



August 16, 2023

## BOARD OF DIRECTORS

### MEETING MINUTES

Members	Present	Virtual	Attendees	Present	Virtual
Connie Werbelow, Chair	X		Joel Jackson, Chief Executive Officer	X	
Vacant, Vice Chair			Tamara Sawyer, JD, Human Resource, Compliance and Risk	X	
Janet Evans, Treasurer	X		Diane Heine, DNP, RN, CEN, Interim Director of Nursing	X	
Jeff Petty, Board Member	X		Mark Schlattmann, Director of Plant Operations		
Fred Werner, Board Member	X		Michael Garza, Finance Department Manager	X	
			Kelsey Sullivan, Director of Clinic and Ancillary Services	X	
<b>Billings Clinic Advisory Members</b>			Dr Christopher Robertson, MD, Chief of Staff		X
Patrick McConnell, Regional Controller	X				
Nicole Hobbs, VP Regional Operations			<b>Guests</b>		
Tracey Walker, RRT, Director of Regional Operations	X		Greybull Standard/Basin Republican	X	

TOPIC	DISCUSSION	PRESENTER	ACTION
<b>CALL TO ORDER</b>			
	Call to order at 5:30 pm	Connie Werbelow, Chair	
<b>MINUTES</b>			
	Motion to approve board minutes from July 2023 meeting made by Fred Werner, 2 <sup>nd</sup> by Janet Evans	Connie Werbelow, Chair	Approve July 2023 board minutes.
<b>FINANCIAL REPORT</b>			
	Financial report for July 2023- Contract Labor expense was down from last month. Acute Patient days were 16 days and 33 Swing Bed days. ER	Michael Garza, Finance Department Manager	Approved financials as presented for July 2023.

	<p>visits, Outpatient visits and Patient revenue were up from prior month. Three Rivers Health had a gain of \$48,353 for the month. Days in cash are 8 which include all unrestricted accounts – 5 days cash on hand was the average for the operating account. June’s Mill Levy amount was \$18,830.33. Accounts Payable total is \$2,125,588.95 as of 07/31/2023. Average Gross Patient Revenue per day for July was \$42,166.00 versus \$40,109.91 for June.</p> <p>Motion to approve July 2023 financial report made by Jeff Petty, second by Fred Werner.</p>		
<b>EXECUTIVE REPORTS</b>			
	<p><u>CEO Report-</u> Shout out to Rain Potter for the parade float and a shout out to Kelsey, Tamara, and staff for the facility carnival. The Community health assessment forum with REDiHealth is set for the 29<sup>th</sup>. At least 24 people have indicated they will attend from different organizations. The forum will be from 7-9 am. A follow-up meeting will take place with the steering committee.</p> <p><u>Human Resources, Compliance and Risk-</u> In July had a staff potluck, Luau skills fair for all staff on certain regulatory items. The employee of the month was Kaylyn Burns. We have 4 positions that have accepted our offer of employment, they 2 MA positions for the clinic, dietary, and an RN. We have a new PA coming on board with us, Steven Gard.</p>	<p>Joel Jackson, CEO Tamara Sawyer, CTO, Compliance and Risk Diane Heine, Interim DON Mark Schlattmann, Director of Plant Ops Kelsey Sullivan, Director of Clinic and Ancillary Services</p>	

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	<p><u>Director of Nursing</u>-Our trauma survey is set for August 28<sup>th</sup>. We submitted our pre-review questionnaire back in June and the committee had no edits reported. The trauma committee meets next week for pre-survey pre-work.</p> <p><u>Director of Plan Operations</u>- no report</p> <p><u>Director of Clinic and Ancillary Services</u>- We have seen 98 free sports physicals this year, last year was about 180. Rain was presented at the Riverside school district pre sports season for IMPACT. We are working on a contract with the Meeteetse school district for the impact concussion testing. The visiting nurse program is expanding, almost need another full time nurse. We have hired 2 new MA's. The health needs assessment is on our social media and website.</p> <p>Radiology – There was a grant opportunity for ultrasound equipment and Margie is working on submitting our application.</p> <p>Laboratory – No new update</p>		
<b>CHIEF OF STAFF</b>			
	Dr. Robertson is working towards coming on 2 days a week at the clinic to see patients. The clinic is able to see more patients in a day due to Cerner implementation.	Christopher Robertson, MD Chief of Staff	
<b>BILLINGS CLINIC REPORT</b>			
	The American College of Surgeons approved Billings Clinic to be designated as a Trauma Level	Patrick McConnell	



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	1 facility. Next steps is to receive state certification and licensure. Billings Clinic received CMS 5-star facility rating. This is a combination of quality measures and patient satisfaction results. Received approval from FTC for Logan Health and Billings Clinic to merge. Still no decision on how the EMR will be affected, probably will not have any decision for another 4-5 years. Billings Clinic is looking for a Trustee to be on the advisory committee for next spring's trustee conference.		
<b>NEW BUSINESS</b>			
	Review Board Applicants – had an applicant interview tonight and more coming up.	Connie Werbelow, Chair	
<b>OLD BUSINESS</b>			
	Review Board Bylaws- accept the attorney's suggestions and make the changes to the bylaws. Send out changes for review at the next board meeting.		
<b>PUBLIC COMMENTS</b>			
<b>EXECUTIVE SESSION</b>			
	Motion to move into executive session under WY § 16-4-405 – Personnel and legal made by Fred Werner, second by Jeff petty.	Connie Werbelow, Chair	Approved motion to executive session.
	Exit executive session at 6:43		
<b>ADJOURN</b>			
	Adjourn at 6.43pm	Connie Werbelow, Chair	