

MVMC Board Minutes March 23, 2023

MINUTES	DATE: 03/23/2023	9:00 AM	MADISON VALLEY MEDICAL CENTER DOWNSTAIRS CONFERENCE ROOM
APPROVED _____			
MEETING CALLED BY	Jim Hageman Vice-Chairman		
TYPE OF MEETING	Monthly Board Meeting		
FACILITATOR	Jim Hageman		
NOTE TAKER	Judi Stonebraker		
TRUSTEES PRESENT	Present: Jim Hageman, Jeff Montag Conference Call: Karen McMullin, Bryant Harp		
TRUSTEE ABSENT	Mary Oliver		
STAFF PRESENT	Allen Rohrback CEO, Mady Speck Admin. Assistant, Bonnie O'Neill HR, Charley Able COO, Maura Davenport MD Chief of Staff. Allison Treloar CNO, Tonya Gustafson Foundation ED, Alicia Nicholson Controller		
GUESTS PRESENT	None		

MINUTES REVIEW	JIM HAGEMAN
MOTION	<i>Trustee Montag moved to approve the February 23, 2023, 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>Gynecologist Dr. Lifson will be leaving in a month.</li> <li>Dr. Marks confirmed his retirement date for June 16. He will be invited to attend the May meeting as he indicated he would like to share some thoughts with the Trustees.</li> </ul>

FINANCIALS	ALICIA NICHOLSON
FEBRUARY	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 style="text-align: center;"><b>MVMC Agenda and Minutes of the Finance Committee March 21, 2023 9:00 AM</b></p> <p><b>Participating:</b> For the Board, Jeff Montag and Jim Hageman. For MVMC, Allen Rohrback, Billie Jo Rowberry and Alicia Nicholson.</p> <p style="text-align: center;"><b>Agenda and Minutes</b></p> <ol style="list-style-type: none"> <li>Reviewed February financial information</li> <li>Evaluated funds available for additional investment and discussed possible uses of funds and insurance/collateral coverage for bank balances.</li> <li>Discussed status of pain management initiative.</li> <li>Discussed Stroudwater and Neenan consulting proposal.</li> </ol>

	<ol style="list-style-type: none"> <li>5. Discussed annexation process status.</li> <li>6. Discussed ambulance operations.</li> <li>7. Discussed pharmacy operations, including Pharmacy 340B accounting.</li> <li>8. Discussed legislative session issues.</li> <li>9. Discussed timing for audit and Annual Report.</li> <li>10. Discussed charity care definitions and policies.</li> </ol>
<b>MOTION</b>	<p><i>Trustee Montag made a motion to accept the February financial report and the March 21, 2023 Financial Committee Report.</i>  <i>Trustee Hageman seconded. All voted aye. Motion passed.</i></p>

**QUALITY**

ALLISON TRELOAR CNO

	<p><u>Quality Report</u>                  Allison covered the data for the month of January on the Quality report with explanation of the results.</p> <p><u>QAPI (Quality Assurance Process Improvement) Program</u>                  The Quality Committee board is still collecting data from the various departments on their process improvement projects. The committee has started their working list so next they can prioritize which of these projects will be implemented as board-wise projects then brought to the Trustee Meeting for input.</p> <p>Trustee Harp who attends the Quality Meetings expressed "kudos" to Allison for all the work she has put into this process.</p>
<b>MOTION</b>	<p><i>Trustee McMullin made a motion to approve the Quality Report as presented.</i>  <i>Trustee Harp seconded. All voted aye Motion passed</i></p>

**OPERATIONS**

CHARLEY ABLE COO

	<ul style="list-style-type: none"> <li>• The minor remodeling of the nurses' area to house the Pyxis system has been completed.</li> <li>• Working on plans to consolidate the alarm systems.</li> <li>• Lab glucometers have been ordered for the clinic.</li> <li>• Cerner Implementation: 2/3 way through the process.</li> </ul>
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**BUSINESS OF THE BOARD**

<p><b>MOTION</b>  <b>ANNUAL PROGRAM REVIEW</b></p>	<ul style="list-style-type: none"> <li>• An annual Program Review is required by CMS. Among the items required are our Quality, Risk and Safety programs, along with the policies updated and approved by the Board of Directors. Allen has reviewed the Annual Program Review and indicated it has met the requirements by CMS and has recommended the Board accept it as presented.</li> </ul> <p><i>Based upon Allen's recommendation, Trustee Montag moved to accept the 2023 Annual Program Review.</i>  <i>Trustee Harp seconded. All voted aye. Motion passed.</i></p>
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	<ul style="list-style-type: none"> <li>• HR Report – Bonnie O’Neill <ul style="list-style-type: none"> <li>✓ 5 new hires for the month.</li> <li>✓ We now have 129 employees, 4.7% turnover rate, 4.1 year tenure rate.</li> <li>✓ Currently looking for a Clinical Lab Tech Scientist and a part-time assistant to the Foundation ED. We had an interview for a .45-time RN and for an EMT.</li> <li>✓ We had two students take our last CNA class and are now employed with MVMC.</li> <li>✓ Working on two policies. One for unitization of cameras within the facility and one for addressing firearms/weapons within the facility.</li> <li>✓ The QAPI Policy was approved. Employees will now be doing their training on it.</li> </ul> </li> </ul>
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**FOUNDATION**

TONYA GUSTAFSON ED

	<ul style="list-style-type: none"> <li>• For the month of February, we received \$28,000 in unrestricted funds and another \$7,000 for a grant for one of our EMT salaries,</li> <li>• Our total assets are a little over 6.1 mil.</li> <li>• We are working on a letter campaign to begin working on our \$600,000 fund raising commitment.</li> <li>• Working on database updates.</li> <li>• We should know about the America’s Foundation Grant next week.</li> <li>• Finalizing our fund-raising campaign for the year.</li> <li>• Tonya has been in contact with Brickhouse for the Annual Report.</li> </ul>
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**ADMINISTRATIVE REPORT**

ALLEN ROHRBACK CEO

	<ul style="list-style-type: none"> <li>• <u>Annexation Update</u> On track</li> <li>• <u>Legislative Update</u>: Allen reported to the Board and summarized on bills now in final discussion stages and those that have passed in the legislature.</li> <li>• <u>Stroudwater/Alchemy Proposal</u>: Contracts have been signed.</li> </ul>
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**PUBLIC COMMENT/NON-AGENDA ITEMS**

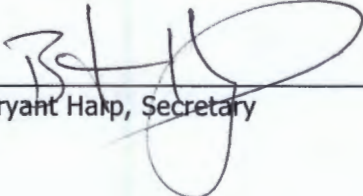
	None
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**ADJOURN**

<b>MOTION</b>	<i>Trustee Montag made a motion to adjourn at 10:38 a.m. Trustee Hageman seconded. All voted aye. Motion passed.</i>
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Minutes submitted by Judi Stonebraker.

Approved by:

  
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 Bryant Harp, Secretary

23/03/2023  
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 Date