

**Pondera Medical Center
Board of Directors Meeting Minutes
November 18, 2010, 5:30 p.m.**

The regular meeting of the Pondera Medical Center Board of Directors was held on Thursday, November 18, 2010 at 5:30 p.m., in the Pondera Medical Center Conference Room.

Those Board Members in attendance were as follows:

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

Absent: Joe Christiaens

Administration and Staff of PMC:

Mark Jones, CEO	Wayne Ashworth, Director of RM & RHC
Sean Kavanagh, IT Director	Mary Erickson, COO
Brenda Ries, Accounting Manager	Jay Taylor, MD
Lori Sebben, Executive Assistant	

Public Guests and Employees of PMC:

Jack Williams

Ted Kronebusch, Chairman, called the meeting to order at 5:34 p.m.

MEETING CALLED TO ORDER

AGENDA ITEM	MINUTES	MOTIONS/ACTION
Public Comment	Ted called for any public comments. There were none.	
Approval of Agenda	Ted asked if there were any changes or additions to the agenda. There were none. Ted called for a motion.	Mr. Gaylord made a motion to approve the agenda as presented; Ms. Bakken seconded. Motion passed.
Consent Agenda: <ul style="list-style-type: none"> • Approval of the Revised Minutes from the meeting on 09-30-10. • Approval of the Minutes from the meeting on 10-28-190. 	<p>Ted asked if there were any changes to the revised minutes from the meeting held on 09-30-10. There were none. Ted called for a motion.</p> <p>Ted asked if there were any changes to the minutes from the meeting held on 10-28-10. There were none. Ted called for a motion.</p>	<p>Ms. Gollehon made a motion to approve the revised minutes from the 9-30-10 meeting; Mr. Christiaens seconded. Motion passed.</p> <p>Ms. Styren made a motion to approve the minutes from the 10-28-10 meeting; Ms. Gollehon seconded. Motion passed.</p>
Senior Staff Reports	The group discussed Extended Care (EC) resident status, pending admissions, targeted	

	marketing for EC, low census in EC and float staff from EC to Acute. Following discussion of staff reports, Ted called for a motion.	Ms. Cooper made a motion to accept Senior Staff Reports; Mr. Gaylord seconded. Motion passed.
PMC Eye Clinic Report	<p>Mark told the group that the Eye Clinic report will mirror the Finance report beginning in January and that senior staff and Eye Clinic personnel met today to put some projections together. They have been working with Vanessa from Stockman Bank and Cheryl Curry from the Port Authority about a loan; neither wants to make a loan without collateral; the bank had suggested waiting for six months and requesting a loan then. Mark told the group that they had met with accounting and they need to keep moving forward with the loan for the Eye Clinic. Brenda will be analyzing the current process in an effort to help the stream flow run smoother. The Eye Clinic is working to break even, but it will most likely take 2 years. Ted told the group that this had been discussed in the Finance meeting and that we need to grow with strategic marketing and good business practices, i.e., collections and price increase. Brent asked if the Eye Clinic would still be competitive if prices are increased. Mark told the group that the increase in price will match the Medicare allowable charges; they will do some projections to include previous increases to ensure that office visits will be competitive.</p>	
Finance Report	<p>Bernard gave a summary of the October 2010 Financial Report.</p> <p>The group discussed legal fees, CPSI, kitchen remodel, PR and advertising, credit collections, accounts receivable, accounts payable, professional fees, utilities, postage and freight, advertising, credit collections, cash flow, December pay periods, hospital needs and departmental goals. Bernard requested an annual report of service contracts, which will be reported on with the preliminary and the budget each year.</p> <p>Mark told the group that a budget meeting with department heads is scheduled for November 30th at 9:00 and invited the Finance Committee to join them. Mark told the group he expects that department heads will present</p>	

