

**RiverStone Health**  
**Board of Health Meeting Minutes**  
**May 25, 2023**

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John Dorr, Chairperson of the Board, Presiding

**Members Present:** John Dorr; Spencer Anderson; Carol Beam; Brent Cromley; Debbie Davis; Michael Dennis; Jim Harris; Don Jones; Bea Ann Melichar; Lionel Tapia; Steve Wahrlich (phone-in); Casey Wheeler;

**Members Absent:** Anne Giuliano; K.C. Williams

**Staff Present:** Kandra Diefenderfer, Senior Director – Home Care and Hospice; Jon Forte, President & CEO; Bob Janicek, Chief Information Officer; Megan Littlefield, Chief Medical Officer; Carrie Ludwig, Executive Assistant; Eric Owen, Vice-President of Public Health and Clinical Services; Shelli Ritz, Executive Vice President & CFO; Tani Sanchez, Administrative Assistant – Organizational Innovation; Barbara Schneeman, Vice President, Communication & Public Affairs / Public Information Officer / RiverStone Health Foundation Executive Director; Judy Stewart, Vice President Organizational Innovation; Shanna Zier, Senior Director - Fiscal Services

**Guests Present:** Stewart Kirkpatrick, Legal Counsel – Crowley Fleck; Jeana Lervick, Legal Counsel – Crowley Fleck; Steve Williams, In-house Counsel Yellowstone County Attorney's Office

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**CALL TO ORDER**

Chairperson Dorr called the May 25, 2023 Board of Health meeting to order at 7:00 AM.

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**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.

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**APPROVAL**

**April 27, 2023 meeting minutes:** Chairperson Dorr requested a motion to approve the **MINUTES** (copy on file) of the April 27, 2023 Board of Health meeting that were previously distributed in the May 25, 2023 Board of Health meeting packet.

## **M O T I O N**

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

**VOTED:      TO APPROVE THE MINUTES OF THE APRIL 27, 2023 BOARD OF HEALTH MEETING AS PRESENTED**

### **CEO REPORT**

Jon Forte provided updates and discussed highlights of the CEO “HELP” report (copy on file) that was previously distributed in the May 25, 2023 Board of Health meeting packet.

- Senior leadership participated in a full-day strategic planning session on Tuesday, April 11, to begin the process of creating a strategic plan for the organization. The group focused on defining a single goal for each of the four fundamental pillars represented by the H.E.L.P acronym, Health, Education, Leadership and Protection, to effectively communicate, both internally and externally, the purpose and objectives of RiverStone Health’s mission to improve life, health, and safety. Next steps in the process include identifying measurable goals to assess the impact of the contributions made by each department, program, and individual employee, towards implementing the objectives of RiverStone Health’s strategic plan.
- Renovation work has been completed at the Worden Clinic. Jon joined Worden Clinic staff for an open house on April 14, 2023 to celebrate the newly renovated space and introduce himself to the community.
- We are working to identify and eliminate duplication of efforts by the various committees across the organization to utilize resources more effectively, coordinate activities, and encourage further integration between the departments and programs within RiverStone Health.
- CHC leadership are working to evaluate telehealth platforms that support virtual examination of the ears, heart, and lungs to improve access to care for our offsite patients during home visits.
- The RiverStone Health Dental Clinic participated in an on-site review for re-accreditation by the Commission on Dental Accreditation (CODA) on May 1, 2023.
- The ROCT (RiverStone Health Organizational Culture Team) Green Committee organized a campus-wide cleanup event on April 28, 2023. RiverStone Health staff participated in the event that was held in recognition of Earth Day.
- RiverStone Health’s Baldrige journey is underway. We anticipate submitting an application for Foothills level recognition by the end of this year.

### **HEALTH OFFICER REPORT**

John Felton provided updates and noted highlights of the Health Officer Report (copy on file) that was previously distributed in the May 25, 2023 Board of Health meeting packet.

- The Montana Department of Public Health and Human Services stopped producing its once daily and now weekly reports of COVID-19 data (e.g., new cases, hospitalizations, active cases, vaccination numbers, etc.) in early May.
- John discussed the CMS requirement for COVID-19 vaccination for certain healthcare providers, including RiverStone Health, and the likelihood that it will be rescinded with the May 11 termination of the COVID-19 public health emergency (PHE).

