

<b>Madison Valley Medical Center</b>			
<b>MINUTES</b>	<b>DATE:</b> 10/22/2020	8:00 A.M.	MADISON VALLEY MEDICAL CENTER UPSTAIRS CONFERENCE ROOM & CONFERENCE CALL
<b>APPROVED</b> _____			
<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>	Via conference call: Dorothy Fossel, Jim Hageman, Jeff Montag, Mary Oliver, Bryant Harp		
<b>STAFF PRESENT</b>	Via Conference call: Allen Rohrback, RD Marks MD, Charley Able COO, Allison Treloar CNO, Dawn Conklin Foundation ED, Alicia Nicholson Controller, Bailey Greenwell Administrative Assistant, Mady Speck		
<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 Montag moved/Trustee Hageman seconded to approve the September, 24, 2020 Board Minutes. Trustees Montag, Hageman, Fossel and Harp voted aye. Trustee Oliver abstained</i>

<b>MEDICAL STAFF REPORT</b>	RD MARKS MD
	<ul style="list-style-type: none"> <li>• Our new provider will start next week.</li> <li>• Clinic going well from the staff's point of view.</li> <li>• COVID – Allison Treloar There has been an up tick of positive tests locally. For the most part they are contained to family units. Some direct contacts outside out of our community. Testing numbers going up for the County but not up to what we were in July.</li> </ul>

<b>FINANCIALS</b>	ALICIA NICHOLSON
<b>AUGUST</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>Agenda and Minutes of the Finance Committee October 19, 2020 Participating: For the Board, Jeff Montag and Jim Hageman. For MVMC Allen Rohrback, Alicia Nicholson and Ken Fortier.</p> <ol style="list-style-type: none"> <li>1. Reviewed September 2020 financial information.</li> <li>2. Evaluated funds available for additional investment, discussed possible uses of funds. Reviewed Investment Program with Brian Bently of Morgan Stanley.</li> <li>3. Discussed compliance with Federal hospital relief programs, including sources and uses of funds, internal documentation protocols and Federal reporting requirements, particularly:</li> </ol>

	<p>a. Status of PPP filing                  b. Status of Covid grant reimbursement filing                  4. Discussed 2020 year-end performance review.                  Strategic Issues                  5. Discussed facilities planning initiative – Moonlight lease.                  6. Discussed pharmacy contract status – Cardinal and Neenan.                  7. Discussed ambulance conveyance status.                  8. Discussed Hospital District issues.</p>
<b>MOTION</b>	<p><i>Trustee Montag made a motion to accept the September 2020 Financial Review and the October Financial Committee Report as presented.                  Trustee Hageman seconded. All voted aye.</i></p>

**QUALITY COMMITTEE REVIEW**

ALLISON TRELOAR

<b>QUALITY SCORECARD</b>	<p>Allison covered the three month data on the new quarterly scorecard and explained individual scores in more depth.</p>
<b>QUALITY COMMITTEE</b>	<p>Quality Committee Review                  Meeting Minutes October 15, 2020                  Present: Bev Bishop, Savannah Wood, Tiffany Myers, Bailey Greenwell, Allen Rohrback, Mady Speck, Bryant Harp, Dawn Conklin, Charley Able, Dottie Fossel*, Janine Clavadetscher*, Ken Fortier* (*vis teleconference)</p> <p>1. <u>Reviewed Spreadsheet of Quality Measures</u>                  Savannah – is doing great with every measure other than the mental health screening being complete due to patients being roomed before receiving then. Melinda – not present.                  Randy – Everything going great. Triplex Inspections went well and the tri-plex is now winterized and ready for winter.                  Bev – Billing accuracy is being worked on with Jane, imaging just received new soft contour paddles for the mammography suite.                  Andy – Not present.                  Charley – Bad click rate at about 3%, only issue that is being worked on are the phone outages that occur once a month for about 3-5 minutes.                  Ken – Average days to code: 4.8, Gross days in Accounts Receivable: 67.0, Net days in AR: 50.0 and clean claim rates are at 75.0%                  Alicia – Financial report not published and there were no errors in payroll.                  Tiffany – 1 outdated missed item, 1 out of stock item.                  Janine – 1 person fell in front lobby, FEMA training is at 70%, no new injuries but 2 old injuries.</p> <p>2. <u>Quality Round Table Discussion</u>                  Allen led a discussion for the Leadership Team regarding COVID pay vs. Sick Pay. The Leadership Team worked to clarify rules and determine consistency for applying the disaster pay rates.</p>
<b>MOTION</b>	<p><i>Trustee Harp made a motion to accept the Quality Report as presented. Trustee Oliver seconded.                  All voted aye.</i></p>

