

**Pondera Medical Center  
Board of Directors Meeting  
November 19, 2009, 7:00 pm**

**The regular November meeting of the Pondera Medical Center Board of Directors was held on Thursday, November 19, 2009 at 7:00 p.m. in the Pondera Medical Center Conference Room.**

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

Ted Kronebusch, Chairman	Joe Christiaens, Vice Chairman	Bernard Ries, Treasurer
Karla Styren, Secretary	Jim Nelson	Brent Gaylord
Jaynie Gollehon	Cheryl Bakken	

**Administration and Staff of PMC:**

Mark Jones, CEO	Dr. Jay Taylor	Dave Doran, CFO
JD Duncan, HR Director	Lisa Hanson, Outpatient Svcs. Dir.	Mary Erickson, Acute DoN
Kathy Danielson, ECF DoN	Sean Kavanagh, IT Coordinator	
Lori Sebben, Executive Assistant		

**Public Guests and Employees of PMC:**

Betty Cooper

**Ted Kronebusch, Chairman, called the meeting to order at 7:03 p.m.**

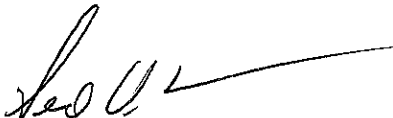
**MEETING CALLED TO ORDER**


AGENDA ITEM	MINUTES	MOTIONS/ACTION
<b>Public Comment</b>	Ted called for any public comments. Jim introduced Betty Cooper to the group as a prospective Board member to be considered when his term ends.	
<b>Approval of Agenda</b>	Ted asked if there were any changes or additions to the agenda for this meeting. There were none. Ted called for a motion.	Mr. Gaylord made a motion to approve the agenda as presented; Mr. Christiaens seconded. Motion passed.
<b>Consent Agenda:</b> • <b>Approval of Minutes from meeting on 10-22-09</b>	Ted asked if there are any changes to the minutes of the meeting held on 10-22-09. There were none. Ted called for a motion.	Mr. Christiaens made a motion to approve the minutes from the 10-22-09 meeting; Ms. Gollehon seconded. Motion passed.

<b>Senior Staff Reports</b>	Discussion was held regarding staff reports. Ted asked if there were any questions, there were none. Ted called for a motion.	Mr. Ries made a motion to accept Senior Staff Reports; Ms. Gollehon seconded. Motion passed.
<b>Finance Report</b>	<p>Bernard gave a summary of the October 2009 Financial Report.</p> <p>Discussion was held regarding budgeting for a new ambulance; Mr. Christiaens told the group the County would pay for 50% of the cost of the new ambulance.</p>	
<b>CEO Report</b> <ul style="list-style-type: none"> <li>• <b>Board Education</b></li> </ul>	<p>Mark distributed education information and the Board reviewed a PowerPoint presentation provided by the Governance Institute.</p> <p>Mark informed the group that the new boiler is up and running and gave kudos to staff for the dashboard reports.</p> <p>Mark informed the group that the Christmas party would not be catered this year; CJ Jochems and Carol Weisgram will prepare and cook the food; senior staff will pay for the food.</p> <p>The group discussed remodeling plans and costs associated with remodeling vs. construction of a modular building.</p> <p>Mary discussed the passage of House Bills 130, 131 and 132, that will provide grants for funding for mental health for law enforcement and hospitals. The State will pay for up to 72 hours for an individual to be on "hold" and law enforcement and hospitals can apply for help to bring in another social worker or training for employees. Mary explained that the money has to come through the County Commissioners' office and that five counties (Pondera, Toole, Teton, Glacier and Liberty) are eligible for a portion of the grant money. The five counties will be meeting in early December to apply for one-time only training funds. Mary informed the group that the grants will offer annual training.</p> <p>Discussion was held regarding sleep lab expansion to accommodate volume.</p>	

	Discussion was held regarding working with the Hutterite Colonies to provide OB services to them and setting up a meeting with them.	
<b>Corporate Bylaws</b>	Ted distributed a draft of the Bylaws and the group discussed changes. Revisions to be given to Lori to complete.	
<b>Policy Review</b>	<p>Mary informed the group that she is updating the policy file; the group reviewed the following policies:</p> <ul style="list-style-type: none"> <li>• Licensure, Certification or Registration of Personnel and Medical Staff</li> <li>• Responsibilities of Governance and Administration</li> <li>• Department Availability</li> <li>• Non-exempt Employee Timesheets</li> </ul> <p>Ted asked if there were any changes; it was noted that "Trustees" needed to be changed throughout the policies.</p> <p>Ted called for a motion.</p>	Mr. Gaylord made a motion to adopt the policies with amendments; Ms. Gollehon seconded. Motion passed
<b>3<sup>rd</sup> Quarter QA Report</b>	<p>Mary gave a PowerPoint Presentation on the 3<sup>rd</sup> Quarter QA Report.</p> <p>Mark discussed HIT and EMR and informed the group about Sean and Lisa's process to build the program.</p>	
<b>Adjournment</b>	Motion to adjourn the public session meeting at 9:15 p.m.	Mr. Ries made a motion to adjourn; Mr. Kronebusch seconded. Motion passed.

**Open meeting was adjourned at 9:15 p.m.**

  
 Ted Kronebusch, Chairman of the Board

  
 Karla Styren, Secretary of the Board

12/17/09  
 Date