## **CHIEF MEDICAL OFFICER REPORT**

Megan Littlefield provided an update of activity in the CHC and the Chief Medical Officer Report (copy on file) that was previously distributed in the May 25, 2023 Board of Health meeting packet.

- We continue to experience challenges with recruitment and staffing issues with multiple faculty positions posted and a shortage of core faculty. We are looking at creative ways to provide coverage in the hospitals and OB service.
- Laura Stumpf MD, a graduate of the Montana Family Medicine Residency (MFMR), has accepted an offer and will begin this August, and we have several applicants in the interview pipeline.
- Three Locums have been scheduled to assist with hospitalist coverage, two have already started and another one is in the credentialing process.
- Residents participated in an OB SIM day at Billings Clinic.
- We recently toured the new medical school at RVU. They have an impressive training facility with numerous simulation rooms and features. Residency leadership will be working with them to collaborate on how we can use that space to augment our teaching of residents and medical students.
- Our SMART room is complete. We will start using this room for pediatric behavioral therapy focused on sensory & motor therapies. Three behavioral health staff are trained in SMART therapy.
- We are applying for a CDC grant to expand testing and treatment for STIs. This grant would provide \$500,000 per year for five years to further develop and expand sexual health services including testing, treatment, PREP, and contraception.

## **FINANCE COMMITTEE REPORT**

Chairperson Dorr requested a motion to accept the May 17, 2023 finance committee meeting notes, the March 2023 financial statements, and approve the FY24 public health mill levy allocation (copies on file) that were previously distributed in the May 25, 2023 Board of Health meeting packet.

### **M O T I O N**

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

**VOTED: TO ACCEPT THE MAY 17, 2023 FINANCE COMMITTEE MEETING NOTES AS PRESENTED**

### **M O T I O N**

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

**VOTED: TO ACCEPT THE MARCH 2023 FINANCIAL STATEMENTS AS PRESENTED**

### **M O T I O N**

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

**VOTED: TO APPROVE THE SUBMISSION OF THE FY24 PUBLIC HEALTH MILL LEVY ALLOCATION TO THE YELLOWSTONE COUNTY BOARD OF COMMISSIONERS AS PRESENTED**

### **SAFETY AND QUALITY COMMITTEE**

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Chairperson Dorr requested a motion to accept the meeting notes (copies on file) of the May 2, 2023 safety and quality committee meeting that were previously distributed in the May 25, 2023 Board of Health meeting packet.

### **M O T I O N**

Upon a motion duly made (Melichar), seconded (Anderson), and unanimously carried, it was

**VOTED: TO ACCEPT THE MEETING NOTES OF THE MAY 2, 2023 SAFETY AND QUALITY COMMITTEE MEETING AS PRESENTED**

Jon Forte noted that a provision for Board of Health review and approval of privileging and credentialing policies for providers who are not subject to review by the RiverStone Health Clinic Board, has been added to the Board of Health Bylaws. The process includes initial review by the Safety and Quality Committee for recommendation of Board action by the full Board of Health.

Megan Littlefield presented information on four non-clinic, hospice and homecare providers, Jessica Scheer, NP, Jordan Teller, NP; Taylor Richey, MSN, FNP-C; Adam Zelka, MD, Medical Director of Hospice, that were previously reviewed and recommended for Board approval by the Safety and Quality Committee at its May 2, 2023 meeting.

Chairperson Dorr requested a motion to approve the appointment of the four non-clinic providers as presented.

### **M O T I O N**

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

**VOTED: TO APPROVE THE APPOINTMENT OF NON-CHC PROVIDERS JESSICA SCHEER, NP, JORDAN TELLER, NP; TAYLOR RICHEY, MSN, FNP-C; AND ADAM ZELKA, MD, AS PRESENTED**

## **PUBLIC HEALTH POLICY DEVELOPMENT COMMITTEE REPORT**

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Chairperson Dorr requested a motion to accept the meeting notes (copy on file) of the May 2, 2023 public health policy development committee meeting that were previously distributed in the May 25, 2023 Board of Health meeting packet.

