



November 20, 2024

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	X	
Janet Evans, Treasurer	X		David Black, RN, Director of Nursing	X	
Connie Werbelow, 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	X	
Billings Clinic Advisory Members			Dr Christopher Robertson, MD, Chief of Staff		X
Patrick McConnell, Regional Controller			Taylor Osmond-Roussan, Executive and HR Assistant	X	
Nicole Hobbs, VP Regional Operations	X		Guests		
Tracey Walker, RRT, Director of Regional Operations			Greybull Standard/Basin Republican	X	
			Phillip Franklin, EMS Director Cody Regional	X	
			Mike Scherman	X	

TOPIC	PRESENTER	ACTION ITEM
CALL TO ORDER		
5:32 PM	Jeff Petty, Chair	
GUESTS		
Phillip Franklin – Good and positive feedback out in the community		
MINUTES		
Board minutes from October 2024 meeting		Connie Werbelow Fred Werner Approved October 2024 board minutes.
FINANCIAL REPORT		



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<p>Financial report for October 2024 – Three Rivers Health is showing a loss for the month of \$177,094. October Mill Levy amount was \$57,191.96. Service District account is \$693,905.78 at month end. Accounts Payable is \$1,892,406. The average Gross Patient Revenue per day for October was \$53,865. Days COH for October is 74.16. Total operating expense for October is \$907,321 giving us an expense per day of \$29,268. Our Gross AR days were 82.1. Our patients encounters were 1403 for October. Patient Gross Service Revenue for October was \$1,663,571. Discounts and allowances were \$932,747. Bad Debt and Charity Care write-offs for October were \$58,495. Octobers 2024 Net Patient Service Revenue was \$672,330. Inpatient days were 53, ER visits were 137, and Clinic visits were 633 for the month of October.</p>		<p>Fred Werner Motioned Trudy Craft 2nd</p> <p>Approved financials</p>
EXECUTIVE REPORTS		
<p><u>CEO Report</u> Thank you to Jim Duncan for the work session. The County is restarting VOS program which is essentially a sitter available to help with patients in the hospital. The next step is creating EUM for local hospitals and in charge of training and staffing people in this program. Dr. Raine will be starting the 16th of December. We will be getting a QRA payment in December.</p> <p><u>Director of Clinic and Ancillary Services</u> Visiting Nurse visits last year in Q4 was at 18% and this year we are at 20%. Our goal is to have 25% of visits in the home. Radiology update: We made a donation to Susan Komer foundation. We raised about \$1000. MRI is going well and we have done 9 so far. December 12th is the next date for MRI. Lab/Rad update: No update. We are having a thanksgiving breakfast bar on the 26th from 6am – 9am</p> <p><u>Director of Nursing</u> There are graphs included in my report. Most data is coming from the ER because Inpatient data is harder to pull. We are working with Billings Clinic on a project that involves changing some Cerner tabs that will not only benefit us but other affiliates to like donor organization phone numbers to include Wyoming as well, a mark when a patient is fully registered, and discharge process charge sheet. Nursing staff educated a patient about their options on oxygen and Medicare. Staff is wanted to do more and be here more. Also attached is a thank you letter from families.</p> <p><u>Human Resources, Compliance and Risk</u></p>	<p>Joel Jackson, CEO Kelsey Sullivan David Black Mark Schlattmann Tamara Sawyer</p>	



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<p>Employee of the month is Tawny Miller, one of our housekeepers. November we recognized our veterans Joel, Mary, Rain, Shelley, Rebecca B., and Brian with a cup and a gift card. Breakfast Bar for Thanksgiving is happening on the 26th. The Christmas party is December 7th at the Basin City Arts Center in the ballroom. Staff retention is going well. We had 0 staff leave in the last month. We currently have two positions open. Benefits open enrollment will start the 24th. MHN gave us an 8% increase. The past 2 years we absorbed the increase and now we are giving employees the increase. The options are changing for benefit categories and depending on the plan you choose there may be an increase or a decrease in the amount you pay. We are offering life insurance and a gym membership this year.</p>		
CHIEF OF STAFF		
<p>In MedStaff we went through and approved a lot of policies. QAPI project is going well. Foot exams are currently at 46% and A1C is currently at 61% while our goal is 65%</p>	<p>Christopher Robertson, MD Chief of Staff</p>	
BILLINGS CLINIC REPORT		
<p>Update on Mitch, he is winding down his role at Billings proper and moving to the region. In preparation for upcoming legislative session in Montana we have been getting a lot of elected officials into our facility to see and hear from our staff what our challenges are and they are going well. We hired Kris Kestner for Pat's position. Pat will continue to help until the end of January</p>	<p>Nicole Hobbs, VP Regional Operations</p>	
AGENDA ITEMS FOR APPROVAL		
<p>No items</p>		
DISCUSSION ITEMS		
<p>December Board meeting – We are going to move up the December board meeting by one week. We will have the meeting on the 11th instead of the 18th at 5:30</p>		
EXECUTIVE SESSION		
<p>WY § 16-4-405 – Personnel and legal</p>	<p>Jeff Petty, Chair</p>	
ADJOURN		
<p>Adjourn to Executive Session at 6:47 pm</p>	<p>Jeff Petty, Chair</p>	<p>Connie Werbelow Motioned Trudy Craft 2nd Approved Motion to Adjourn</p>