

RiverStone Health
Board of Health Meeting Minutes
October 27, 2022

John Dorr, Chairperson of the Board, Presiding

Members Present: John Dorr; Brent Cromley; Michael Dennis; Anne Giuliano; Jim Harris; Don Jones; Lionel Tapia; Casey Wheeler; K.C. Williams

Members Absent: Deborah Davis; Bea Ann Melichar; Ryan Nordlund; Steve Wahrlich

Staff Present: John Felton, President & CEO/Health Officer; Megan Littlefield, Chief Medical Officer; Carrie Ludwig, Executive Assistant; Eric Owen, Vice President – Public Health Services; Shelli Ritz, Executive Vice President & CFO; Judy Stewart, Vice President of Culture and Innovation

Guests Present: Patrick Conley, Franklin Global, Inc.; Dan Fagetan, Franklin Global, Inc.; Stewart Kirkpatrick, Legal Counsel – Crowley Fleck; Jeana Lervick, Yellowstone County Attorney

CALL TO ORDER

Chairperson Dorr called the October 27, 2022 Board of Health meeting to order at 7:00 AM. Chairperson Dorr briefly noted the attendance of new Board member Casey Wheeler.

PUBLIC COMMENT

Chairperson Dorr invited members of the public to address the Board. Upon hearing no comment, Chairperson Dorr proceeded to the next item on the agenda.

INTRODUCTION OF NEW BOARD OF HEALTH MEMBER CASEY WHEELER

Chairman Dorr introduced new Board of Health member Casey Wheeler, City of Laurel appointee. Casey spoke briefly about his background and interest in serving on the Board before Board members and RiverStone Health staff introduced themselves and welcomed Casey to the Board of Health.

NEW BUSINESS

Overview of Franklin Global Security Assessment and Recommendations: In response to staff safety in relation to increased crime and violence in our community, Crowley Fleck retained consulting firm, Franklin Global, to complete a comprehensive safety and security assessment of RiverStone Health and its main campus, including physical security and security of electronic records and transactions. The analysis has been completed and a report has been issued outlining its findings and recommendations.

Patrick Conley and Dan Fagetan of Franklin Global, Inc. provided an overview (presentation on file) of the analysis, its findings, and recommendations. Patrick explained the assessment process that included healthcare industry research related to security; consideration of area demographics related to crime and law enforcement response capabilities; interviews of key personnel to better understand RiverStone Health's culture, the clientele we serve and processes by which we operate; an onsite visit and tour of facilities; and their own experience and best practices related to security. Evaluation areas included management commitment, employee / vendor vetting, physical security including building security and its perimeter, and use of CCTV, alarms and lighting; data management; guard force; and staff training. Patrick noted that electronic data management, HIPAA compliance, and RiverStone Health off-site operations, were not evaluated.

Patrick outlined key recommendations including hiring a safety and security director to develop and manage a wholistic, organization-wide, safety and security management plan; increasing the "guard force" (currently one) in terms of size, experience / training, and duties; staff training including Management of Aggressive Behavior (MOAB) training, critical incident and emergency medical response training; better security related to building access; establishing emergency response procedures; and campus enhancements such as better lighting and additional cameras with greater resolution.

John Felton noted that senior leadership is evaluating the report and recommendations and developing an implementation plan consistent with our culture and the needs of our staff and customers, as well as available resources.

APPROVAL

September 22, 2022 meeting minutes: Chairperson Dorr requested a motion to approve the **MINUTES** (copy on file) of the September 22, 2022 Board of Health meeting that were previously distributed in the October 27, 2022 Board of Health meeting packet.

M O T I O N

Upon a motion duly made (Cromley), seconded (Williams), and unanimously carried, it was

**VOTED: TO APPROVE THE MINUTES OF THE SEPTEMBER 22, 2022
BOARD OF HEALTH MEETING AS PRESENTED**

CEO REPORT

John Felton provided updates and answered questions regarding the CEO "HELP" report (copy on file) that was previously distributed in the October 27, 2022 Board of Health meeting packet.

- John reported that the main campus has been locked down twice in the last three weeks in response to threats. John has been in contact with leadership of our local hospitals to discuss security issues and will meet with hospital CEOs to discuss implementing a communication system with common terminology, and coordination of security efforts among our healthcare community.
- Jon Forte, RiverStone Health's next CEO beginning January 3, 2023, was in town with his family October 13 – October 17 for a house hunting trip. We invited the family to lunch at RiverStone

Health on Friday October 13, for an opportunity to stay connected and to show the campus to his wife and two older children.

