

**GOVERNING BOARD MEETING JUNE 30, 2023, • 12:00 PM-VIA ZOOM**

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**DIRECTORS PRESENT:**

Sue Hazlett, District Director  
Bessie Spangler, District Director  
Peggy Temple, Corporate Director, Chair  
Diane Magone, District Director-Left meeting at 12:51  
Jessica Schaak, Corporate Director  
Gloris Castles, District Director  
Ken Vandehey, District Director-VIA Zoom  
Leona Crichton, Corporate Director

**DIRECTORS ABSENT:**

Dawn Terrill, County Commissioner  
Mary Jo Lommen, Corporate Director

**OTHERS PRESENT:**

Katie Mahe, Garlington, Lohn & Robinson-VIA Zoom  
Laurel Chambers Haskins, CEO  
Stacy Conrow-Ververis, CFO/Director of Human Resources  
Erin Woodson, Director of Administrative Services

**PUBLIC PRESENT:**

Amy Lommen, Mineral County Health Department

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**Call to Order/Establishment of Quorum**

This meeting was called to order on Friday June 30,2023, at 12:04 by Peggy Temple, Board Chair. A quorum was established and district quorum as well.

**Public Comment**

None

**Approval of Minutes**

Bessie made a motion to approve the minutes of the May 25, 2023, board meeting. Ken seconded the motion; motion carried.

**Committee Reports**

**Executive Committee**

- Peggy reviewed the executive committee meeting.

**Professional Affairs Committee**

- The following providers were brought before the Professional Affairs Committee prior to this meeting and their privileging requests were all approved for two-year terms:
  - Karyn Ridgeway, MD
  - Joseph Romero, CRNA

Ken made a motion to approve the above-listed providers for two-year terms. Leona seconded the motion; motion carried.

## **New Business**

### **Community Health Needs Assessment (CHNA) Review**

Amy Lommen gave a review of the Community Health Needs Assessment. 404 people responded, 91 online, and 313 paper form. The information collected will allow us to be more actionable in the community moving forward.

Jess made a motion to approve the CHNA Report Data, Diane second the motion; motion carried.

### **2023-2024 Operating Plan**

Laurel and Stacy presented the 2023-2024 Operating Plan, which was reviewed at the May board meeting.

Leona made a motion to approve the 2023-2024 Operating Plan, Bessie seconded the motion; motion carried.

### **2023-2024 Board Education Topics**

- Dietician and impact on patient care
- Quality program and why quality matters
- CAH finance reporting
- Charity care vs. Bad debt
- Life cycle of a bill
- Community Health Needs assessment/Plan
- What is compliance?
- What is risk management?
- Details of infection control and antibiotic stewardship
- Audit
- 990
- Cost report
- What is a chargemaster review and what are the benefits?

### **FY 2024 Budget Assumptions and Operating Budget**

The budget was created on the following assumptions:

- Volatile Social Environment
- Inflationary Pressures
- Employee/Workforce Challenges

- Chagemaster Review Completed
- EHR Conversion Relief
- Continued Focus on Quality Improvements
- Service Demand
- Price Increases
- Expenses

Leona made a motion to approve the Operating and Capital Budget, Diane second the motion; motion carried.

### **FYE 2023 DZA Audit Engagement**

Audit Engagement was provided in the board packet.

Leona made a motion to approve the 2023 Audit Engagement, Ken second the motion; motion carried.

### **Athena Accounts Receivable**

1,879 Claims

816 Insurance Claims = \$281,352

1,063 Self Pay Claims = \$331,549

Recommendation: Write off full Self Pay Athena amount as of June 30, 2023. This amount is already allowed for in our monthly bad debt allowance calculation.

Recommendation: Write off the full Insurance Balance in Athena as of June 30, 2023. This amount will be booked as timely filing adjustment and will impact the net income for the month of June and the fiscal Year of 2023.

Leona made a motion to approve the write-off of Athena Accounts Receivable on both Recommendations, Jessica second the motion; motion carried.

### **Disposal of Equipment**

CBC Analyzer for the lab

Leona made a motion to approve the disposal of the CBC Analyzer with a small gain, Bessie seconded the motion; motion carried.

### **Accountability Report**

Presented by Laurel and Stacy.

June's "In this House...We Build Connections!!

During June we celebrated connections with each other. Extend a hand, build a bridge, learn something new about someone, share a walk, a kind word or simply make someone's day. Employees were encouraged to take a positive affirmation card and a piece of candy to share with someone. If they were feeling brave, they were encouraged to make a NEW connection with someone they didn't know well.

The Mineral Community Hospital Clinic held a Well Child Clinic. 37 children received well child checks and sports physicals.

MCH participated in an Active Shooter Drill with community involvement.

### **Unfinished Business**

CEO Evaluation

Moved to Executive Session, see note below.

### **Current Events (No Action Required)**

- Leona asked Ken how the fair booth planning is going. Ken is starting the planning now.
- Bessie has flyers for the Mineral County Rec Club's River Street Festival.
- Peggy discussed the MHA Conference on September 19-22, 2023.

### **Next Board Meeting Date**

Thursday, August 24, 2023- No July Meeting

### **For the Good of the Order**

None

### **Executive Session**

CEO Evaluation

The Board adjourned to Executive Session at 1:23pm on Friday, June 30, 2023. The presiding officer determined that the demands of individual privacy clearly exceeded the merits of public disclosure in discussing Laurel's evaluation, and this portion of the meeting was closed pursuant to statute (MCA 2-3-203).

### **Adjournment**

The board returned from Executive Session at 2:13pm.

Ken made a motion to Approve a 3% raise, retro back to January 1, 2023, for Laurel Haskins, CEO, Leona seconded the motion; motion carried.

Leona made a motion to adjourn, Ken seconded, unanimous to adjourn at 2:14pm.