### **M O T I O N**

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

**VOTED: TO ACCEPT THE MEETING NOTES OF THE MAY 2, 2023 PUBLIC HEALTH POLICY DEVELOPMENT COMMITTEE MEETING AS PRESENTED**

## **GOVERNANCE COMMITTEE**

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Chairperson Dorr requested a motion to accept the meeting notes (copy on file) of the April 27, 2023 meeting that were previously distributed in the May 25, 2023 Board of Health meeting packet.

### **M O T I O N**

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

**VOTED: TO ACCEPT THE MEETING NOTES OF THE APRIL 27, 2023 GOVERNANCE COMMITTEE MEETING AS PRESENTED**

## **OLD BUSINESS**

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**Bylaws:** Chairperson Dorr requested a motion to approve the restated Bylaws of the RiverStone Board of Health (copy on file), that were previously distributed in the May 25, 2023 meeting packet.

### **M O T I O N**

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

**VOTED: TO APPROVE THE RESTATED BYLAWS OF THE RIVERSTONE BOARD OF HEALTH AS PRESENTED**

**Revised Land Acknowledgement Statement:** Clark Sturgis, Senior Director of Justice, Equity, Diversity, and Inclusion, (JEDI), presented the revised version of the proposed Land Acknowledgement Statement that was crafted with input from a subcommittee of Board of Health and Clinic Board members.

Chairperson Dorr requested a motion to approve the Land Acknowledgement Statement (copy on file) as presented.

### **M O T I O N**

Upon a motion duly made (Tapia), seconded (Anderson), opposed (Jones), it was

**VOTED: TO APPROVE THE LAND ACKNOWLEDGEMENT STATEMENT AS PRESENTED**

## **NEW BUSINESS**

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**Leadership Riverstone Class of 2023 presentation and graduation:** Judy Stewart, Vice President of Culture and Innovation, presented the LeaderShip RiverStone Class of 2023 and asked them to introduce themselves to the Board. Members of the eighth graduating class include:

- Laura Battailoa – Homecare Services
- Nichole Bishop- Montana Family Medicine Residency
- Kristen Bonner- Public Health Services - Health Provision
- Kelly Gardner- Public Health Services - Health Protection
- Erin Hixson- RiverStone Health Clinic / Montana Family Medicine Residency
- Sam Miller- RiverStone Health Clinic
- Sarah Music- Public Health/Health Promotion
- Amy Richardson- Organizational Innovation
- Tim Warburton- Hospice Services

Judy noted that the nine-month program is designed for RiverStone Health employees interested in pursuing official leadership roles within the organization and offers participants the opportunity to learn from, and interact with, strong organizational, community, and regional leaders. Participants receive guidance and support to apply those concepts and strengthen their leadership skills & abilities. The program culminates in a team project that must be compatible with RiverStone Health's Mission, Vision, and Values and must be feasible (e.g., people and financial resources).

The Leadership RiverStone Class of 2023 introduced their project titled GemStone Recognition. The group explained that the goal of the project is to reintroduce RiverStone Health's core values represented by the acronym S.E.R.V.I.C.E. (**S**tewardship, **E**xcellence, **R**espect, **V**ision, **I**ntegrity, **C**ustomer-Focused, **E**ducation) to promote the Mission, Vision, and Values of RiverStone Health in an impactful way and continue creating a positive environment and culture that is a welcoming place for all. The group provided an overview of the process for nominating individuals who exemplify RiverStone Health's values of S.E.R.V.I.C.E, how they will be announced, and the methods they will use for providing related educational information to staff. The LeaderShip RiverStone Class of 2023 plans to implement the GemStone Recognition program in October of this year.

On behalf of the Board, Chairperson Dorr expressed his appreciation and applauded the efforts of the LeaderShip RiverStone participants. Chairperson Dorr then presented each member of the LeaderShip RiverStone class of 2023 with a certificate of completion and graduation gift.

## **MEETING SCHEDULE**

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The next scheduled meeting will be Thursday, June 22, 2023 beginning at 7:00 AM in the first-floor conference rooms of the Lil Anderson Center.

## **MEETING ADJOURNMENT**

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The May 25, 2023 Board of Health meeting was adjourned at 9:07 AM.

Respectfully Submitted,

James D. Harris  
Secretary/Treasurer, Board of Health

Jonathan Forte  
President & CEO

cc: Leadership Team, County Commissioners, hd\BOH\2023\minutes\5.25.23