

# SEELEY LAKE-SWAN VALLEY HOSPITAL DISTRICT

## *Board of Trustees Meeting Minutes*

November 14, 2011

### In Attendance

Trustees: Jeff Aresty, Twyla Johnson, Mary Ann Morin

Board Clerk: Marty Kux

St. Patrick Hospital/Providence Medical Group representatives: Jim Gillhouse, Apryle Pickering

Seeley Swan Medical Center representative: Eric Edwards, FNP

Guest by Conference Call: Pam Forder, Swan Valley Neighbor Helping Neighbor Co-ordinator

Board Members Absent: Karen Pratt

### Call to Order

The regular monthly Seeley-Swan Hospital District Board meeting was called to order by Board Chair Mary Ann Morin at 5:07 P.M. at the Seeley Swan Medical Center conference room.

Public Comments on Agenda Items: None.

Minutes: Minutes from the October 10, 2011, regular Board meeting were unanimously approved as written. Morin addressed the suggestion by Trustee Karen Pratt that more of the meeting conversation detail be included in the minutes. Following a discussion of this idea, the Board unanimously agreed that the minutes as written, highlighting the major points of discussion and any motions, are satisfactory.

Financial Statements and Payables: A financial statement reflecting the July, 2011, income, expenses, and account balance was unanimously approved, as were checks to Caron Corporation for the July tax levy payment, to Valley Bookkeeping for October services, and to the Missoula County Treasurer for the first 1/2 2011 Real Estate tax bill. Board Clerk Marty Kux requested and received Board approval to shop the property and liability insurance policy locally. This policy is due for renewal December 12.

Neighbor Helping Neighbor program: At this point in the meeting, Pam Forder, Swan Valley NHN Co-ordinator, called in for a conference call. The Hospital District Board remains enthused about providing a similar program for Seeley Lake residents, and will assist Pam in determining how best to fund such a position. At Forder's recommendation, Morin will contact Eileen Samson of the Missoula County Aging Services for further details.

### Old Business

1) Lease Agreement: Morin reported that she has forwarded a final draft agreement to the Missoula County Attorney for review as advisor to the SSHD Board. The Board unanimously authorized Morin to sign this lease agreement pending County Attorney approval. The lease agreement starts 12/1/2011.

2) Partnership Health Center Dental Satellite update: Vice-Chair Jeff Aresty reported that he has more letters of support to forward to PHC Executor Director Kim Mansch, who is preparing a proposal for a Rural Health Services Outreach Grant to help fund the PHC mobile dental services at the Medical Center. Jim Gillhouse, Practice Manager 2 for the SSMC, will work with PHC to utilize the conference room as the temporary dental office.

3) Trustee Vacancy: Morin reported that she has visited with SSMC Foundation Board member Sandi Rldgeway regarding the SSHD Board seat vacated by Traci Jasnicky. It is possible that either Sandi or her husband Clark might be interested in an appointment to this position.

4) Health Fair: Apryle Pickering, Practice Manager 1 for the SSMC, reported that the mini-Health Fair held from 3PM to 7PM on November 8, 2011, was not well attended. In addition to Eric Edwards, FNP, of the clinic staff being present to review blood panel results with attendees whose blood had been drawn for this purpose two weeks earlier, there were also representatives from Providence Medical Services and the Providence SPH Medication Assistance Program to discuss topics including Medicare and Medicaid enrollments, Advanced Care Planning and Advanced Directives, and Hospice programs. Pickering felt that the time of day and the weather were deterrents to greater participation.

5) Neighbor Helping Neighbor: See above.

6) Scope of Practice: Morin recommended and the Board unanimously approved including as a regular agenda item a discussion of one of the top five ideas for future services to be offered by the clinic, as brainstormed at the September Board retreat. These are, as ranked by the Board: dental services, mental health services, outreach services (e.g., blood pressure and flu shot clinics at outlying locations), medical presence in local schools (through nurse screenings, sports physicals, etc.), and staff assistance in applying for benefits such as Medicaid services.

New Business

1) SPH Report: Gillhouse gave a brief summary of the advantages of EPIC, the all-inclusive medical processing software to be introduced in the summer of 2012. He also stated that the sign design he had e-mailed to Board members on 11/9/2011 will be the new look for the sign in front of the clinic. The Board members unanimously accepted this design.

2) Clinic Financials/Activities: Gillhouse provided a statistical “dashboard” report for October and year-to-date clinic productivity and finances.

3) Management Report: Pickering reported that three successful flu shot clinics were held in Seeley Lake, Condon, and Ovando, with a total of 250 flu shots administered. In additions, approximately 50 individuals had blood drawn in connection with the mini-Health Fair. She also noted that Dr. Laura Shelton, currently practicing at the Florence, MT clinic, will provide Women’s Health Care services at the SSMC clinic one or two days/month commencing as soon as her credentialing is complete.

4) Quality Improvement: None.

5) Chair Report: None.

6) Practitioner Report: None.

Public Comments on non-Agenda Items: None.

Next regular Board meeting is scheduled for Monday, December 12, 2011, at 5 P.M. at the Seeley Swan Medical Center conference room.

Board Chair Morin adjourned the meeting at 6:15 P.M.

ATTEST:

Chair	Date	Clerk	Date