

<h1>Madison Valley Medical Center</h1>			
MINUTES	DATE: 03/25/2021	8:00 A.M.	MADISON VALLEY MEDICAL CENTER UPSTAIRS CONFERENCE ROOM & CONFERENCE CALL
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>	Dorothy Fossel, Mary Oliver. Via conference call: Bryant Harp, Jim Hageman, Jeff Montag		
<b>STAFF PRESENT</b>	Allen Rohrback, Maura Davenport MD Chief of Staff, Mady Speck Administrative Assistant, Charley Able COO, Jessica Svingen DO, Nick Efta Ambulance Manager. Via conference call: Dawn Conklin Foundation ED, Alicia Nicholson Controller,		
<b>GUESTS PRESENT</b>	Via conference call: Susan Metzger Foundation President		

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

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

**MEDICAL STAFF REPORT** MAURA DAVENPORT MD

	<ul style="list-style-type: none"> <li>• Dr. Svingen was introduced to the Board then gave a brief self bio. She has been in the clinic for four weeks now.</li> <li>• We have interviewed a 2<sup>nd</sup> year resident and a chiropractor. We have a 2<sup>nd</sup> year resident and a PA student here now for two weeks. It's nice to have these med students back in rotations again.</li> <li>• Covid vaccinations: We are in the 1b+ phase and when we have the vaccine available are administering 100/day. We have been up to Big Sky a couple of times vaccinating Madison County Residents there. We have given 1801 with 651 fully vaccinated and 800 scheduled for vaccines. On April 1 will be able to vaccinate anyone who wants to over the age of 18.</li> </ul>
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**FINANCIALS** ALICIA NICHOLSON

<b>FEBRUARY</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><u>Agenda and Minutes of the Finance Committee March 18, 2021</u></p> <p>Participating: For the Board, Jeff Montag and Jim Hageman. For MVMC Allen Rohrback, Ken Fortier and Alicia Nicholson.</p> <ol style="list-style-type: none"> <li>1. Reviewed the February 2021 financial information.</li> <li>2. Evaluated funds available for additional investment and discussed possible uses of funds.</li> </ol>

	<p>3. Discussed 2020 audit with Wipfli representatives.          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.          5. Discussed potential impact of recent Covid Relief Bill.          6. Discussed annexation process.          7. Discussed ambulance transition process.          8. Discussed pharmacy matters.          9. Discussed Big Sky partnership with Bozeman Health.          Trustee Montag commented to the Board on the letter from the auditors covering their report. Overall, it was a good report, and we appreciate Alicia and the good working relationship with the auditors.</p>
<b>MOTION</b>	<p><i>Trustee Montag made a motion to accept the February 2021 Financial Review and the March 18, 2021 Financial Committee Reports as presented.          Trustee Hageman seconded. All voted aye. Motion Passed</i></p>

**QUALITY COMMITTEE REVIEW**

<b>QUALITY SCORECARD</b>	<p>Allen covered the first quarter data (January and February thus far) on the quarterly scorecard and explained individual scores in more depth.</p>
<b>QUALITY COMMITTEE</b>	<p>Quality Committee Review          Meeting Minutes          03-18-2021          Present: Shane Overturf*, Dawn Conklin*, Tiffany Myers, Anya Pearce, Allison Treloar, Dottie Fossel, Nick Efta, Mady Speck, Savannah Wood, Charley Able, Randy Meador*, Alicia Nicholson*, Bryant Harp*, Melinda Tichenor*. (*via teleconference)</p> <ol style="list-style-type: none"> <li><u>Reviewed Spreadsheet of Quality Measures</u>              Melinda-2 nurses completed proficiency.              Randy – All Measures 100%. Trouble ticket reporting 65%, looking deeper into trouble ticketing to see if it is worth the item.              Bev – Met stroke protocol on both patients for the month.              Shane Know B4 clicks went down, started new ticketing system to be used by the IT department.              Ken – days to code went up, with a full staff in the foreseeable months these numbers should start to go down.              Alicia – was not able to close on the 7<sup>th</sup>, but did close on the 10<sup>th</sup>, no errors in payroll.              Tiffany – Billable supplies not being scanned.              Anya – Met BCMA goal in ER, 0 patient falls, 0 medication events, 6 ER readmissions.              Savannah – Consents are not getting signed, overall doing well in clinic.</li> <li><u>Quality Scorecard for Board of Trustees</u>              Allison shared and discussed with the committee the 1st quarter Quality Scorecard that will be presented to the Board of Trustees.</li> <li><u>Round Table Discussion</u>              Furniture has been delivered to the Moonlight Building (is not assembled)              Dawn updated the leadership team on a few fundraisers that the Foundation will be holding this summer.</li> </ol>
<b>MOTION</b>	<p><i>Trustee Harp made a motion to accept the Quality Report as presented. Trustee Oliver seconded.          All voted aye. Motion Passed</i></p>

