



Missouri River Medical Center
Board of Trustees
September 24, 2019

A regular meeting of the Board of Trustees of the Missouri River Medical Center was held on September 24, 2019 in the Brand Room at First Bank of Montana. The meeting was called to order by Chairman, Mike O'Hara at 3:08 PM.

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

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

Guests: Barb Brodock and Ron Young with the Chouteau County Health Care Foundation.

Minutes: Minutes of the August 20, 2019 board meeting were reviewed.

MOTION: The MRMC Board of Trustees approve the minutes from the August 20, 2019 meeting as presented. Motion was made by Ross Rettig, second by Tricia Juedeman. Motion carried unanimously.

Foundation Board Report

- Barb Brodock gave a Chouteau County Health Care Foundation Financial Balance Sheet and Profit & Loss Statement report to the Board. See attached.
- Ron Young reported that the Chouteau County Health Care Foundation board held a meeting last week and had a quorum. The plan is for the Foundation to meet again next month one week before the MRMC Board Meeting. Re-elected members: Doran Lynch and Bob Nutt. Ron asked for recommendations for the open position on the foundation board. Current foundation Board Members are: Ron Young, Andre Giles, Barry Warram, and Rich Owen.

MOTION: The MRMC Board of Trustees made motioned to re-elect Doran Lynch and Bob Nutt as Chouteau County Health Care Foundation board members. Motion was made by Tricia Juedeman, second by Nikki Stovall.

- Ron Young reported that the Chouteau County Health Care Foundation is currently reviewing their investments. They will also adopt a conflict of interest policy. A roundtable discussion was held on hosting a similar fundraising event as the Benefis Teton Medical Center had held in Choteau, MT on September 14th.

Board Action Items:

- **Review of Evident/Thrive EMR System.**
 - Louie King stated that the Evident/Thrive go live is November 1, 2019. MRMC Staff are intensely preparing for the conversion. Staff are doing everything we can to the best of our

- ability to bring in new hardware, and bring in a part-time Clinical Informatics to help with the setup. The Clinical Informatics is skilled to help with the setup, with experience on the Evident system. Will help with best practice and improve initial setup.
- Louie King reported that and Bryan Enseleit and IT Consultant with Entech consulting in Great Falls came to MRMC and met with Bryan Cartwright to access the Wireless and Hardware utilized to be used with the new Evident system. Bryan Enseliet found the wireless solution was satisfactory and that MRMC was in good hands with Bryan Cartwright.
 - Louie King mentioned that the Evident/Thrive system also include new Financials software.
- **Review of Architectural Design Project for Phase II – New Rural Clinic Addition.**
 - Louie King reported we brought in Brian Solan with Ameresco, and Steve L'Heureux with LPW to discuss the 1st priority to address the drainage issue on Saint Charles ST side of the hospital. Finished initial design to complete a 12 inch drain pipe, which was approved at the last City Council meeting to be tied into the city drainage system. Jensen Excavating LLC will be providing a bid following the bid there will be a special MRMC Board Meeting held next week to approve the bid. The basement Reach meeting room cannot be finished until the drainage issue is resolved first. The meeting is scheduled for October 3rd in the ER Waiting Room.
 - Louie King stated that we are working to complete the next phase drawings. MOFI is being aggressive in moving forward with mechanical and structural designs. We know the new Clinic is expected to cost 1.8 million.
 - The property sale money is to be used for design drawings. At the special Board meeting, we will also discuss costs related to plans for Laundry, IT Room and Drainage. With the new IT Room, MRMC also needs a new Phone system. Teton Medical Center will have a lightly used phone system for sale, which they would offer to MRMC at market value. The architectural designs will be discussed at the next Special Board Meeting. The full cost of the drawings are expected to be around \$120,000.00. Drawings are necessary to go out for bid on the projects.
 - Mike O'Hara mentioned that Paul Tuss with Pear Paw Development is working with MRMC on a funding opportunity to apply for CRA Funds through Financial Banking institutions. The Benton Medical Center Clinic project was accepted as one of 7 potential projects to be presented in Billings, MT on September 27th. Mike O'Hara and Paul Tuss will present our case in front of banking intuitions. The idea of the Billings conference is to encourage financial institutions to invest in rural communities.
 - Other funding opportunities discussed by Louie King and Mike O'Hara are the USDA Loan and local philanthropy. MOFI is ready to complete the finance project, and are requesting more drawings.

- **Review of Purchase of New IV Equipment**

- Louie King and Janice Woodhouse requested four new IV Pumps and a Patient Controlled Analgesic. Janice Woodhouse expressed the need for similar IV Pumps as Benefis to which would work well with patient transfers to Benefis. Janice also discussed enhancements in the new IV Pumps with patient safety. Louie discussed varying costs for the new pumps and requested that He and Janice be entrusted to purchase the new IV pumps now.

MOTION: The MRMC Board of Trustees made motion to entrust Janice Woodhouse and Louie King to research IV Pumps and to purchase immediately. Motion was made by Roger Pugh, second by Ross Rettig.

- **Review of Personnel Policy regarding Sick/Vacation Time in First Six (6) Months of Employment**

- Louie King discussed difficulties in recruiting new staff and dealing with new hires needing leave time before they are eligible to use accrued leave benefits. Janice Woodhouse is looking for the ability to be flexible in advancing leave credits that the employee will pay back.

MOTION: The MRMC Board of Trustees made motion to addend the MRMC policy and allow at the discretion of the CEO or COO to advance leave accruals to new hires. **See Attached. Motion was made by Roger Pugh, second by Tricia Judeman. Motion carried.**

- **Nursing Service-COO Report: Janice Woodhouse, RN, DON, COO**

Janice stated that a Nurse will be leaving in the future. Dan Splain's recruiting services has been switched from a Lab Tech to a Nurse recruitment at no additional charge. Janice also has a new Nurse hired to provide education, has certification for testing, and can provide some ER coverage. Currently the new hire is scheduled for 12-16 hours a week. Janice also has a MSU Nursing student and is on the Northern advisory board.

- **Financial Services Report** – Geoff Mandala gave a report on operating margins, showing Actual, Budgeted, and Variance. Reporting good Swing Bed and Emergency utilization for August.

- **CEO's Report:**

- Louie King reported that the Nurse Call system being installed had intended to use existing wiring for the project, but was found to be insufficient. However precaution was taken early on and installers could not bill MRMC for the additional wiring needed because the installers guaranteed the wiring. Thus the installers were obligated to absorb the cost.



- Louie King also mentioned that MRMC would be looking at future candidates for Nurse Practitioners.

MOTION: The MRMC Board of Trustees moved to adjourn the meeting. Motion was made by Nikki Stovall, second by Tricia Juedeman. Motion carried.

A special Board Meeting will be held October 3rd, 2019 in the MRMC ER Waiting Room at 3:00pm. The next regular board meeting is scheduled for Tuesday October, 29th 2019 at 3:00pm in the Brand Room of First Bank of Montana.

Respectfully Submitted,

Mike O'Hara, Chairman

Bryan Cartwright, Recorder