



February 19, 2025

## BOARD OF DIRECTORS

### MEETING AGENDA

Members	Present	Virtual	Attendees	Present	Virtual
Jeff Petty, Chair	X		Joel Jackson, Chief Executive Officer	X	
Fred Werner, Vice Chair	X		Tamara Sawyer, JD, Human Resource, Compliance and Risk	X	
Janet Evans, Treasurer	X		David Black, RN, Director of Nursing	X	
Michael Sherman, Board Member	X		Mark Schlattmann, Director of Plant Operations		
Trudy Craft, Board Member	X		Michael Garza, Finance Department Manager	X	
			Kelsey Sullivan, Director of Clinic and Ancillary Services		
<b>Billings Clinic Advisory Members</b>			Dr Christopher Robertson, MD, Chief of Staff		
Kris Kester, Regional Controller		X	Taylor Osmond-Roussan, Executive and HR Assistant	X	
Nicole Hobbs, VP Regional Operations			<b>Guests</b>		
Tracey Walker, RRT, Director of Regional Operations	X		Greybull Standard/Basin Republican		X

TOPIC	PRESENTER	ACTION ITEM
<b>CALL TO ORDER</b>		
5:35 pm	Jeff Petty, Chair	
<b>MINUTES</b>		
Board minutes from January 15, 2025 meeting		Trudy request motion to approve January 15, 2025 board minutes. Mike S. second the motion Approved
<b>FINANCIAL REPORT</b>		
Financial report for January 2025 – Three Rivers Health shows a net operating gain for the month of \$325,888. The January Mill Levy amount was \$233,799.84 which brings the Service District Account to \$1,210,465.09 at the month end. Accounts Payable total		Fred request motion to approve financials Trudy second the request



February 19, 2025

<p>is \$1,715,279 compared to \$2,664,254 for January 2024. The average Gross Patient Revenue per day for December was \$58,832 compared to \$46,521 for January 2024. Days COH as of January 31, 2024, was 75.93 days. Total Operating Expenses for January were \$1,038,793, giving us an expense per day of \$33,509.45. Our Gross AR days were 67.2 compared to 86.6 for the same period last year. Our patient registrations (encounters) were 1433 for January, compared to 1523 for January of last year. Patient Gross Service Revenue for January was \$1,805,260 compared to January 2024's revenue of \$1,436,506. Discounts and allowances were \$469,491 versus January 2024's Discounts and Allowances of \$1,891,442. Bad Debt and Charity Care write-offs for January were \$68,909 compared to \$1,016,802 for January 2024. Inpatient days were at 44, ER visits were 134, and Clinic visits were at 710.</p>		<p>Approved</p>
<p><b>EXECUTIVE REPORTS</b></p>		
<p><b><u>DON</u></b> – We are still seeing a higher number of patients under the age of 10 due to the winter cold and flu season. Inpatient went down by 5. Observation hours are up by 3 and swing bed days are double. Telemetry has helped some. We are not just caring about our patients We are also caring for their families. We are providing a safe place for them to go and we feed them and treat them like family. Dietary is great when it comes to families or extra guests. We are trying to retain local employees and accommodate them. Cooperation with the clinic is going well. Mark is fantastic with supply chain and keeping product prices low and managing inventory. Alexis is at a live in person ACLS class in Lovell today and tomorrow. We are working on different tools and such, we built a work flow for sepsis and chest pain and a step by step process for any ER encounter.</p> <p><b><u>Human Resources</u></b> – Employee of the month was Rebecca Bercher. Our employee engagement for January was a snack cart and in February we had a super bowl potluck and a valentines cookie decorating contest. We have a St. Patty's Day potluck planned in March. There are no deviations in the benefit enrollments. We can do more education on benefit engagement. Retention – we had one employee exit in January from our housekeeping department. We have received a lot of applications for this position, and we will have an offer out to one of the applicants. There are two policies for the group to review. One is the discipline policy and after consulting with our attorney we got rid of the progressive discipline steps and made it just discipline. The different types are labeled as options. We can add an area about what leads to the discipline and</p>	<p>Joel Jackson, CEO Kelsey Sullivan David Black Mark Schlattmann Tamara Sawyer</p>	



