



**Missouri River Medical Center**  
**Board of Trustees**  
**April 23, 2020**

A regular meeting of the Board of Trustees of the Missouri River Medical Center was held on April 23, 2020 by utilizing online phone and video conferencing. The meeting was called to order by Chairman, Mike O'Hara at 3:03 PM.

**Members:** Members present were Mike O'Hara, Roger Pugh, Tricia Juedeman, and Ross Rettig.

Also present were Louie King, CEO; Janice Woodhouse, COO/DON, Geoff Mandala CFO, and Bryan Cartwright, Recorder.

**Guests:** Amy Hale, Maggie Stoos, Ken Engellant, Mike Birkeland, Shannon Walker, Brian Solan, Ben Cartwright, Glenda Tonne.

**Comments from the Floor:** Comments were received from the Geraldine Ambulance crew on a recent patient transport. Issues with the radio system were discussed and cell phone coverage. The ambulance crew stated that they were previously asked not to have sirens on in the city of Fort Benton as it could cause traffic issues. A complaint was made that the ambulance crew waited for MRMC staff to open ER entrance. The surveillance footage was reviewed to show the ambulance waited no more than 20 seconds. A discussion was held on facility regulations for provider arrival times, and the ambulance requirement to transport to nearest care facility. Janice Woodhouse reviewed timelines on room preparation, assessments completed, IV placement, provider arrival, and CT scan. Janice Woodhouse discussed facility regulations on COVID-19, keeping the door locked. Janice Woodhouse stated that Emergency Room visits are our number one priority, and stated MRMC staffs a nurse at all times. Mike Birkeland with the Fort Benton ambulance stated a recent cardiac patient was transported to MRMC and was very satisfied with MRMC staff. Mike mentioned that the Ambulance crew should have a code to open the MRMC Emergency entrance door. Janice Woodhouse discussed the MRMC Phone system which is accompanied with a portable phone for the nurses to carry for the night ring group calls.

**Minutes:** Minutes of the March 24, 2020 board meeting were reviewed.

**MOTION:** **The MRMC Board of Trustees approved the minutes from the March 24, 2020 meeting as presented. Motion was made by Roger Pugh, second by Trish Juedeman. Motion carried unanimously.**

**Board Action Items:**

- **Mail Levy Vote Resolution**

- A discussion was held on the importance of continuing the MRMC Mill levy.
- **MOTION:** Board of Trustees of Missouri River Medical Center moved to make a Mail Levy Vote Resolution, requesting that Chouteau County Commissioners allow a mail-in ballot issue for July 21st, 2020 to continue a levy request of \$188,000 or approximately 13.5 mills for 5 (five) years. These additional funds will be used for the purpose of continuing operations of MRMC.
- **Motion made by Ross Rettig, and second by Trisha Juedeman**
- **MOFI / USDA / Update**
  - Louie King updated the Board on the change in using MOFI for access to the USDA lending. Louie stated that MOFI got involved with lending money for PPE, due to the COVID-19 virus. Louie stated that prior to the Board Meeting, MRMC had a conference call with USDA and MOFI. At the call Gregg with MOFI said they were out of the business, and that MRMC would have to deal directly with USDA. It would have been a lot easier to deal with MOFI. Louie said we found out some things in our last phone call, which we will need to get ready for. Louie said they would not address if the rectory was historical or not. The State Historical Department (SHPO) will not comment one way or another on the historical significance. Louie said we wanted to have access to the USDA funds and to have them ready. Louie King introduced Brian Solan. Brian Solan said that dealing with USDA will be more difficult, and advised the MRMC board to look into other funding sources. USDA is at 2-3% long term, but we can look into private loan banking rates. Brian Solan said they are way ahead of the USDA schedule. He has plans and contractors lined out for May. Brian stated that the Phase 2 project could be done within the next year utilizing a conventional loan. Geoff Mandala said with USDA funding if they rule the moving of the rectory and finds it held historical significance then they can call funding back through Medicare and Medicaid payments. Louie said they are talking about starting over with an Environmental Study and with a financial study with with Wipfli. Louie mentioned that we are in the middle of COVID-19 and experiencing lower volumes. Louie mentioned that we have a vote on the Mill levy in July, and that we hope to get it renewed. Roger asked what can we expect from the federal government right now. Geoff Mandala said so far, we have received \$100,000, but that we have to be very diligent with cost tracking related to COVID-19. That many hospitals are having trouble with all the government guidelines on funds and still many unknowns. Louie King said that MRMC will explore possible funds available to assist MRMC with the COVID-19. We will need to document every dime spent. Geoff said part of the HHS does help with lost revenues. Geoff said right now our Clinic visits and ancillary services are down due to COVID-19. Louie said that the Board can be assured that we are looking into funding to help with this difficult time. Geoff said he worked with Shari at the State, we are registered through FEMA. Louie said we had 3 swing beds this last month which has

helped with revenue.