	<p>their budgets as necessary. Ted told the group that PMC is only 3 births away from the budgeted goal; there was one birth this week and 3 or more expected before the end of the year. Ted requested information on revenue losses for OR; Mary told the group that they are focusing on growing OR and that staffing in OB is going well because the nursing staff is more stable and excited about OB. The group discussed needing an area in the hospital for new mothers to have time away from their babies for much needed rest and recuperation; right now, the mothers and babies are together 24/7. The discussion moved to paramedics and ALS services; Mary told the group that all the paramedics have been hired and that Dave Richardson is doing orientation with them. Mary told the group that there are 2 full-time and 1 part-time paramedics; her biggest challenge is how to utilize the paramedics in the hospital. Marketing will be done for ALS services around the first of the year. Following discussion, Ted called for a motion.</p>	<p>Ms. Gollehon made a motion to accept the Finance report; Ms. Bakken seconded. Motion passed.</p>
<p>CEO Report</p>	<p>Mark discussed the following:</p> <ul style="list-style-type: none"> • Extended Care presented Jo Hicks with a certificate and dedicated parking space for her 54 years of service • Mark thanked the Board members for their support of the hospitality rooms during the volleyball tournaments and said that PMC had received a lot of praise for doing such a great job on them; specifically that it was the best they had ever been to • Extended Care is working toward becoming an Eden facility; Mark discussed the principles with the group and where PMC is in adapting our facility and the time it takes to become an Eden facility • Possibility of having a renal dialysis center at PMC; the guidelines for having a center, the State and Federal regulations; overcoming hurdles and determining if it would be a sustainable service. Mark told the group that some attention will also be given to chemo therapy at PMC. Mark said that it would take 14-18 months to study and analyze having either service at PMC. 	

<p>3rd Quarter QA Reports</p>	<p>Mary gave a PowerPoint presentation and discussed the 3rd Quarter QA reports.</p> <p>Mark introduced Jack Williams and told the Board that Mr. Williams was here to talk about the possibility of having a dialysis center in Conrad. Mr. Williams discussed the need for having a dialysis center in Conrad, and that a 4-chair system could be set up and eventually open up to 8 to 12 patients a day by drawing in other communities with that need. Mr. Williams told the group that another roundtable meeting is scheduled at the County Health Department.</p> <p>Mark explained that in order to have a dialysis center here, there would need to be a nephrologist present and the attending nurses, at minimum, require 12 months of nursing experience. Ted & Mark thanked Mr. Williams for his time.</p> <p>Mark told the group that he will be attending a meeting on December 2nd or December 9th at 3:30 with Cynthia Grubb and members of the community.</p> <p>The group discussed the hospital's needs, status of the EMR project, IT outsourcing to the County and pricing for same; bridge construction update and the County's involvement in getting that done.</p> <p>Jaynie asked about the EC Activities manager position; Mark explained that the position was a new position, no one had been replaced and the need to realign current activities to be resident-driven; Cale Younce, the manager, has already made changes to move PMC in that direction.</p>	
<p>Adjournment</p>	<p>Ted called for a motion to adjourn the public meeting at 7:41 p.m.</p>	<p>Ms. Styren made a motion; Ms. Gollehon seconded. Motion passed.</p>

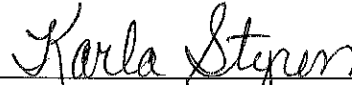
Open meeting was adjourned at 7:41 p.m.

Ted Kronebusch, Chairman, called Executive Session to order at 7:48 p.m.

Executive Session		
Consideration/Action- Medical Staff Appointments	<p>Ted called Executive Session to order at 7:48 p.m.</p> <p>Lori Sebben presented the following Medical Staff file for consideration by the Board:</p> <ul style="list-style-type: none">• William Horst, MD: Privileges for re-appointment to Courtesy Medical Staff 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.	<p>Ms. Bakken made a motion to approve reappointment Privileges to Courtesy Staff for William Horst for a two-year term; Ms. Styren seconded. Motion passed.</p>



Ted D. Kronebusch, Chairman of the Board



Karla Styren, Secretary of the Board

01/06/11

Date