

<h1>Madison Valley Medical Center</h1>			
MINUTES	DATE: 05/27/2021	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>	Jeff Montag, Mary Oliver. Via conference call: Dottie Fossel, Bryant Harp, Jim Hageman		
<b>STAFF PRESENT</b>	Allen Rohrback CEO, RD Marks MD, Charley Able COO, Dawn Conklin Foundation ED, Allison Treloar CNO, Bonnie O'Neill HR, Nick Efta Ambulance Manager(for his report only)		
<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 April 22, 2021 minutes as presented. Trustee Hageman seconded. All voted aye. Motion passed.</i>

<b>MEDICAL STAFF REPORT</b>	RD MARKS MD
	<ul style="list-style-type: none"> <li>The ambulance service is up and running. Response time is averaging approximately three minutes. The crew is doing a great job of community outreach with patients.</li> <li>The staff is scheduled and ready for summer.</li> </ul>

<b>FINANCIALS</b>	ALLEN ROHRBACK
<b>APRIL</b>	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.
<b>FINANCE COMMITTEE</b>	<p><u>Agenda and Minutes of the Finance Committee</u> <u>May 21, 2021</u></p> <p>Participating: For the Board, Jeff Montag and Jim Hageman. For MVMC Allen Rohrback and Alicia Nicholson.</p> <ol style="list-style-type: none"> <li>Reviewed the April 2021 financial information.</li> <li>Evaluated funds available for additional investment and discussed possible uses of funds.</li> <li>Discussed 2020 annual report preparation.</li> <li>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.</li> <li>Discussed annexation process</li> </ol>

	<p>6. Discussed ambulance operations – billing and collections.                  7. Discussed pharmacy matters.                  8. Discussed Big Sky partnership with Bozeman Health.</p>
<b>COMPLIANCE WITH COVID-19 FUNDING</b>	The information for reporting Covid expenses is not available yet
<b>MOTION</b>	<p><i>Trustee Montag made a motion to accept the April 2021 Financial Review and the May 2021 Financial Committee Report as presented.</i>  <i>Trustee Oliver seconded.</i>  <i>All voted aye. Motion Passed</i></p>

**AMBULANCE UPDATE**

NICK EFTA AMBULANCE MGR

	<p>Overall things are going very well. We are staffed with two crews and responding well. A couple of weeks ago we had nine calls in 24 hours with quick response to all of them. Otherwise, we are working through processes. Discussion followed with questions from the Trustees.</p>
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At this point of the meeting Bonnie O’Neill left.

**QUALITY COMMITTEE REVIEW**

ALLISON TRELOAR CNO

<b>QUALITY SCORECARD</b>	Allison covered the Quality Scorecard with more in-depth explanation of score results.
<b>QUALITY COMMITTEE</b>	<p>Quality Committee Review                  Meeting Minutes                  04-15-2921                  Present: Shane Overturf, Anya Pearce, Allison Treloar, Mady Speck, Charley Able*, Alicia Nicholson*, Bryant Harp*, Melinda Tichenor, Bonnie O’Neill, Allen Rohrback, Savannah Wood, Nick Efta, Janine Clavadetscher*, Bev Bishop. (*via teleconference)</p> <ol style="list-style-type: none"> <li><u>Reviewed Spreadsheet of Quality Measures</u>                      Melinda-had one good catch with a lab draw and one redraw.                      Savannah-continues to monitor annual consent compliance and Behavioral Health screening.                      Bev -continues to monitor imaging order accuracy and processes.                      Shane – suspicious phishing email attachment “click rate” continues to go down, no server outage recorded in April, Centriq update completed June 2<sup>nd</sup>, and the new help-desk ticketing system is working well.                      Alicia – medical coding audit and compliance has been completed.                      Mady – 21 provider peer reviews were completed; next meeting is May 26<sup>th</sup>.                      Anya – 2 patients left the facility “against medical advice”, there were 2 inpatient readmissions and 7 ER readmissions (all patient encounters were reviewed in peer review); the hospital goal for bar-code scanning of patient medications was met.</li> <li><u>Quality Scorecard for Board of Trustees</u>                      Allison summarized the scorecard for the leadership team for April.                      Quality highlights:                     <ol style="list-style-type: none"> <li>No patient falls.</li> <li>No employee injuries or lost workdays.</li> <li>Lab patients satisfaction score for April – 4.9 out of 5.0</li> <li>Stroke to CT time – 6 min (goal 25 minutes)</li> <li>Test result communication completion within 48 hours 87% (goal 90%)</li> <li>No “never events”</li> </ol> </li> </ol>

