

**Granite County Hospital District  
Governing Board  
Meeting Minutes – DRAFT  
TUESDAY SEPTEMBER 26, 2023**

**Present:**

- Kristi Mainwaring (Chair)
- Doris Gilbertson (Vice Chair)
- Ashley Westphal
- Wendy Dyer

**Call To Order:**

The meeting was called to order by K. Mainwaring on Tuesday, September 26, 2023 at 5:34 pm. The meeting was held in the Granite County Medical Center Conference Facility in Philipsburg, MT. Role call was taken and a quorum of the Board was present.

**Standing Items:**

**Approval of Minutes:**

The minutes from the August, 29, 2023 meeting were reviewed. A. Westphal made a motion to approve them as written. D. Gilbertson seconded the motion. The vote was called and the motion passed unanimously.

**Administrator's Report:**

Brian Huso, CEO presented the Administrator's Report. (Please refer to the posted report for full details.)

Brian reviewed the following highlights from the report:

Plans to integrate EMS services into hospital operations have been discontinued due to funding issues. Thank you to the H & R Thrift which continues to supply funding, Brian attends their board meetings. Area 5 Home Companion Program has been approved by the Commissioners, planning to start Oct. 1st. New medical provider, Kim Handle(sp) is being credentialed now for approval by the board in October. The 340B program is progressing slowly but on track to go live on Oct. 1st. The hospital entered a Covid Outbreak status on Sept. 15th. Full recovery is expected by Oct. 5th. Considering a change in accounting consultants from Wipfli to I.V. Baily due to MHA recommendation. Health Faire has been scheduled for Oct. 6th and there is good community support for the event.

K. Mainwaring asked about utilization.

Brian said that utilization is up but revenue was down due to the type of services that were utilized.

K. Mainwaring asked about preparations for the Health Faire.

Brian said they will provide a listing of all the providers with bio and photos and the Home Companion Program will be advertised. There will be signs and banners going up around town. The time is from 6 AM to Noon, October 6th, at the Elementary School gymnasium.

A. Westphal asked what services were being offered at the Health Faire.

Kari McLean, ADON, reported that there will be the Fasting Blood Panel and Blood Pressure Tests, Balance Testing and Health & Wellness coaching. There will also be 15 vendors with display tables. The hospital is taking on the Home Companion program with limited funds and will accept donations from the recipients since fees cannot be applied to this State/Federally funded program. Currently there are 5 recipients with 6 more on the waiting list, pending funding. The program will be called the Granite County Home Companion program.

A. Westphal inquired about who is working on employee retention.

Brian reported that Jason and Kari were working to create a culture where people feel respected and that their voices are heard and that they want to be there. Brian emphasized that culture change is the key to retention of staff and that is a gradual process.

Brian asked for a motion from the board to make needed administrative changes to the US Bank account; to add the signatures of Trustees Kristi Mainwaring and Doris Gilbertson and CEO Brian Huso and to remove the signatures of the former CEO, Chad Green and the former Trustees John Barbara and Jim Waldbillig.

K. Mainwaring made the motion to approve the signature change, it was seconded by A. Westphal. The vote was called and the motion passed unanimously.

### **Medical Staff Report:**

Brian Huso, CEO, reported that medical director Hunter Crouse, MD. was not able to attend this meeting or provide a written report but promised to attend all future board meetings and provide a written reports. Brian reported that Dr. Crouse has been very involved with medical staff with on-site visits and things are going very well.

Brian also noted that by employing the services of Big Sky Credentialing the hospital is saving money and the board is relieved from the duty of approving the credentials of the Radiologists at Radiology Partners.

A. Westphal asked about the new provider, Kim Handle.

Brian said that she is a local resident and her specialty is geriatrics. She is not certified for pediatrics so she won't cover the ER but will be valuable in the Clinic. She could start working sooner than the next board meeting if her credentialing is completed but the board would have to call a special meeting to approve that.

### **Financial Report:**

Brian Huso reported that Brenda Peyton, JCCS accountant, prepared the report but was not able to make the financial presentation due to a schedule conflict with her mandatory professional training.

Brian reviewed the following highlights from the report: (Please refer to the posted report for details.)

There was a loss of \$179,946 for the month of August.

Factors affecting this loss were \$153K of bad debt written off and a \$29K insurance payment.

Utilization was pretty good but short on CT scans and Lab send-outs.

AR staff has been working hard; AR has dropped down to 51 days and reduced by \$218K.

3 outstanding claims have been difficult and a complaint has been filed with the Insurance Commission.

Revenue is up 75%, agency staff expenses are down \$36K

Recent hiring of new nursing staff will eliminate 4 shifts of agency staffing.

The community is making more local housing available.

A. Westphal asked about a couple staffing contracts that ended early and about where we are in terms of FTE for CNAs and Nurses.

Brian said that the contracts did not end early, they were just not done. He noted that they have hired 7 people; 2 CNAs in March, another in May and two RNs in July, another RN in June and another CNA in August. Brian said that calculating the FTEs was in process but not done yet. All these people that have been hired are not FT. The DON is working to expand the Per-Diem base so that there will be resources available to cover for vacation time.

K. Mainwaring asked about what is being done to increase clinic visits.

Brian said that bringing on practitioner Kim Handle will help because she is local and people are excited about that. A. Westphal noted that Kim's specialty is a good fit based on our demographics.

### **Approval of Warrants:**

K.Mainwaring asked for a motion to approve the warrants.

A motion was made by Wendy Dyer to approve the warrants.

The motion was seconded by Doris Gilbertson. The vote called and the motion was approved unanimously.

