

Wheatland Memorial Healthcare  
Board of Trustees' Meeting

The Meeting of the Board of Trustees of Wheatland Memorial Healthcare was held on March 19, 2015 in the Health Education Center.

**MEMBERS PRESENT:**

Aubrey Miller, <i>Chairman</i>	Lorraine Peterson, <i>Trustee</i>
June Voldseth, <i>Vice Chairman</i>	Jenny Peters, <i>Trustee</i>
Don Amundson, <i>Secretary/Treasurer</i>	Tom Bennett, <i>Trustee</i>
Mike Zwicker, <i>CEO</i>	

**OTHERS PRESENT:**

Kathy Jutila, <i>MD, COS</i>	Becky Sturdevant, <i>FNP</i>
Kayla Lawson, <i>Executive Secretary</i>	Taylor Lies, <i>PA-C</i>
Clinit Seger, <i>MD, Billings Clinic</i>	Hannah Sexton, <i>PA-C</i>
Bobbie Hansen, <i>Network Admin.</i>	Penny Doak, <i>US Bank</i>
Patrick Angland, <i>US Bank</i>	

**WELCOME AND INTRODUCTION**

Chairperson Miller called the meeting to order at 5:09 pm.

**CONSENT AGENDA**

*Upon motion that was duly made by Ms. Voldseth and seconded by Mr. Amundson all items in the consent agenda were adopted as written.*

**REGULAR AGENDA**

***I. February Financials***

- a. The February Financials were presented. Upon motion that was duly made by Mr. Bennett and seconded by Ms. Peterson the February Financial Statements were approved as presented.*

***II. Quality/ Medical Staff Committee/ Safety Committee***

- a. Ms. Pelton from Billings Clinic came into the facility last week to do a compliance walk through with Ms. Elings. Observed issues were a lack of screen savers on certain computers. The facility had a few long cut shredders that will be replaced with cross-cut shredders, to ensure patient confidentiality. Ms. Elings and Michelle Lawson went through the facility to see who all needed cross cut shredders and screen savers ordered. Leadership will start having monthly QI Meetings. Ms. Elings will be doing a report for the Board on a quarterly basis.*

***III. Old Business***

- a. Security Quotes*

- i.* Ms. Hansen is here today to help with any technical questions about the security access quotes. Simplex is the company we currently have for the security access. Ms. Hansen informed the Board that Simplex is turning things around and are helping us more than they did. Simplex is the least expensive bid, because all the facility will have to do is an upgrade. Simplex is aware that this is a priority and needs to be done as soon as possible. The Board discussed the other possible quotes. *Upon motion that was duly made by Mr. Bennett and seconded by Ms. Peter, Simplex security system was chosen.*
- b.* House Demolition
  - i.* Greg Martin started taking down the house last week. Mr. Martin is still working on getting the foundation out, but should be filled and completed in a few days.
- c.* Cerner Update
  - i.* The senior leadership team along with Ms. Sturdevant has weekly meetings with Jeremy Lougee to show how the facility is doing. The company is changing the out-of-service day to 90 days. This will allow WMH to get Medicaid and Medicare reimbursements sooner than 8 months. In meaningful use WMH is a 100% compliant with all the requirements. Would like to thank Ms. Sturdevant for being a part of the meaningful use team.
- d.* Strategic Planning
  - i.* Saturday, April 25, 2015 the Strategic Planning will be held at the Faith Chapel. Tara Kuipers will be the keynote. The Strategic Planning session is right on track.

#### ***IV. New Business***

- a.* WMH Investment Update
  - i.* Penny Doak and Patrick Angland from US Bank came to the meeting to give a review of the WMH's 2014 investments. Mr. Angland went through the portfolio that was handed out to the Board.
  - ii.* Ms. Doak explained that the Charles M. Bair Memorial Trust usual has five beneficiaries, but this year there is only four beneficiaries. The amount of distribution we be based upon what is left after the Bair Scholarships.
- b.* HR Policies
  - i.* Ms. Hiner and Mr. Zwicker have been reviewing all of the HR policies and updating them as they go. While reviewing and updating the policies we are making sure they are compliant with federal laws.
- c.* Update Board Roster.
  - i.* The Board roster was handed out to the board members to review and make corrections if needed.

#### ***V. Administrative Update***

- a.* Saturday, May 16<sup>th</sup>, 2015 the Provider Retreat will be held at the Graves Hotel. The providers will perform a mini SWOT analysis. We want to know what the providers want or need to help them stay here even longer.

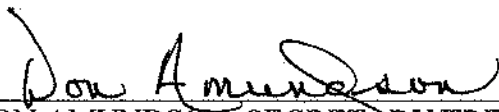
- b. Mr. Zwicker welcomed Hannah Sexton to the provider team. Ms. Sexton was working with Wilderness. Want to thank Ms. Holiway for the working with Mary Ellen Doty and helping us not pay the finder's fee. The Board thanked all the providers for their hard work.

**VI. *Executive Session***

- a. The Board went into executive session at 6:30 pm. The executive session ended at 8:25 pm.

**VII. *Adjournment***

- a. There being no further business to be brought before the Board, the meeting was adjourned at 8:25 pm.

  
DON AMUNDSON, SECRETARY/TREASURER