February 19, 2025

<p>termination. Next to termination, can we add intentionally causing harm to a patient will result in immediate termination. The other policy is about Grievance. The change we made to this policy is to define a better process about a grievance against HR and that the steps they need to take is to go to the CEO and/or the board.</p> <p><b>CEO</b> – The changes from the last meeting have been made to the foundation bylaws as this is the 3<sup>rd</sup> viewing of them and today, we are looking for approval. We want 100% of staff and board support on this. We are focusing on updating the ER equipment. Strategic and facility master planning met with Billings Clinic to talk about the priority for the facility. Talking with Kris Kester about what we can or cannot afford. The capital list was provided in finance. This is not finalized or complete, it is a draft. The leadership group is going to Cody to have lunch next week. The CEO texted the board chair about SF0069 about property tax. There are certain stipulations for this. This impacts our ability to fund, self-fund, and for us to borrow money.</p>		
<b>CHIEF OF STAFF</b>		
	<p>Christopher Robertson, MD Chief of Staff</p>	
<b>BILLINGS CLINIC REPORT</b>		
<p>We are still working on a contract with Blue Cross Blue Shield of MT. The contract ends 3/31. We will come to a resolution by this date. The Trustee conference is April 24<sup>th</sup> and 25<sup>th</sup> the registration link will be sent out soon for the conference. The hotel registration has already been sent out. The four highline facilities are in the process of bringing them on same domain. Cutbank went live last week. We have engaged with the Logan Health IT team to help with this. Rebecca Musman is going to join the regional team in May. She is the network operations executive. She will have 6 affiliate CEO that will report to her instead of Nicole Hobbs. One of the early initiatives for the combined Billings Clinic Logan Health system was an RFP for our GPO and this is an important initiative due to the financial savings we can have for a single system. Premier was chosen for Billings Clinic.</p>	<p>Tracey Walker, RRT, Director of Regional Operations</p>	
<b>AGENDA ITEMS FOR APPROVAL</b>		
<p>Recredentialing files</p> <ul style="list-style-type: none"> <li>Filip Turcer, MD-Teleradiology</li> </ul>		<p>Trudy request motion to approve credentialing files</p>



February 19, 2025

<ul style="list-style-type: none"> <li>Daniel Alderman, MD Teleradiology</li> </ul>		Mike S. second the motion Approved
Foundation Bylaws – We are looking for approval. Mike S. couldn't access the contact for the contract with Billings Clinic and would like to be brought up to speed. Jeff explained the foundation and the process and who is apart of this. Anyone can donate to this foundation. The donation may not be just money, it could also be property.		Fred request motion to approve foundation bylaws Trudy second the request Approved
<b>DISCUSSION ITEMS</b>		
Foundation next steps – Joel can bring a list of actions to the next meeting. The goal is to meet officially in May. The first meeting might consist of some action items and the formation of the board will start then as well.		Joel Jackson, CEO
Compliance presentation		Tamara Sawyer, CTO
Personal policy- Discipline and Grievance - There are two policies for the group to review. One is the discipline policy and after consulting with our attorney we got rid of the progressive discipline steps and made it just discipline. The different types are labeled as options. We can add an area about what leads to discipline and termination. Next to termination, can we add intentionally causing harm to a patient will result in immediate termination. The other policy is about Grievance. The change we made to this policy is to define a better process about a grievance against HR and that the steps they need to take is to go to the CEO and/or the board.		Tamara Sawyer, CTO
<b>PUBLIC COMMENTS</b>		
<b>EXECUTIVE SESSION</b>		
WY § 16-4-405 – Personnel and legal went to executive at 7:05 pm	Jeff Petty, Chair	Fred motioned to go into executive session Mike S. second the motion Approved
<b>ADJOURN</b>		
7:30 pm	Jeff Petty, Chair	