

**Pondera Medical Center  
Board of Trustees Meeting  
June 25, 2009, 7:00 pm**

**A meeting of the Pondera Medical Center Board of Trustees was held on Thursday, June 25, 2009 at 7:00 p.m. in the Ponder Medical Center Conference Room.**

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

Ted Kronebusch, Chairman Secretary	Joe Christiaens, Vice Chairman	Reta Rae Weisgram,
Jim Nelson	Brent Gaylord	Bernard Ries
Karla Styren		

**Absent:** Cheryl Bakken, Personal

**Administration and Staff of PMC:**

Mark Jones	Dave Doran	Brenda Ries
JD Duncan	Kathy Danielson	Mary Erickson
Lori Sebben		

**Public Guests and Employees of PMC:**

Dan Johns,	Cindy Johnson	Sandy Broesder
Mary Ann Ries	Audrey LaRance	Byron Grubb
Jaynie Gollehon	Marilyn Copenhagen	Kim Bender
Cindy Koenig	Ann Boettcher	Jamie Dwello
Mabel DeVries	Chris Lassevitch	Laura Erickson

**Ted Kronebusch, Chairman, called the meeting to order at 7:01 p.m.**

**MEETING CALLED TO ORDER**

AGENDA ITEM	MINUTES	MOTIONS/ACTION
<b>Public Comment</b>	<p>Ted called for any public comments. Members of the community discussed union negotiations and presented a petition signed by citizens and PMC employees; brief discussion regarding the termination of PMC's profit sharing plan.</p> <p>Ted introduced Cindy Johnson and Sande Broesder, Pondera County Commissioners, Mary Ann Ries, Pondera County Attorney, and Dan Johns, PMC Legal Counsel.</p>	
<b>Facility Lease</b>	<p>Mr. Johns discussed PMC's Articles of Incorporation and Bylaws and recommended that updates be made to both documents. Discussion was held regarding board appointments.</p>	

<p><b>Approval of Agenda</b></p>	<p>Ted asked if there were any changes or additions to the agenda for this meeting. Ted requested the agenda be amended to include the County Commissioners' recommendation to reappoint Karla Styren to the Board; to appoint Jaynie Gollehon as incoming Board member to fill the seat vacated by Reta Rae Weisgram; and to remove Corporate Bylaws from the agenda.</p> <p>Ted asked for approval of the County recommendation to appoint the board members noted above.</p> <p><b>Ted requested the meeting be closed for Executive Session at 7:44 p.m.</b></p> <p><b>Executive Session closed and the regular meeting was called back to order at 7:58 p.m.</b></p> <p>Ted thanked Reta Rae for her service on the Board of Trustees and welcomed Jaynie as a new Board member.</p> <p>Discussion was held regarding election of a Secretary of the Board and the requirements of the office; it was determined that the Board Secretary would not be tasked with taking minutes for meetings; PMC staffs an individual trained to take minutes. Ted stated Board officer elections would be postponed to the July Board of Trustees meeting and appointed Karla as the Interim Secretary of the Board.</p>	<p>Mr. Gaylord made a motion to approve the agenda as amended; Mr. Nelson seconded. Motion passed.</p> <p>Mr. Nelson made a motion to approve the recommendation; Mr. Christiaens seconded. Motion passed.</p> <p>Mr. Gaylord made a motion to go into Executive Session; Mr. Christiaens seconded. Motion passed.</p>
<p><b>Consent Agenda:</b></p> <ul style="list-style-type: none"> <li>• <b>Approval of Minutes from meeting on 05-28-09</b></li> </ul>	<p>Ted asked if there are any changes needed for the minutes of the meeting held on 05-28-09. There were none.</p>	<p>Mr. Gaylord made a motion to approve the minutes from the 05-28-09 meeting; Ms. Styren seconded. Motion passed.</p>

