



July 19, 2023

BOARD OF DIRECTORS

MEETING MINUTES

Members	Present	Virtual	Attendees	Present	Virtual
Connie Werbelow, Chair	x		Joel Jackson, Chief Executive Officer	x	
Paul Thur, Vice Chair	x		Tamara Sawyer, JD, Human Resource, Compliance and Risk	x	
Janet Evans, Treasurer	x		Diane Heine, DNP, RN, CEN, Interim Director of Nursing		
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	
Billings Clinic Advisory Members			Dr Christopher Robertson, MD, Chief of Staff		x
Patrick McConnell, Regional Controller	x				
Nicole Hobbs, VP Regional Operations		x	Guests		
Tracey Walker, RRT, Director of Regional Operations			Greybull Standard/Basin Republican	x	

TOPIC	DISCUSSION	PRESENTER	ACTION ITEM
CALL TO ORDER			
	Call to order 5:32 pm	Connie Werbelow, Chair	
	Motion to approve amended agenda with the correction of Joel Jackson replacing Tony Thompson and adding additional Family Medical privileges for Enrika Rain Potter made by Jeff Petty; second by Fred Werner		Approved amended agenda with the correction of Joel Jackson replacing Tony Thompson and adding additional Family Medical privileges for Enrika Rain Potter
MINUTES			
	Motion to approve board minutes from June 2023 meeting made by Paul Thur; second by Fred Werner.	Connie Werbelow, Chair	Approved June 2023 board minutes.



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	Motion to approve budget meeting minutes from June 2023 made by Fred Werner; second by Paul Thur		Approved June 2023 Budget meeting minutes
FINANCIAL REPORT			
	<p>Contract Labor is up from the past month at \$192,529 as compared to May at \$117,615. Acute patient days were up at 15 days, swing bed at 12, ER visits 136. Patient gross service revenue was up \$150K from last month. June had a loss of \$379,635 for the month. The average gross patient revenue for June was \$40,109.91 and accounts payable total is \$1,901,635.32. The board account had a May's mill levy of \$41,296.44, this brings the board account to \$71,046.38.</p> <p>Medworx accounts receivable is being lowered. There are a lot of untimely filings which result in zero post in the system that have to be manually entered. Project about 1 year before the legacy system is cleaned out.</p> <p>Offered to have a monthly report created by HRG/Truebridge showing what has been worked out of the Medworx system. Board has declined that report.</p> <p>Motion to accept financial report for June 2023 as presented made by Jeff Petty; second by Janet Evans.</p>	Michael Garza, Finance Department Manager	Approved financials as presented for June 2023.
EXECUTIVE REPORTS			
	CEO Report	Joel Jackson, CEO	

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	<p>The audit is in process and is taking time to complete. Reminder we are doing two years of auditing, the 2021 and 2022 audit at the same time.</p> <p>Asking staff for feedback related to Strategic planning. This feedback will be used to help formulate the goals. In October will work with Nicole Hobbs and Tracey Walker to help define goals and will bring in board input.</p> <p>At the same time, we are starting a community health needs assessment. This will include community forums to provide information on what type of healthcare the community needs and wants. The information from this will also be used in formulating a strategic plan.</p> <p>Follow up on foundation information request from Jeff. Joel sent out legacy documents found when the board had started creating a foundation but never was able to finalize the process. Also sent foundation information on a successful foundation from a hospital that is similar to us. This is not part of the CEO goals for this year, however we can start ground work on the foundation now. A big step will be seeing if anyone wants to be the champion for the foundation.</p> <p>Steven Gard PA-C accepted a full-time position with our organization. We anticipate him starting in September.</p>	<p>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>Dr. Robertson has added an additional day in the month to see patients in our clinic. It will be one Friday a month. This is in addition to the one day per week he already comes.</p> <p>Human Resources, Compliance and Risk Recognized Linda Rose as July's employee of the month. Presented on 2023 Engagement survey results. An increase responses 29.62% in 2022 compared to 76% in 2023. Across multiple areas we had an increase in positive rating. Identified accountability as an opportunity for improvement. This year will have an increased focus on this area and working to change that facility perception.</p> <p>Director of Nursing No report</p> <p>Director of Plan Operations No report</p> <p>Director of Clinic and Ancillary Services No report</p>		
CHIEF OF STAFF			
	<p>Providers have better outlook on the organization than what he has seen in a while. The atmosphere in the facility is getting better.</p>	<p>Christopher Robertson, MD Chief of Staff</p>	
BILLINGS CLINIC REPORT			

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	<p>Still waiting for American College of Surgeons to provide the results on the Trauma 1 designation survey.</p> <p>On their financial stability plan they saw June have a positive salary to net revenue change. This represents progress in their area toward better financial stability.</p>	Nicole Hobbs, VP Regional Operations	
NEW BUSINESS			
	<p>Motion to approve recredentialing and privileges for Dr. Kelly Christensen and additional Family Medicine Privileges for Enrika Rain Potter made by Paul Thur; second by Jeff Petty.</p> <p>Review Board Bylaws-</p> <p>Fred Werner pointed out the Bonnie Bluejacket reference needs to be removed from the bylaws. Janet Evans asked if WHA would be able to look at the bylaws. Joel stated WHA may look at them but they would be reluctant to give advice. Offered to send bylaws to an attorney to review. It was mentioned to adopt new bylaws the Board would need to conduct 3 public readings on them. Therefore, if they were sent to an attorney to review the first reading could be next month and this would give the board more time to review the old bylaws. Nicole Hobbs offered Billings Clinic to suggest some counsel who would be able to review the bylaws and help out. Nicole did warn about having lots of legalize in the bylaws because Wyoming law dictates many of the requirements of a board. You want to be careful not to have contradictory information in the bylaws.</p>		<p>Approved credentialing and privileging file on Dr. Kelly Christensen and additional family medicine privileges for Enrika Rain Potter</p> <p>Approved acceptance of resignation of Paul Thur</p>



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	Motion to accept resignation of Paul Thur effective August 1 st , 2023 made by Jeff Petty; second by Fred Warner.		
OLD BUSINESS			
PUBLIC COMMENTS			
EXECUTIVE SESSION			
	Motion to enter executive session made by Janet Evans; second by Jeff Petty WY § 16-4-405 – Personnel and legal at 6:30pm	Connie Werbelow, Chair	
	Exit executive session at 7:27pm Motion to accept 2024 CEO goals made by Paul Thur; second by Jeff Petty		Approved 2024 CEO goals
ADJOURN			
	Adjourn at 7:30pm	Connie Werbelow, Chair	