- Louie mentioned the finished drainage project on the west side of the facility next to Saint Charles Street, and stated it looks great.
- **Nursing Service-COO Report:**
  - Janice Woodhouse said she will be going to the DSS coordinator, for communicating information with the Ambulance crews. Janice said we are having weekly managers meetings on COVID-19. We are doing proper education with Medical Staff. Attending meetings through Benefis on COVID-19 weekly. Janice stated that MRMC will be following Governor's recommendations. Janice said that Breanna Reichelt, RN was signed for another year. Janice is trying to communicate out to the Ambulances on transports with COVID-19.
- **Brian Solan – Ameresco**
  - Louie King said the board education had to be canceled due to COVID-19. Louie wanted to bring Brian Solan here today to discuss Phase 2. Brian said that we are far ahead in the game, and showed 3d renderings of the new BMC clinic. Brian showed where Ameresco is on the project detailing the completion of some of the design elements. He mentioned cost reduction in the Laundry costs, and that the Clinic structure had 500 square feet added, and extending the parking lot. This impacted cost slightly, but that we are still fairly close, Brian explained. Brian showed a detailed Phase 2 Budget, with the Clinic hard costs at \$1,776,338 and the Laundry at \$511,952.
  - Mike O'Hara mentioned \$8,000 in the City street funds that will come to the hospital. Brian Solan mentioned we may need to move forward with the new clinic parking lot, because the City was willing to extend the street paving into the parking lot and that we must follow that timeline for it to be possible. A discussion was held on the 4 or 5 trees which will need to be removed for the parking lot expansion. Janice said that parking is very much needed for the Clinic. Louie concurred that parking is one of the difficulties right now for the clinic. Brian Solan reminded that in mid-July the City will be doing the street project, and that we will need to get started soon to put the curb in and do the Tree removals.
- **Financial Services Report –**
  - Geoff Mandala provided financial statements for March 2020. Geoff said we are three months now with no Inpatient admits. Geoff stated that Humana doesn't like to pay for Inpatient visits but forces outpatient observation stays. Geoff said there are 3 swing bed patients which is excellent. Geoff said that the Assisted Living Facility could be contributing to our slightly lower Long-Term Care patient census. Geoff appreciated the Medicare Swing Bed revenue. Geoff reported that the bottom line is we had a \$9500 gain for the month of March.

- Geoff Mandala mentioned there have been no layoffs due to COVID-19. We are still chugging along and haven't had to resort to that measure. Louie King said we are looking for ways to cut down on overtime and non-essential employees. Louie said at Benefis and BTMC they are suggesting that employees take a day off. Geoff mentioned that the Vacation is a liability, so having employees take vacation will help us in the long run.
  - Janice said that staff is being conscientious of hours right now. Overtime is only allowed if absolutely necessary.
  - Louie said MRMC is \$111,000 in the red year to date.
  - A discussion was held on holding a local fundraiser through the Chouteau County Healthcare Foundation.
- **CEO's Report:**
    - Louie King reported that a large crack was found on the foundation, which was repaired with the drainage project. Louie King said right now might not be the best time to go forward with the new clinic construction, however the parking lot is a project we need to move on. Louie announced that Stan Brammeier will be resigning on June 1<sup>st</sup>, 2020, however Audry Simpson was great new addition to the facility. The clinic parking lot expansion project will be great with helping with Clinic patients access care. Louie stated, BMC will not be recruiting a provider right now to replace Stan. Janice mentioned that we are working with Vicky Birkeland to work one half a day per week. Louie stated that the hiring a new NP is scheduled for the end of 2021.

**MOTION: The MRMC Board of Trustees moved to go into closed session. Motion was made by Roger Pugh second by Tricia Juedeman, second by Ross Rettig. Motion carried.**

**MOTION: The MRMC Board of Trustees moved to go into closed session. Motion was made by Tricia Juedeman, second by Ross Rettig. Motion carried.**

**MOTION: The MRMC Board of Trustees moved to go into closed session. Motion was made by Tricia Juedeman, second by Ross Rettig. Motion carried.**

**The next Board Meeting is scheduled for Tuesday, May 26<sup>th</sup> in the MRMC Bertha Brock room at 3:00pm also hosted via Zoom online phone and video conferencing software.**

Respectfully Submitted,

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Mike O'Hara, Chairman

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Bryan Cartwright, Recorder

