

**Missouri River Medical Center**  
**Board of Trustees**  
**July 17, 2018**

A regular meeting of the Board of Trustees of the Missouri River Medical Center was held on July 17, 2018 in the Reach Education Room of MRMC. The meeting was called to order by Chairman, Mike O'Hara at 3:10 PM.

**Members:** Members present were Mike O'Hara, Nikki Stovall, Tricia Juedeman, and Larry Bauer. Also present were Louie King, CEO; Janice Woodhouse, COO-DON; Shari Dolan, CFO; Shannon Walker, ADON; and Star Taylor, Recorder.

**Minutes:** Minutes of the June 28th meeting were reviewed.

**MOTION:** The MRMC Board of Trustees approve the minutes of the June 28, 2018 meeting as written. Motion was made by Nikki Stovall, second by Tricia Juedeman. Motion passed unanimously.

**Foundation Report:** There is no foundation report.

**Board Action Items:**

- **Projects: MoFi/Bridge Loan, Phase 1:** Louie contacted Crystal with Bear Paw Development to submit invoices. The CBDG grant will go towards these invoices with \$400,000 being issued to Fort Benton City and Chouteau County. They will then forward to money us to pay toward the invoices. We will continue to pay our utility bill at the current rate until the loan is paid off.
- **Employee Classification Policy:** Shari reviewed the policy that she had presented at the May meeting. There was some discussion on whether for this policy part-time should be 16 or 20 hours.

**MOTION:** The MRMC Board of Trustees approve that for this policy that part-time be defined at 20 hours. Motion was made by Larry Bauer, second by Tricia Juedeman. Motion carried.

**MOTION:** The MRMC Board of Trustees approves the Employee Classification Policy. Motion was made by Larry Bauer, second by Tricia Juedeman. Motion carried.

- **Health Insurance Qualifications Policy:** Shari reviewed the policy that she had presented at the May meeting.

**MOTION: The MRMC Board of Trustees approves the Health Insurance Qualifications Policy. Motion was made by Nikki Stovall, second by Larry Bauer. Motion carried.**

### **Nursing Service Report:**

- Janice reported on the construction progress; the clinic now has air conditioning. All of the new registers are in and Ball Construction is doing finish work. We are using swamp coolers in the hospital to keep cool.
- We had a Nurse resigned and have not filled the position yet.
- We have hired a part-time Rad Tech who is working one day a week now and will be working two day a week starting in September. She will also be doing some call time to relieve Thad Axtman.
- A new CNA has been hired so right now Nursing is at full CNA staffing. We have had some students working so we may need to hire again when school starts.
- Harry Bold and Dr. Bird attended the QA meeting this week and approved the QA plans for each department.
- Shannon Walker presented the Bi-Annual Infection Control report. She reviewed the Antibiotic Stewardship she is doing for the CDC, sharing with the Board Trustees the forms that are being implemented along with the policy. The CDC has now added outpatients to this Stewardship so she adding that to her reporting.

### **Financial Services Report:**

Financials were not available until the time of the Board meeting due to Shari and Theresa receiving the County reports late this month. Shari was only able to produce the Income Statement and Balance Sheet – all other documents were not able to be completed by meeting time.

- **Income Statement** – MRMC had a Net Income of \$36, 535 for June 2018. YTD at June 2018 is \$221,368 – although this is \$78,488 under budget, it is far better than previous years. This is also an unaudited June 2018 Income Statement. There will be year end adjustments still to be completed prior to the audit being conducted.
- **Inpatient & Outpatient Services:** IP: 4 patients @ 8 days. SSB: 5 patients @ 47 days. LTC: 20 residents at 591 days.  
ER – 40 visits, PT – 214 visits
- **Clinic Services:** 387 clinic visits
- **Lab & Radiology Services:** Lab: 2,483 tests Rad – 57 tests CT – 12 tests
- **Contractual Adjustments:** Medicare - \$7K, Medicaid - \$27K, Other Insurance - \$40K  
AR Allowance Entry - \$27K
- **Provisions for Bad Debt:** Bad Debt - \$5K, Bad Debt Allowance Entry - \$42.5K, Bad Debt Recovery - \$6K
- **Other Operating Revenue:** The 340B Revenue is now showing up in here - \$29K

### **Expenses:**

- **Supplies** – 340B drugs are showing up here - \$12.5K
- **Repairs/Maint** – CT Service Agreement - \$5.4K Annual reconciliation for PrePays to Actual Service Agreement

- **Interest:** Accrual for interest due on InterCap Loans from February – June 2018, as these payments are only made in February and August.
- **Other Expenses:** Annual reconciliation for PrePaid to Actual Insurance Expense - \$11K
- **Non-Operating Revenue:** Reimbursement for Financial Feasibility Study - \$11.2K, SHIP Grant - \$6K

**CEO Report:**

- Louie reported that MedWorxs will be here in August to work with our providers on the EMR software. The goal is to make the program more user friendly for the providers.
- We need to upgrade our Lab interface system. Orchid Software has an interface for \$81,712 with the first year of maintenance included.

**MOTION: The MRMC Board of Trustees approves the purchase of the Lab interface software from Orchid Software Systems. Motion was made by Larry Bauer, second by Tricia Juedeman. Motion carried.**

- Larry Bauer has taken a position with a bank in New Mexico and submitted his resignation from the board. Mike and Louie thanked Larry for his commitment to the Board of Trustees and wished him well.

**MOTION: The MRMC Board of Trustees approves adjourning the meeting. Motion was made by Nikki Stovall, second by Tricia Juedeman. Motion carried.**

**The next meeting is scheduled for Thursday, August 30, 2018; at 2:30pm.**

Respectfully Submitted,

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Mike O'Hara, Chairman

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Star Taylor, Recorder