<b>MOTION</b>	<p><i>Trustee Oliver made a motion to accept the Quality Report as presented. Trustee Montag seconded. All voted aye. Motion Passed</i></p>
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**OPERATIONS**

CHARLEY ABLE COO

	<ul style="list-style-type: none"> <li>• There were 27 ambulance calls in May all with very good response time.</li> <li>• The project with Neenan on the pharmacy project is progressing.</li> <li>• We have hired two new lab staff. We have two live interviews coming up for facilities manager next week and continuing the search for a CT tech.</li> <li>• Housing for new and visiting staff is on ongoing concern.</li> </ul>
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**BUSINESS OF THE BOARD**

DOTTIE FOSSEL

	<ul style="list-style-type: none"> <li>• Chairman Fossel noted the articles appearing in the Madisonian in regard to Hospital Week activities and the years of service awards for the staff.</li> </ul>
<b>CREDENTIALING</b>	<ul style="list-style-type: none"> <li>• The following radiologists have been approved for credentialing by the med staff:                      Patrick Burke M.D. – Appointment                      Mathew Williamson, D.O. – Appointment                      Fredrick Jones, M.D. – Reappointment                      Bao Nguyen, M.D. – Reappointment                      Troy Belle, M.D. – Reappointment                      Lillian Cavin, M.D. – Reappointment</li> </ul>
<b>MOTION</b>	<p><i>Trustee Montag moved to approve the above-named providers for privileges at MVMC. Trustee Oliver seconded. All voted aye. Motion passed.</i></p>
	<ul style="list-style-type: none"> <li>• Trustee discussion of State of Montana HB702 and how it affects implementation in hospitals.</li> </ul>

**FOUNDATION EXECUTIVE DIRECTOR REPORT**

DAWN CONKLIN FOUNDATION ED

	<ul style="list-style-type: none"> <li>• Stewardship for the month of April: \$13,515 in donations.</li> <li>• Mid-Summer Dinners will be on sale next week. (included is a Mexican Dinner with a stay in a condo in Mexico and a Barn Dance,) Other summer fundraisers are artist designed Adirondack chairs for auction and sponsorship of Cory Hardy in the Greater Yellowstone Adventure. All of these to raise funds for the ambulance.</li> <li>• We are beginning the promotion of awareness of the RD Marks Recruiting and Retention Fund</li> <li>• Dawn is coordinating with Allison on the room upgrades.</li> <li>• Grant Program is moving steadily.</li> <li>• Dawn and Allen have met with Brickhouse to get the combined Annual Report process started.</li> </ul>
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**ADMINISTRATIVE REPORT**

ALLEN ROHRBACK

<b>MOTION</b>	<ul style="list-style-type: none"> <li>• <u>Room Upgrade</u>                      The new room furniture upgrades which will include patient recliners, couches and bedside tables are being ordered. The will cost will be \$120,000.</li> </ul> <p><i>Trustee Montag made a motion to amend the Capital Budget to include the expenditure of funds for the furniture with the expectation these funds will be reimbursed from the Foundation to some degree. Trustee Oliver seconded. All voted aye. Motion passed.</i></p>
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	<ul style="list-style-type: none"> <li>• <u>Annexation</u> The Town of Ennis is putting together a joint meeting with the County Planning Board , MVMC and the town to go over more details.</li> <li>• <u>Big Sky Behavioral Health</u> We are in the final stages of credentialing Lisa Brubacker through Bozeman Health.</li> <li>• <u>Facilities Planning</u> A follow up to the Operations report. Neenan Architects are optimistic to have the final agreement by the next meeting.</li> <li>• <u>Pharmacy Services Update</u> deferred to executive session.</li> <li>• <u>Ambulance Update</u>: Covered in Manager Nick Efta’s report.</li> </ul>
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**PUBLIC COMMENT /NON-AGENDA ITEMS**

	Susan Metzger, Foundation President: We are planning to send out letters to room donors regarding assistance with the purchase of the room furniture upgrades and then move forward with the fund raising for a new four-wheel drive ambulance.
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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 Oliver seconded. All voted aye. Motion passed.</i>
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**RETURN TO OPEN SESSION – 9:56 A.M.**

**ADJOURN**

<b>MOTION</b>	<i>Trustee Harp made a motion to adjourn the board meeting at 9:57 a.m. Trustee Fossil seconded All voted aye. Motion passed.</i>
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Minutes submitted by Judi Stonebraker.

Approved by:

  
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 Dorothy M. Fossil Chairman

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 Date 9/2/21