

**Mountainview Medical Center
Board of Directors Meeting
September 27, 2017**

Present: Bill Galt, Tanya Hill, Shane Sere day, Chris Schlepp, Bill Schendel, Otto Ohlson, Rob Brandt – CEO, Tony Pfaff– Cypress Healthcare.

Absent: Rick Seidlitz

1. Call to Order

Bill called the meeting to order at 4 p.m.

2. Minutes

Review of last month's minutes (8/23/17) no corrections. Otto moved and Shane seconded to approve as presented. **Motion Passed**

3. DON Report

- Tim and Sara (new grad RNs) have started orientation with temporary licenses. They are both waiting for a date to take their boards.
- Experienced LPN hired; due to new grad declining position for personal reasons.
- Couple casual call RNs on the line.
- Training: attended conference on Trauma and yearly MHA. Tressa attended infection control boot camp.
- Quality: at MHA received some awards.
 - PIN award in ED transfer communication. 20 measures required showed improvement
 - Healthcare worker influenza rates
 - Life Center Tissue donation referral award
 - Cardiac recognition award – met criteria and will send follow up data on the patients and how they were cared for
- Applied for grants for 2 monitors in the ER – newer versions. Received \$1000 from Triangle Communications and \$1000 from Northwestern Energy.
- Have received \$7000 for antibiotic stewardship project. The goal for this is responsible use of antibiotics so that patients don't develop a resistance or the medication is non-effective for the infections which in turn cause the superbugs. It's about developing protocols and awareness and following the patients, doing cultures correctly, timeliness as well as symptoms check and getting tests back. It requires coordination with providers and policy development and practice.

4. Financials ~ August

- Days cash on hand: 228
- Liabilities: \$387,816
- Revenue: hospital \$374,730; clinic \$58,600; gross \$433,330; net \$409,418
- Expenses: \$436,175
- Loss of \$6,260 (close to breaking even)
- US Bank Investment: 1.05 million (down \$899); Merrill Lynch 1.54 million (up \$7091)
- Census: 6 acute days; 94 swing days; 48 ER visits; 302 clinic visits.

- AR days at 73

5. Quality Report

Medication errors - this was the same patient who came to us with orders from an outside provider as well as our provider. There was difficulty determining whose order was right; which resulted in two missed doses overall. It is not as bad it looks on the report.

HCAPS report shows a comparison over the last 4 quarters. The only measure that went down was responsiveness of staff at 57%. Historically this ebbs and flows, it is subjective to the patients and if there are more critical patients, they may have to wait if the RN is busy. Outside of that we are improving.

6. CEO Report

The Chiropractor meets with the Montana licensing board on Friday. His Arizona license has been reinstated. Rob would like to recommend the Board approve his credentialing packet with the understanding we are waiting for his certificate of malpractice coverage and his Montana license. This way he is ready to start as soon as he gets his license. Motion made by Otto to approve credentialing and appoint Dr. Kadrmas, pending Montana licensure, to medical staff. Shane seconded. **Motion Passed.**

Annual Program Evaluation was sent in an email prior to the meeting for everyone to review. This report is completed every year. It includes reports, census and statistic numbers for the year from each department. Motion made by Chris to approve this report, seconded by Shane, **Motion Passed.**

NorthWestern Energy Costs: Rob presented a report that shows our kilowatt usage has gone down with the chiller purchase last year as well as implementing the building maintenance unattendance program. Which simply means the temperature is turned down when people are not in the offices. So we are not using as much energy.

Collection Policies: new policies will be enacted for collections and financial assistance. They have been rewritten to have a stronger stance on collections as well as meet the 501 R rule. A couple of statements were needed in order to collect more money. Also added was a consent for the collections agency to be able to call a cell phone. It allows more flexibility to collect the dollars sooner. It will start tomorrow.

Investment Policy: The initial discussion regarding this policy was to wait until the first 100 days of the new presidency was over before making any changes. It was tabled last month. An informed decision needs to be made if we are going to move the dial for target average of equities from 33% or not. This is for the entire 2 million dollars for both US Bank and Merrill Lynch. The policy is the same for both investment companies. As long as it has been discussed it meets our fiduciary duty. Bill is opposed to moving it. We ask people to donate and take their money; it is a gamble in equities. Bonds don't pay well or at all but you always get your money back. We have been on the losing side before and it's our duty to maintain the balance and hold onto the money. Bill opened the floor for any motions.

Shane made a motion to leave the target average for equities at 33%. Tanya seconded. Chris questioned if they were prepared if the bonds start to cost us. Otto added that the investment companies are charging more than the bonds are making. Discussion continued. Fees are at 1% or charging 78 basis points. Merrill Lynch representative will be on-site in

October. Maybe we need to relook at the whole strategy and get the bonds out of management. A decision needs to be made. There is a motion, it can be altered or tabled. We can leave the numbers/percentage as is and relook at we can do to manage the bonds on our own instead of through the investment companies. Motion stands. Vote taken; **Motion Passed**

Rob will look into the possibility of transferring bonds to our management. Finance Committee will discuss different strategies.

Employee Introductions:

Kay Lowe - clinic manager and LPN

Bethan Kidd - front office/clinic receptionist

Alicia Hamm - care cord and helped with Foundation event

Fern Vinton - activities coordinator. That department has greatly improved. She also secured a donation from Tintina to purchase patio furniture for the residents.

Michele Green - social services and also works dietary shifts.

The employees were all thanked.

Information Items

Medicaid supplement was received: \$96K.

Cost Report initial numbers indicate we should have approximately \$100K receivable.

They are still working on modifying a couple numbers.

Foundation Board met and agreed to give the hospital \$181K for the x-ray machine to be converted to digital. This will be added to the funds already received from the Bair Family Grant. The hospital will only have to cover the balance of approximately \$1,000.

Public comment – comment was made by Doc regarding a complaint that the bath house (room) floor was slick. Rob and Kari Jo will investigate.

Doc (Bill Schendel) was awarded **Trustee of the Year** from MHA. It made the front page of the paper. Congrats! What an honor that we now have two members on our board that have received this award. Years ago when the hospital was in bad shape he mortgaged his ranch to keep the doors open.

Motion to adjourn by Chris, seconded by Shane at 4:30. Brief executive session will be held

4:42 p.m. meeting adjourned.