

**Ruby Valley Medical Center
Corporate Meeting Minutes
Friday, November 8, 2024**

Board Members Present: Carol Braach, Les Gilman, Tony Simonsen, Dustin Tetrault, Cleve Witham,

Others Present: Dr. Bartoletti, Jim Gillhouse, Kelly Johnston, Dr. Kerins, Jamy Kraai, Amy Pack-Young, Tony Pfaff, Kari Reintsma, Jessica Sanson, Robin Stafford, Ali Wahl, Ted Woirhaye, Courtney Wood

Guests: Patty Bates (Auxiliary), Dwayne Knudson (Foundation)

I. Call meeting to order **Mr. Gilman**

Meeting called to order at 12:15 p.m.

II. Approval of Previous Meeting Minutes **Mr. Gilman**

Page 2 under CEO the 22 ½ needs reformatting. Mr. Simonsen makes the motion to approve the corporate meeting minutes from September with changes; motion seconded by Mr. Tetrault; all in favor; minutes approved as presented

III. Public comment on matters not on Agenda **Mr. Gilman**

None

IV. Credentialing **Dr. Bartoletti**

Dr. Bartoletti presented credentialing:

- Provider Cynthia Vogelli

All of the presented credentials have been reviewed by Medical Staff and approved; motion made by Mrs. Braach to approve the credentialing of the submitted providers; motion seconded by Mr. Simonsen; all in favor; motion passed

V. Reports and Updates **Mr. Gilman**

A. CFO **Full Report Attached** **Kelly Johnston**

September financials – Days cash on hand higher than last year but does include board designated funds. CMS correction in process. AR days are getting better. We are at 65.8! Good job Courtney and her team. The team is proactively managing the front end of revenue. September reflects a giant negative in P&L due to cost base reimbursement and swing beds went up. Ancillary went down and knocked down our numbers for September but will swing the other way for Oct. AR reserve was released and is better in October.

We are finally getting rebates for pharmacy Mac's has a positive bottom line and the program is looking good. Pharma Force is a new software that is now live, and credits should start rolling in for November.

Ambulance goes into the negative but then the tax revenue brings it back to positive. Billing practices on patients will break even by end of year. AP vendor relationships – want to negotiate better terms so we aren't paying before receiving payments.

- B. CMO** **Full Report Attached** **Dr. Bartoletti**
Fairly steady, busy October. Good review process for swing beds. Clinic has been steady. More students coming again and it's been great. Being a teaching hospital has been both beneficial to students and staff but has also been fun. Transport has improved significantly. QA is working on culture reporting, focusing on optimizing. Pharmacy Pipeline remote in Colorado verifies all RX for accuracy. We have transitioned from Bozeman Health. This is a much better process, greatly reducing med errors. Also more efficient with a guaranteed 15 minute return.
- C. FOUNDATION** **Full Report Attached** **Dwayne Knutson**
At the last meeting we discussed fundraising for the new clinic. Working on letter to give \$122K of restricted funds towards new clinic. We have a vacancy on the board. If anyone is interested, please contact Dwayne.
- D. AUXILIARY** **Patty Bates**
Our lease is finally completed, we are an official tenant at Reruns. We are in the middle of doing a deep clean. We meet next week to vote for officers and work on the budget. We are looking for more volunteers to work at Reruns.
- E. CNO** **Full Report Attached** **Ted Woirhaye**
Our new night C.N.A. is working out really well. Oscopies have started and going well. Stemi Stroke training last week was educational. Infection control – Cdif control trying to mitigate as best we can. We had 14 transfers with 5 Life Flights. There are currently 28 staff with only 1 traveler. We are still in need of a full time night nurse.
- F. QA/RISK** **Full Report Attached** **Ali Wahl**
All departments are tracking quality currently. Everyone is getting in a good groove with processes. We have revised the Dashboard just a little. There is an example of projects in the packet. Mr. Simonsen makes the motion to approve the QA Report as presented, motion seconded by Mr. Tetrault, all in favor. QA Report approved as presented.
- G. CEO** **Full Report Attached** **Mr. Gillhouse**
The Board updates each Friday is going well and is helpful. Our education and training is outstanding. The hospital has been busier than it's ever been. The Lab Survey cites were addressed quickly and the resurvey was outstanding. We are making great progress in the revenue cycle. Our open positions are a short list with .086 turnover rate, outstanding.

- VI. Medicaid Expansion Resolution Renewal 2024-02** **Mr. Gillhouse**
MHA is trying to get all hospitals in MT to adopt resolution. Mr. Tetrault motions to adopt Resolution 2024-02, Mr. Witham seconds, all in favor. Motion to adopt Resolution 2024-02 approved.

VII. Building Committee Report **Mr. Simonsen**
Sewer lines/plumbing and electricity getting roughed in. The good weather we've been having is helping the timeline. They are doing a good job. Jim added that the construction loan is moving along. We have two proposals from Opportunity Bank. USDA must authorize the additional debt and we are waiting for them to do so.

VIII. HR Committee Report **Mr. Tetrault**
Nothing to report

IX. Executive Session **Mr. Gilman**

X. Adjournment **Mr. Gilman**
Meeting adjourned at 1:17 p.m.

Next Meeting December 5, 2024, at 7:00 a.m.

Minutes respectfully taken and typed by Robin Stafford