**OPERATIONS**

CHARLEY ABLE COO

	<ul style="list-style-type: none"> <li>• Have received initial results of the Community Health Needs Survey. Should have the final version within a month.</li> <li>• Dashboards and Scorecards: Continuing to work specifically on the lab and the imaging call-back component.</li> </ul>
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	<ul style="list-style-type: none"> <li>• Hiring: Lab tech position and in the clinic.</li> <li>• Discussed issues we are continuing to have with the north walk-in door. Have met with the nursing staff and will look at data to come up with a solution for processing those who enter through this door.</li> </ul>
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**BUSINESS OF THE BOARD**

DOTTIE FOSSEL

	<ul style="list-style-type: none"> <li>• Chairman Fossel noted the employees hired since the first of the year. Some of these hires were new (i.e. COVID Nurse, COVID MA, per diem lab) and some were turn over. We have several applicants for the HR position.</li> <li>• Annual Hospital District Meeting: Virtual on January 28, 2021 at 7:00 p.m. The regular MVMC meeting will be at 3:00 p.m. on the 28<sup>th</sup> (also virtual).</li> <li>• We will have our lawyer at the December meeting to talk about the two Boards we have (the Board of Trustees of the MVMC and the Hospital District Board) which, at this time, are the same.</li> <li>• Chairman Fossel informed Trustees that the Med Staff will be reviewing credentialing packets for provider privileges. After review they will be emailed to Trustees for approval.</li> </ul>
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**FOUNDATION EXECUTIVE DIRECTOR REPORT**

DAWN CONKLIN FOUNDATION ED

	<ul style="list-style-type: none"> <li>• Total Income for 2020 was \$628,014</li> <li>• The Annual Report was sent out to 252 donors. Copies are available in the Medical Center and will be posted on the website.</li> <li>• There were seven new bricks placed. These totaled \$4,570.</li> <li>• The Annual Appeal letter will be sent the week before Thanksgiving.</li> <li>• The Dr. RD Marks Retention and Recruitment Fund: \$26,575. Two recent donations received of \$10,000 and \$2,500.</li> </ul>
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**ADMINISTRATIVE REPORT**

ALLEN ROHRBACK

	<ul style="list-style-type: none"> <li>• <u>COVID update</u>: covered by Allison in Med Staff section.</li> <li>• <u>Facilities Planning</u>: Allen reported signing a contract with Neenan architects. An initial planning meeting with them to include Allen, Allison, Andy Thomas, Randy Meador, Bryant Harp and Jim Hageman. Discussion will cover architect design, electrical, plumbing, safety, infection control and design/build total cost for the pharmacy and PT.</li> <li>• <u>Ambulance Update</u>: The call schedule is up and operational. Our attorney Justin Cole has drawn up a draft of the MOU between the Town of Ennis, the Madison Hospital District and the Madison Valley Medical Center. He also has completed the draft for transfer of assets between the Hospital District and the Town of Ennis. Trying to organize a meeting with Deputy Attorney Justin Ekwall and our attorney Justin Cole to be sure there are no issues. Allen has requested we be on the November agenda of the Town Council Meeting to present what we are doing. Dr. Davenport will be there and Allen invites any Board members to attend. It will be a virtual meeting.</li> <li>• <u>Pharmacy Services</u> – Deferred to executive session.</li> <li>• <u>Additional Office Space</u> A lease has been signed for office space in the Moonlight Basin Building to begin November 1.</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 to executive session at 9:20 a.m. Motion seconded by Trustees Hageman and Oliver. All voted aye</i>
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**RETURN TO OPEN SESSION 9:25**

**INVESTMENT REPORT**

	Brian Bently of Morgan Stanley via conference call gave the Quarterly Investment Report as of September 30, 2020.
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**ADJOURN**

<b>MOTION</b>	<i>Trustee Hageman made a motion to adjourn the meeting at 9:52 a.m. Trustee Oliver seconded. All voted aye</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