



January 15, 2025

# BOARD OF DIRECTORS

## MEETING MINUTES

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		
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		X
Patrick McConnell, 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		

TOPIC	PRESENTER	ACTION ITEM
<b>CALL TO ORDER</b>		
5:31 pm	Jeff Petty, Chair	
<b>BOARD OFFICER ELECTIONS</b>		
Chairperson – Fred nominated Jeff to remain as Chairperson		Fred motion to approve Chairperson Mike S. second the motion Approved
Vice-Chairperson – Trudy nominated Fred to remain as Vice-Chairperson		Trudy motion to approve Vice-chairperson Janet second the motion Approved



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Secretary/Treasurer – Fred nominated Janet to remain as the Secretary/Treasurer		Fred motion to approve Secretary/Treasurer Mike S. second the motion Approved
<b>MINUTES</b>		
Board minutes from December 11, 2024 meeting		Trudy motion to approve December 11, 2024 board minutes. Fred Second the motion Approved
<b>FINANCIAL REPORT</b>		
December shows a net operating loss for the month of \$255,576.24. The December Mill Levy amount was \$118,201.28 which brings the Service District Account to \$980,513.02 at the month end. Accounts Payable total is \$1,444,247 compared to \$1,973,594 as of the end of November. The average Gross Patient Revenue per day for December was \$43,369 versus \$44,842 for November. Days COH as of December 31, 2024, was 74.24 days. Total Operating Expenses for December was \$1,021,545, giving us an expense per day of \$32,953. Our Gross AR days were 56.6 compared to 66.0 for last month. Our patient registrations were 1232 for December, compared to 1400 for the month of November. Patient Gross Service Revenue for December was \$1,180,623 compared to November's revenue of \$1,339,994. Discounts and allowances were \$469,491 versus November's deductions of \$251,011. Bad Debt and Charity Care write- offs for December were \$67,208 compared to \$150,437 in November. December's 2024 Net Patient Service Revenue was \$643,924 while November's 2024 Net Patient Service Revenue was \$938,546.		Trudy motion to approve financials Fred second the motion Approved
<b>EXECUTIVE REPORTS</b>		
<b>CEO</b> – The Boards goals are on page 16 & 17. Succession planning from leadership is added as well, this shows who would do our things if something happened to us. MRI was slow the first two months but is starting to pick up and we are getting full schedules. In fiscal year 2023 the amount of encounters we seen was 6420 and in 2024 we seen 7337. Kirs Kester is the new Billings Clinic CFO will be here on the 29 <sup>th</sup> . Pat and Joel look at where TRH is now versus where TRH will be in a year from now. What can we support long term? We are still waiting the Facility Master planning to come in. Welcome Mike Sherman. He spent 3 hours with Leadership and CEO onboarding.	Joel Jackson, CEO Kelsey Sullivan David Black Mark Schlattmann Tamara Sawyer	



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<p><b>DON</b> – We are continuing to watch different trends and watching numbers increase. Numbers for children under the age of 10 we up from 10% to 15% for being seen in ER. D &amp; D section in 3 months out admissions for OBS or Inpatient from ER went from 6% to 12%. We are sending the same amount home. We are keeping more here rather than sending them to other facilities due to our ability to monitor them. We are continuing training. Dr. Raine joined us full time in December. Patients and staff both like him. We did hire two local nurses who are joining us as PRN. Alexis Duncan started with us as a MA in the clinic, then moved to the hospital/ER side as an LPN and now she will be taking her test to be an RN in February. The goal for her will be 6 months of RN orientation. We came across a situation recently that we have never dealt with. The staff received education about the situation with the incoming patient and embraced them when they arrived. We are trying to expand our ER pyxis so we don't have to run back and forth to the hospital side if we need something. We are currently working with pharmacy to build kits for the nurses so they have everything they will need for different situations and emergencies.</p>		
<b>CHIEF OF STAFF</b>		
<p>Dr. Raine is doing great and will be a fantastic addition. We are seeing higher patient volume in the clinic and filling most if not all of our open appointments and that is a result from gaining patient trust from the community. The Clinic is running smoothly we are getting patients in and out and working with the ER side when needed.</p>	<p>Christopher Robertson, MD Chief of Staff</p>	
<b>BILLINGS CLINIC REPORT</b>		
<p>Kris Kester has started and has been working with Pat. Billings Clinic is negotiating a contract with BCBS of MT. If asked, this does not affect Wyoming. The trustee conference is April 24<sup>th</sup> &amp; 25<sup>th</sup> at the Double Tree in Billings.</p>	<p>Tracey Walker, RRT, Director of Regional Operations</p>	
<b>AGENDA ITEMS FOR APPROVAL</b>		
<p>Committee</p> <ul style="list-style-type: none"> <li>Finance Committee: Jeff and Janet will remain on this committee</li> <li>Quality Committee: Trudy will remain on this committee</li> </ul>		<p>Trudy motion for committees and members to stay the same. Fred second the motion Approved</p>
<p>2025 Board Meeting Dates – Keeping December open as that dates sometimes change.</p>		<p>Jeff motion to approve meeting dates All in favor Approved</p>



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Credentialing files <ul style="list-style-type: none"> <li>• Mark Raine, MD- Hospitalist and Emergency Medicine</li> <li>• Abigail Holzwarth, CNP- Telemedicine Nephology</li> </ul>		Janet motion to approve credentialing files Trudy second the motion Approved
<b>DISCUSSION ITEMS</b>		
Board training item- Government and Management Responsibilities – It is good to keep and it is a good reference. Call Tamara or Joel if you have questions or need help. When talking with the public talk as a board member. If you need to, please direct the people to Joel. We are advocates for the Hospital. The board education that was given is very nice and helpful. Thank you, Tamara.		
Conflict of Interest form – Everyone signed the conflict-of-interest form Foundation Bylaws were handed out – Jeff wants to know if edits have been made Mike S. asked about emergency meetings. Jeff stated that we have to notify the public about the meeting and Jeff talked about the process on how this happens.		
<b>PUBLIC COMMENTS</b>		
<b>EXECUTIVE SESSION</b>		
WY § 16-4-405 – Personnel and legal – No executive session	Jeff Petty, Chair	
<b>ADJOURN</b>		
7:06pm	Jeff Petty, Chair	Trudy Motion to Adjourn Janet second the motion Approved