- Yellowstone County continues to see a decline in the number of new COVID-19 cases. There have been 15 to 25 cases reported per day with hospitalization inpatient rates ranging from 12 to 20. We expect that the pattern of increasing and decreasing disease prevalence will continue over time.
- We continue to make efforts to engage the parties to the interlocal agreement that creates RiverStone Health to come together to develop a process to address the requirements of HB121 that require a “local governing body” to approve many recommended actions made by the Board of Health and the local Health Officer. We have worked to identify some key considerations that will be important in operationalizing the work of the local governing authority. John indicated that he would like to see this process wrapped up by the end of 2022 so we will have clarity going forward. We are trying at this time to schedule another meeting to advance the process.
- Recruiting efforts for several senior leadership positions, including Executive Director of RiverStone Health Foundation, VP for Clinical Operations (Nancy Taylor retired September 2), and VP of Homecare and Hospice Services (Mike Testa accepted a position as CEO of a non-profit hospice agency in New York.) are ongoing. We have chosen to return the homecare / hospice role to a Senior Director level. Interviews have been scheduled for the VP of Clinical Operations, but have seen real benefits of the integration of public health and CHC leadership. We have interviewed some candidates for the Executive Director of the RiverStone Health Foundation position but none have advanced beyond an initial interview. The Foundation Board met on October 21 to discuss structural options for that entity, and the Board agreed with a proposal to place the Foundation under the leadership of Barbara Schneeman, RiverStone Health’s Vice President of Communication and Public Affairs / Public Information Officer, and better integrate the communication functions of RiverStone Health and RiverStone Health Foundation. We will replace the Executive Director position with a “pure fundraising” role as the leadership and Board relations will fall to Barbara.
- The redesign of the Information Technology (IT) department under the guidance and leadership of Bob Janicek, RiverStone Health’s new Chief Information Officer, is going well. Bob will provide an update to the Board in early 2023 on the changes in IT and their impacts.

CHIEF MEDICAL OFFICER REPORT

John Felton provided an update, on behalf of Megan Littlefield, of activity in the CHC an update of activity in the CHC and the Chief Medical Officer Report (copy on file) that was previously distributed in the October 27, 2022 Board of Health meeting packet.

- The Montana Family Medicine Residency (MFMR) recruitment update:
 - There have been close to 700 applicants so far
 - Interviews are scheduled to begin Monday, October 31
 - Close to 100 of the 140 total interview spots available have been filled
- Due to some transitions toward retirement, shifts in leadership, and medical issues, we are facing a significant shortage of core faculty, particularly those who oversee OB, thus placing an

increased strain on our faculty. We are looking at creative ways to provide coverage at the hospitals and with our OB service and will be intensifying our focus on physician recruitment.

SAFETY AND QUALITY COMMITTEE

Chairperson Dorr requested a motion to accept the meeting notes (copies on file) of the October 4, 2022 safety and quality committee meeting that were previously distributed in the October 27, 2022 Board of Health meeting packet.

MOTION

Upon a motion duly made (Tapia), seconded (Cromley), and unanimously carried, it was

**VOTED: TO ACCEPT THE MEETING NOTES OF THE OCTOBER 4, 2022
SAFETY AND QUALITY COMMITTEE MEETING AS PRESENTED**

GOVERNANCE COMMITTEE

Chairperson Dorr requested a motion to accept the meeting notes (copy on file) of the September 22, 2022 meeting that were previously distributed in the October 27, 2022 Board of Health meeting packet.

MOTION

Upon a motion duly made (Harris), seconded (Cromley), and unanimously carried, it was

**VOTED: TO ACCEPT THE MEETING NOTES OF THE SEPTEMBER 22, 2022
GOVERNANCE COMMITTEE MEETING AS PRESENTED**

Chairperson Dorr informed Board members that a Board assessment and Board member self-assessment will be sent to them in the next few days and requested that they be completed and returned in a timely manner.

FINANCE COMMITTEE REPORT

Committee chair Jim Harris discussed the June 2022 financial statements, (copies on file) that were distributed electronically the day before the meeting and made available in hard copy at the October 27, 2022 Board of Health meeting. He noted that there was no finance committee meeting held in October 2022.

Chairperson Dorr requested a motion to accept the June 2022 financial statements.

MOTION

Upon a motion duly made (Cromley), seconded (Tapia), and unanimously carried, it was

**VOTED: TO ACCEPT THE JUNE 2022 FINANCIAL STATEMENTS AS
PRESENTED**

PUBLIC HEALTH POLICY DEVELOPMENT COMMITTEE REPORT

No meeting held in October 2022.

OLD BUSINESS

Determine December 2022 BOH meeting date: John Felton noted that the Board of Health typically does not meet in November due to a scheduling conflict with the Thanksgiving holiday and December's meeting has typically been held the first week in December due to the Christmas holiday. John proposed that the Board consider scheduling the December 2022 Board of Health meeting on either Thursday, December 1, or Thursday, December 8.

Chairperson Dorr asked Board members for their preference in meeting on December 1 or December 8, 2022.

M O T I O N

Upon a motion duly made (Dorr), seconded (Tapia), and unanimously carried, it was

**VOTED: TO APPROVE SCHEDULING THE DECEMBER 2022 BOARD OF
HEALTH MEETING ON THURSDAY, DECEMBER 8, 2022 AS
PROPOSED**

MEETING SCHEDULE

The next scheduled meeting will be Thursday, December 8, 2022, beginning at 7:00 AM in the first floor conference center of the Lil Anderson Center.

MEETING ADJOURNMENT

The October 27, 2022 Board of Health meeting was adjourned at 8:55 AM.

Respectfully Submitted,

James D. Harris
Secretary/Treasurer, Board of Health

John Felton
President & CEO/Health Officer

cc: Leadership Team, County Commissioners, hd\BOH\2022\minutes\10.27.22