

**RiverStone Health**  
**Board of Health Meeting Minutes**  
**May 26, 2022**

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John Dorr, Chairman of the Board, Presiding

**Members Present:** John Dorr; Brent Cromley; Deborah Davis; Michael Dennis-on telephone; Anne Giuliano; Jim Harris; John Hedge – on telephone; Don Jones; Steve Wahrlich; K.C. Williams

**Members Absent:** Bea Ann Melichar; Ryan Nordlund; Lionel Tapia

**Staff Present:** John Felton, President & CEO/Health Officer; Carrie Ludwig, Executive Assistant; Shelli Ritz, Executive Vice President & CFO; Judy Stewart, Vice President of Culture and Innovation

**Guests Present:** No guests present

**CALL TO ORDER**

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Chairman Dorr called the May 26, 2022 Board of Health meeting to order at 7:01 AM.

**PUBLIC COMMENT**

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Chairman Dorr invited members of the public to address the Board. Upon hearing no comment, Chairman Dorr moved to the next item on the meeting agenda.

**MEETING MINUTES**

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Chairman Dorr requested a motion to approve the **MINUTES** (copy on file) of the April 28, 2022 Board of Health meeting previously distributed in the May 26, 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 APRIL 28, 2022 BOARD OF HEALTH MEETING AS PRESENTED**

**CONSENT AGENDA**

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The Board reviewed the **CONSENT AGENDA** (copy on file) of the May 26, 2022 Board of Health meeting previously distributed in the May 26, 2022 Board of Health meeting packet.

A suggestion was made to revise the Finance Committee Charter that was included on the May 26, 2022 consent agenda, to note the exclusion of staff members when serving as the Board's point of access for the independent auditor tasked with conducting the annual audit. Board members discussed the suggestion and agreed to revise the Finance Committee Charter as proposed.

## MOTION

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

**VOTED: TO APPROVE THE CONSENT AGENDA OF THE MAY 26, 2022 BOARD OF HEALTH MEETING WITH A REVISION TO THE FINANCE COMMITTEE CHARTER TO NOTE THE EXCLUSION OF STAFF MEMBERS WHEN SERVING AS THE BOARD'S POINT OF ACCESS FOR THE INDEPENDENT AUDITOR TASKED WITH CONDUCTING THE ANNUAL AUDIT**

## CEO REPORT

John Felton provided updates and answered questions regarding the CEO "HELP" report (copy on file) that was previously distributed in the May 26, 2022 Board of Health meeting packet.

- There has been a slight increase in COVID-19 cases, locally, statewide, and nationally. Despite the increase in cases, Yellowstone County continues to see very low hospitalization and death rates attributed to the disease.
- Bob Janicek, our new Chief Information Officer (CIO), started Monday, May 23.
- Staff turnover through the first four months of CY2022 was 4%, but we are seeing increased turnover in high-demand entry-level positions such as home health aides, medical assistants, and administrative assistants. There is significant and concerning wage escalation in these positions. We will need to consider upward pressure on wages and an increasingly tight labor market as we approach the FY23 operating budget.
- In response to the far more competitive market in which we find ourselves for recruiting and retaining talented employees, we are undertaking an Organizational Innovation project that will examine and seek to improve our processes related to Human Resources, from advertising to screening to interviewing to selection and finally onboarding.
- Recruiting efforts are underway for the RiverStone Health Foundation, Executive Director Position. Early response to the opportunity has been positive.
- The Montana Public Health Association (MPHA) held its annual meeting last week in Helena. RiverStone Health and several of our staff members received recognition, including:
  - Chantel DuPre received an excellence award for her work as a school nurse
  - Public Health and RiverStone Health Clinic staff received a MPHA President's award for their outstanding response to the COVID-19 pandemic
  - Shawn Hinz, recently retired after almost 30 years of service at RiverStone Health received a life time public health achievement award
  - RiverStone Health's Environmental Health services was recognized for its exemplary work in the area of implementing retail food standards

## **CHIEF MEDICAL OFFICER REPORT**

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No discussion held

## **JOINT BOARD CEO SEARCH COMMITTEE**

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Chairman Dorr provided an update of committee activity in the search for RiverStone Health's next President and CEO / Health Officer.

Chairman Dorr informed the Board that an offer, approved by the Board at its April 28, 2022 meeting, to candidate, Andrew Jones, MD has been declined. Chairman Dorr noted that recruiting efforts by the search firm AMN Leadership have resumed and applications from additional candidates will be forthcoming within the next month.

Chairman Dorr announced that Florence Garcia, a CHC Board member, has joined the committee and was present at the meeting earlier this week.

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

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Chairman Dorr requested a motion to accept the meeting notes (copy on file) of the May 3, 2022 public health policy development committee meeting that were previously distributed in the May 26, 2022 Board of Health meeting packet.

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

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

**VOTED: TO ACCEPT THE MINUTES OF THE MAY 3, 2022 PUBLIC HEALTH POLICY DEVELOPMENT COMMITTEE MEETING AS PRESENTED**

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

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

**VOTED: TO APPROVE THE 2023 PUBLIC POLICY AGENDA AS PRESENTED**

## **SAFETY AND QUALITY COMMITTEE**

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Chairman Dorr requested a motion to accept the meeting notes (copy on file) of the May 3, 2022 safety and quality committee meeting that were previously distributed in the May 26, 2022 Board of Health meeting packet.

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

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

**VOTED: TO ACCEPT THE MEETING NOTES OF THE MAY 3, 2022 SAFETY AND QUALITY COMMITTEE MEETING AS PRESENTED.**

## **FINANCE COMMITTEE REPORT**

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Chairman Dorr requested a motion to accept the May 18, 2022 finance committee meeting notes, the March 2022 financial statements, and approve the preliminary FY23 Mill Levy allocation (copies on file) that were previously distributed in the May 26, 2022 Board of Health meeting packet.

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

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

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

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

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

**VOTED: TO ACCEPT THE MAY 18, 2022 FINANCE COMMITTEE MEETING NOTES AS PRESENTED**

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

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

**VOTED: TO APPROVE THE SUBMISSION OF THE PRELIMINARY FY23 PUBLIC HEALTH MILL LEVY ALLOCATION TO THE YELLOWSTONE COUNTY BOARD OF COMMISSIONERS AS PRESENTED**

## **OLD BUSINESS**

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No old business discussion held.

## **NEW BUSINESS**

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### **Overview of RiverStone Health Services:**

John Felton, RiverStone Health President & CEO / Health Officer, provided an overview (presentation on file) of the many programs and services offered by RiverStone Health.

John provided a high level overview of the many programs and services offered by RiverStone health using its brand architecture, Health, Education, Leadership, and Protection, (H.E.L.P), as a starting point. John explained the meaning of each word including, **H**health (primarily direct health services to patients), **E**ducation (workforce development focused on healthcare providers, **L**eadership (not so much a service as a commitment to provide local, statewide, regional, and national leadership, a commitment to share and grow knowledge), and **P**rotection (primarily public health), followed by the programs associated with each area.

John discussed the major programs and services in each area and noted that there are numerous minor programs and services that fall under each.

## **ROUNDTABLE DISCUSSION**

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No roundtable discussion held.

## **MEETING SCHEDULE**

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The next regularly scheduled meeting will be Thursday, June 30, 2022 in the first floor conference center of the Lil Anderson Center beginning at 7:00 AM.

## **MEETING ADJOURNMENT**

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The May 26, 2022 Board of Health meeting adjourned at 9:01 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\5.26.22