

**Pondera Medical Center  
Board of Directors Meeting Minutes  
October 28, 2010, 5:30 pm**

The regular meeting of the Pondera Medical Center Board of Directors was held on Thursday, October 28, 2010 at 5:30 p.m. in the Pondera Medical Center Conference Room.

**Those Board Members in attendance were as follows:**

Brent Gaylord, Vice-Chairman	Karla Styren, Secretary	Bernard Ries, Treasurer
Joe Christiaens	Betty Cooper	Jaynie Gollehon
Cheryl Bakken		

**Absent:** Ted Kronebusch, Chairman

**Administration and Staff of PMC:**

Mark Jones, CEO	JD Duncan, HR Director
Wayne Ashworth, Director of RM & RHC	Dave Doran, CFO
Sean Kavanagh, IT Director	Lisa Hanson, Dir. of Bus. Dev., Mktg. & Diag. Svcs.
Carley Tuss, Interim Extended Care DoN	Brenda Ries, Accounting Manager
Jay Taylor, MD	Lori Sebben, Executive Assistant

**Public Guests and Employees of PMC:**

None

**Brent Gaylord, Vice-Chairman, called the meeting to order at 5:30 p.m.**

**MEETING CALLED TO ORDER**

AGENDA ITEM	MINUTES	MOTIONS/ACTION
<b>Public Comment</b>	Brent called for any public comments. There were none.	
<b>Approval of Agenda</b>	Brent asked if there were any changes or additions to the agenda. There were none. Brent called for a motion.	Mr. Christiaens made a motion to approve the agenda as presented; Ms. Styren seconded. Motion passed.
<b>Consent Agenda:</b> • <b>Approval of Minutes from meeting on 09-30-10</b>	Brent asked if there were any changes to the minutes of the meeting held on 09-30-10. There were none. Brent called for a motion.	Ms. Gollehon made a motion to approve the minutes from the 9-30-10 meeting; Mr. Christiaens seconded. Motion passed.
<b>Senior Staff Reports</b>	The group discussed the Eye Clinic report and the Finance Committee request to have a separate tab in the Board packets for the Eye Clinic; Extended Care stats; drop in resident complaints and how they are now being handled; new staff complaint reporting; Radiology equipment repairs and service contracts; surgical services vs. medical	

	records minutes; cardiac rehab patients and mammograms. Following discussion of staff reports, Brent called for a motion.	Ms. Styren made a motion to accept Senior Staff Reports; Mr. Ries seconded. Motion passed.
<b>Finance Report</b>	<p>Bernard gave a summary of the September 2010 Financial Report.</p> <p>Bernard told the group that the Finance Committee had started keeping minutes beginning in October and, following review, the minutes will be included in the Board packets. The group then discussed service contracts. During the Finance Meeting, Ted had requested an analysis of the expenses versus recovery for service contracts with a running total. There was additional discussion regarding revenue over expenses; accounts receivable; accounts payable; days cash on hand; Acute and swing bed days; the need for a Clinic biller; public relations and advertising; non-operating revenue; funded depreciation, salaries and direct-care worker payouts and productivity bonuses. Brent called for a motion.</p>	Ms. Bakken made a motion to accept the Finance report; Ms. Cooper seconded. Motion passed.
<b>CEO Report</b>	<p>Mark discussed the following:</p> <ul style="list-style-type: none"> <li>• PMC logo shirts and hats available for purchase</li> <li>• The Hospitality Room and an invitation to Board members to stop by; kudos to Ted for contacting 11 businesses to commit to a donation of \$100 each for the food</li> <li>• Bridge repair/entryway improvement plans and long-term facility needs; Mary's contact with Wellness Environments regarding the OB remodel that resulted in a decision to ask them to do a feasibility study for the entire facility; a conference call is scheduled for Tuesday morning</li> <li>• MHA Legislative Forum on October 13<sup>th</sup>; kudos to Wayne and Dietary for the exceptional meal</li> <li>• Healthcare reform is cutting physician fees by 21%, but that will not affect PMC</li> <li>• Dick Brown, NMHA, was here today; Mark and Wayne discussed healthcare reform with Dick; there is no information about funding with the exception of funding for EMR, which is separate from healthcare and is part of HIPAA; PMC is moving forward and has to meet federal deadlines; PMC is a partner with Montana</li> </ul>	