### **Committee Reports:**

#### **Finance Committee** - Gilbertson

Finance committee is meeting weekly to review and scrutinize payables and find answers if things don't look quite right or if changes need to be made. The committee also meets every other week to review payroll. AP has a system in place to review dates and times and manage outgoing payments effectively.

#### **Policy Committee** - Mainwaring

#### **Grants** - Westphal

Some of the final payments for the community health worker may have come in by now. There is another year left on the funding for the current community health worker. The board is working on strategic planning to develop a new idea of where we are going. This work just getting started and will develop over the coming months. There is a meeting for this set up for October 11th. These meetings review the Community Needs Assessment will be open to the public once they are finalized. Watch for this information on the website and send us your email if you want to be contacted. We are still looking for locations to hold these meetings. Meetings will be held in Philipsburg, Hall and Drummond.

#### **Community Outreach** - Dyer

Working on how to take the strategic planning meetings on the road to Drummond and Hall and how to invite and encourage community members to participate. Wendy has put her bio and email on the website and looks forward to hearing from people and moving forward with the strategic planning process.

#### **Technology Committee** - (chair is unfilled)

Continuing to work on improving the Hospital web site. The board operations have been moved to a Google Office environment so that board operations can be independent from the hospital. This will also allow the board meetings and operations to be clerked remotely so that a professional service can be brought in to properly manage the board documentation procedures. We are looking at some possibilities to dramatically increase our network capacity. Work continues on the deployment of the new inventory system, Jumpstock, for Central Supply. We are expecting to start capturing charges in October. The system should improve patient charge capture and the tracking of department expenses for the cost report. It may also help with inventory stocking and procurement. K.Mainwaring noted that this is a state of the art improvement for the hospital.

### **Foundation Report:**

K.Mainwaring said they will normally be doing updates from the Granite County Healthy Network, the H&R Thrift Store and the Granite County Medical Foundation but none of their representatives were available for this board meeting.

She did get a quick email from Healthy Granite County regarding the TeleMed service. A. Westphal noted that the funding for that service extended into next year but was not sure about usage numbers. Brian Huso noted that the cost to the hospital without grant funding for that service would go from \$2K to about \$20K per year. Healthy Granite County has started an AI-Anon program and the meetings will be moving to the brick building across from Granite Sportland starting sometime in October. There is also a Trunk-or-Treat event planned for October 24th.

Brian noted that they received funding of \$7K from the H&R for a new "standing" lawn mower and they are getting pricing on new hospital beds to be funded by the H&R.

K.Mainwaring noted that planning for the Medical Foundation's Festival of Trees is underway for December.

## **Old Business**

### **Open board positions:**

K.Mainwaring noted that there is an open board seat and an open board clerk position and that they do have some candidates being reviewed for those positions.

## **New Business**

### **Home Companion Program Opportunity:**

Brian presented a copy of the agreement to the board and asked if there were any questions. There were none and K.Mainwaring made the motion to approve the agreement with the County for the Home Companion Program. The motion was seconded by A. Westphal. The vote was called and the motion passed unanimously.

### **Change of schedule for the Regular GCHD Board Meetings:**

K.Mainwaring suggested that the regular board meetings be held on the Third Tuesday of each month rather than the last Tuesday of each month so as to eliminate the need to reschedule meetings during the holiday season and present a more consistent schedule for the public.

A Westphal asked if this would work with Brenda and the financial reporting and with the Medical Director, Dr. Crouse. Brian Huso said that he had discussed this with them and it was OK to change the date.

K. Mainwaring asked for a motion to approve the schedule change.

A.Westphal made a motion to approve the change of monthly board meetings to the Third Tuesday of every month starting in October, 2023. The next board meeting being October 17th. The motion was seconded by D.Gilbertson. The vote was called and the motion was approved unanimously.

A.Westphal asked if the board meetings would continue to be held in Philipsburg. K.Mainwaring noted that for now they would be and that the Community Health Needs Assessment and Strategic Planning meetings would be on the road and they were important to encourage community dialogue.

## **Open Comment**

E.Gagliano (attending via Zoom):

Suggested a review of the meeting time; that 5:30 PM is not the most convenient time for many people.

Asked for clarification about the community meetings. Brian explained that these are the Community Health Needs Assessment meetings which are not scheduled yet.

Noted that the board meeting was being recorded on Zoom and wondered if that was to be made available to the public. Dave Lee (acting as board clerk) said that the meeting is only being recorded so that the minutes can be taken from it and the recordings are deleted afterwards.

Noted that some of the documents referred to during the meeting were not available on the web site for the public to follow along with and that Brenda did not screen share the Financials.

(note: Brenda was unavailable for this board meeting)

Pointed out that these meetings are not just for the Board's benefit but for the benefit of the public to be able to follow and when you do motions it should be written and be on the Agenda so the public can see what the motion is going to be. Again, that is public information and it should be on line and should be available to the public. Thank you for listening to my comments.

Kim B. (attending via Zoom)

As far as the 5:30 meeting time, she thought it was perfect and that changing the date makes a lot of sense because of all the holidays. "Keep at it, I think you are doing great."

A.Westphal commented that the meeting time is open for review but noted that 5:30 seems to be the best for the most people. If the board hears enough community involvement and they would like to change the meeting time then it will be reconsidered.

E. Gagliano:

Asked how many attendees were present from the public since she could only see empty chairs. B. Huso reported that there was one person in physical attendance from the public.

### **Adjournment**

K.Mainwaring asked for a motion to adjourn.

A motion was made by A. Wesphal to adjourn. This was seconded by W. Dyer. The motion passed unanimously and the meeting was adjourned at 6:30 PM.

**These minutes have been reviewed and approved by motion of the board:**

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Kristi Mainwaring (Chairman of GCHD Board of Trustees)

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Date