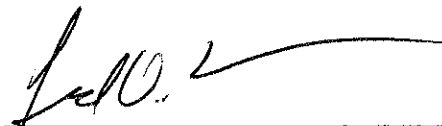
<p><b>Senior Staff Reports</b></p>	<p>Mary Erickson discussed her report and apologized to the Board for not distributing with packets. Bernard requested that additional information be included in her report that shows a return on investment of Dr. Boes performing cataract surgeries.</p> <p>Discussion was held regarding an assisted living center.</p> <p>Kathy Danielson discussed the state survey that had occurred this week and informed the group there were only minor deficiencies. Ted gave kudos to Kathy and her staff for their hard work.</p> <p>Ted asked if there were any questions, there were none.</p>	<p>Mr. Gaylord made a motion to accept Senior Staff Reports; Ms. Styren seconded. Motion passed.</p>
<p><b>Finance Report</b></p>	<p>Bernard gave a summary of the April Financial Report.</p> <p>A resolution was proposed for approval for Dave Doran, Kathy Danielson, Monica Hicks and Elaine Rice to be authorized signers for the EC account at Stockman Bank.</p> <p>Ted distributed thank you cards for Board member signatures to send to designated departments/individuals of PMC.</p>	<p>Mr. Gaylord made a motion to adopt the resolution; Mr. Nelson seconded. Motion passed.</p>
<p><b>CEO Report</b></p>	<p>Mark discussed the following topics:</p> <ul style="list-style-type: none"> <li>• State survey held in EC this week; thank you to Kathy and staff for their hard work.</li> <li>• Fire and Life Safety survey that also occurred this week; thank you to Engineering department for keeping the facility in compliance</li> <li>• PMC golf tournament last weekend went well and generated enough revenue to purchase “Go Talk” machines for EC to facilitate communications for the verbally challenged residents.</li> <li>• Budget review; looking at FTE’s, low census; and projections for year-end</li> <li>• Whoop-Up</li> <li>• Homesteader Days; PMC will have an informational booth for the day</li> </ul>	

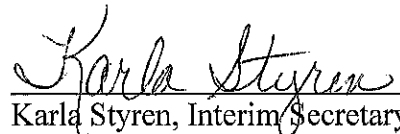
	<p>Bernard asked about the new PMC logo; JD explained that it would be officially unveiled at the open house on Friday, June 26,2009.</p> <p>Brent inquired about Dr. Forunier and the hearing clinic; Mark explained.</p> <p>Brent asked if NMHA is trying to put something for Information Technology in place for rural hospitals to get up to speed on having electronic medical records (EMR). Mark informed the group that he believed NMHA was working on something. Discussion was held regarding Health Information Technology (HIT) and EMR.</p> <p>Mark informed the group there would be no Board training this evening.</p>	
<b>Strategic Planning Update</b>	<p>Mary Erickson discussed the following:</p> <ul style="list-style-type: none"> <li>• Low census plan policy is in progress; she and Dave are monitoring facility revenues to determine the times when low census would be needed and implementing a plan that will be fair for all employees</li> <li>• Radiology had 60 CTs in May, which was their break-even point</li> <li>• Increase in Radiology specialty services over 2008</li> <li>• We will see another increase in surgical services in the June report.</li> <li>• Sleep studies; research done by Renne Salois, if implemented may provide PMC with the ability to perform more sleep studies with quicker results at a significantly lower cost for PMC which will also drive up revenues there.</li> </ul> <p>Dr. Taylor inquired about foundation grants; JD explained that fundraisers could be set up like a foundation if people wanted to contribute to a certain fund.</p>	
<b>Board Priorities List</b>	<p>Ted asked the board to fill out the priorities list and bring back to the July board meeting.</p>	
<b>General Discussion</b>	<p>JD discussed CEO evaluation that had been included in the packets and requested the group return next month on thoughts about the form and reminded them that this form, if</p>	

	<p>chosen, would be used for all employees. JD requested the group focus on the essential functions portion of the form.</p> <p>Ted distributed a CEO evaluation package from the Governance Institute and requested that this be put on the board agenda for July.</p>	
<b>Adjournment</b>	Ted called for a motion adjourned the public session meeting at 9:18 p.m.	Mr. Gaylord made a motion to adjourn; Ms. Styren seconded. Motion passed.

**Open meeting was adjourned at 9:18 p.m.  
Ted Kronebusch, Chairman, called Executive Session to order at 9:29 p.m.**

<b>Executive Session</b>		
<b>Consideration/Action-Medical Staff Appointments</b>	<p>Ted called Executive Session to order at 9:29 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>Jay Taylor:</b> Physician: Privileges for re-appointment to Active 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.</li> </ul>	Mr. Nelson made a motion to approve Active privileges for Jay Taylor for a two-year term; Mr. Ries seconded. Motion passed.

  
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 Ted Kronebusch, Chairman of the Board

  
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 Karla Styren, Interim Secretary of the Board

7-30-09  
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 Date