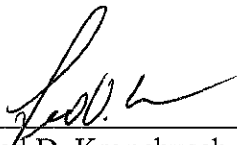
	<p>Pacific Quality Health Foundation, who may be able to help PMC get functional EMR on site; the total cost for PMC is around \$1,300; the rest will be supplemented by grant monies; EMR will be a big expense next year, but is included in the budget</p> <ul style="list-style-type: none"> <li>• Growth in endoscopy area next year; PMC is investing in equipment to stay in competition; the group discussed leasing the equipment</li> <li>• The need for replacing the current anesthesia machine; cannot repair or get parts for existing machine</li> <li>• JD's success in getting additional members on the Foundation, which will help get funding through donations</li> <li>• Possibility of having MRI equipment in Conrad; Lisa told the group it would not be cost effective to have one here because of the construction and space required due to the size of the magnet and the number of exams it would take to pay for the equipment</li> <li>• Bridge construction and entryway improvement; the Board requested that the brick be the same color as the rest of the building; Mark said the plans were done that way to tie into the ER roofing, which is white. Mark told the group that the covered entryway will not be heated or cooled, but will have venting to allow cross-ventilation to keep it cool or warm as necessary; it will be lighted but will not be sprinklered because it will be made completely of non-combustible materials; part of the repair/improvement is to replace the concrete walk, but there will most likely not be anything done to the area underneath; Betty suggested that donors might want to put a garden there in memory, or in honor, of someone</li> <li>• The last Benefits Committee meeting will be held soon; PMC has budgeted \$30,000 for benefits, bringing the employer contribution up to 75%, which is a small but great step to combat losses for employees. Employees will save about \$30 per month out of pocket; PMC is looking at vision insurance for the Eye Clinic – Mark has spent time with Dr.</li> </ul>	
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	<p>Peters and Dr. Taylor as Dr. Taylor makes plans to retire; Mark invited all to stop by and say hello.</p> <p>Betty requested that a special tribute for Jim Nelson be made during the employee Christmas Party to present his retirement plaque; Lori told the group that the Christmas Party is scheduled for December 17<sup>th</sup> at 6:00 p.m. at Pondera Golf Course and that more detailed information will be coming out next week.</p> <p>Mark told the group that he had a conference call with Dan Johns regarding the Union; the NLRB wants PMC to sign the ULP; Dan advised that if we sign we will have to sign a contract. Mark told the group that the employees want to tell the Union no and that Dan was asked to relay the information; the employees have contacted the Union and have not gotten any response. Mark thanked the Board for their support during this time and said that from what he understands, the NLRB is pro-Union and ignores employees. Jaynie told Mark she appreciates his standing up for PMC.</p>	
<b>Adjournment</b>	Brent called for a motion to adjourn the public meeting at 6:45 p.m.	Mr. Gaylord made a motion; Ms. Bakken seconded. Motion passed.

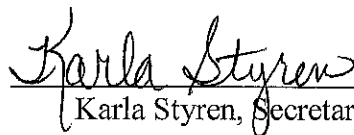
**Open meeting was adjourned at 6:45 p.m.**

Brent Gaylord, Chairman, called Executive Session to order at 6:50 p.m.

<b>Executive Session</b>		
<b>Consideration/Action-Medical Staff Appointments</b>	<p>Brent called Executive Session to order at 6:50 p.m.</p> <p>Lori Sebben presented the following Medical Staff files for consideration by the Board:</p> <ul style="list-style-type: none"><li>• <b>Richard Brown, CRNA:</b> Provisional Privileges for appointment to Allied Medical Staff Privileges were requested based on experience, education, training, professional competence, good judgment and demonstrated ability to adhere to lawful ethics, work cooperatively with staff and properly discharge medical staff responsibilities. PMC Medical Staff had given prior approval for appointment.</li><li>• <b>Joseph Peters, O.D.:</b> Provisional Privileges for appointment to Allied Medical Staff Privileges were requested based on experience, education, training, professional competence, good judgment and demonstrated ability to adhere to lawful ethics, work cooperatively with staff and properly discharge medical staff responsibilities. PMC Medical Staff had given prior approval for appointment.</li></ul>	<p>Mr. Christiaens made a motion to approve Allied Privileges for Richard Brown for a six-month term; Ms. Bakken seconded. Motion passed.</p> <p>Mr. Christiaens made a motion to approve Allied Privileges for Joseph Peters for a six-month term; Ms. Cooper seconded. Motion passed.</p>



Ted D. Kronebusch, Chairman of the Board



Karla Styren, Secretary of the Board

10/18/10

Date