, major projects and new services, equipment purchases, depreciation recovery and any related expenditures including operations.” <p><i>Trustee Fossel hereby moves that the Board authorize the Finance Committee to transfer this \$1 million from our Madison Valley checking account to our Morgan Stanley Investment Program and also to coordinate and direct the investment of such money over the course of the next two months in accordance with the preciously authorized terms of the investment Program. This additional funding would also be restricted as to use as preciously directed by the Board for the Investment Program.</i> <i>Trustee Hageman seconded. All voted aye. Motion passed.</i></p>				

PUBLIC COMMENT /NON-AGENDA ITEMS

	None
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ADJOURN

MOTION	<p><i>Trustee Montag made a motion to adjourn to executive session at 10:19 a.m.</i> <i>Trustee Oliver seconded.</i> <i>All voted aye. Motion passed.</i></p>
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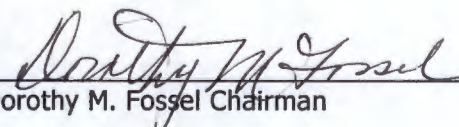
RETURN TO OPEN SESSION – 10:41 A.M.

ADJOURN

MOTION	<p><i>Trustee Montag made a motion to adjourn the board meeting at 10:41:30 a.m.</i> <i>Trustee Hageman seconded</i> <i>All voted aye. Motion passed.</i></p>
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Minutes submitted by Judi Stonebraker.

Approved by:



 Dorothy M. Fossel Chairman

9/2/21

 Date