**OPERATIONS**

CHARLEY ABLE COO

	<ul style="list-style-type: none"> <li>• The CT has been upgraded.</li> <li>• Re: search for a lab tech, we made offers to someone who has accepted and will start May 1 and one who will start mid-April. Still searching for an imaging tech.</li> <li>• The new WiFi has been installed.</li> <li>• Working on the transition to the Moonlight building for the Business Dept. and the Foundation office.</li> <li>• Charley explained the use of an Ultra Violet System to be used for enhanced sanitation in rooms after they have been cleaned which will destroy all Covid and other infections.</li> </ul>
<p>MOTION</p>	<p><i>Trustee Montag made a motion to purchase this room sanitizer system with 3-year service agreement.</i>  <i>Trustees Oliver and Hageman seconded. All voted aye. Motion Passed</i></p>

**BUSINESS OF THE BOARD**

DOTTIE FOSSEL

	<ul style="list-style-type: none"> <li>• Trustees Oliver and Harp were the only two to apply to run for MVMC Trustee positions therefore there will be no election needed.</li> <li>• One article shared regarding mask wearing.</li> <li>• Trustee Oliver had shared with Trustees a Big Sky newsletter recognizing MVMC administering Covid Vaccine for Madison County residents in the Big Sky area.</li> </ul>
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**FOUNDATION EXECUTIVE DIRECTOR REPORT**

DAWN CONKLIN FOUNDATION ED

	<ul style="list-style-type: none"> <li>• The investments portfolio has reached 6M in value.</li> <li>• In February \$50,960 was received in donations which included \$25,000 restricted for the ambulance fund.</li> <li>• The brochure is ready for the Legacy Giving Campaign. We recently received a \$57,498 legacy gift.</li> <li>• An appeal done last year designated for Covid related expenses brought in \$71,370. Since MVMC received Federal Grants that this money has been untouched so this week we are sending a letter to all of these donors asking them if they would consider changing the restriction from the Covid 19 fund to the Ambulance Fund</li> <li>• Grant program: Moving forward. Will be applying for a Grant through the Town Pump program for ambulance needs.</li> <li>• Summer programs focused on raising money for the ambulance fund.</li> <li>• Will be looking toward the RD Marks Recruitment and Retention Fund campaign.</li> </ul>
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**ADMINISTRATIVE REPORT**

ALLEN ROHRBACK

	<ul style="list-style-type: none"> <li>• <u>Facilities Planning</u> Allen, Charley and Jim Hageman continue to meet with Neenan Architects and Cardinal on the final details of the build.</li> <li>• <u>Ambulance Update</u> We have filled daytime and nighttime EMT shifts with 9 others on a potential future hiring list. Licensing is about done.</li> <li>• <u>Land Purchase Annexation Update</u> We are completing an application with the Town regarding annexation of the Mountain View property.</li> <li>• <u>Big Sky Services Update</u> We have a meeting scheduled with Bozeman Behavioral Health to determine whether services there will be integrated health or specialty open access.</li> </ul>
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**PUBLIC COMMENT/NON-AGENDA ITEMS**

	Susan Metzger, Foundation President: Will be looking for funding wherever we can for the Ambulance needs.
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**ADJOURN**

<b>MOTION</b>	<i>Trustee Oliver made a motion to adjourn to Executive Session at 9:45 a.m. Trustee Fossel seconded. All voted aye. Motion passed.</i>
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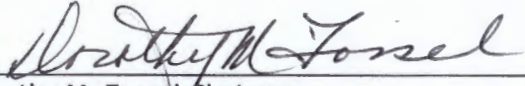
**RETURN TO OPEN SESSION: 10:15 A.M.**

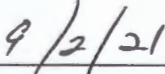
**ADJOURN**

<b>MOTION</b>	<i>Trustee Hageman made a motion to adjourn the open session at 10:15 a.m. Trustee Fossel seconded. All voted aye. Motion passed.</i>
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Minutes submitted by Judi Stonebraker.

Approved by:

  
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 Dorothy M. Fossel, Chairman

  
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 Date