

RiverStone Health
Board of Health Meeting Minutes
June 30, 2022

Steve Wahrlich, Vice-Chairman of the Board, Presiding

Members Present: Steve Wahrlich; Brent Cromley; Deborah Davis; Michael Dennis; Anne Giuliano; Jim Harris; John Hedge; Don Jones; Bea Ann Melichar; Lionel Tapia

Members Absent: John Dorr; Ryan Nordlund; K.C. Williams

Staff Present: John Felton, President & CEO/Health Officer; Bob Janicek, Chief Information Officer; Carrie Ludwig, Executive Assistant; Shelli Ritz, Executive Vice President & CFO; Barbara Schneeman, Vice President Communication & Public Affairs / Public Information Officer; Judy Stewart, Vice President of Culture and Innovation – on telephone

Guests Present: Jeana Lervick, Yellowstone County Attorney

CALL TO ORDER

Vice-Chairman Wahrlich called the June 30, 2022 Board of Health meeting to order at 7:00 AM.

PUBLIC COMMENT

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

MEETING MINUTES

Vice-Chairman Wahrlich requested a motion to approve the **MINUTES** (copy on file) of the May 26, 2022 Board of Health meeting that were previously distributed in the June 30, 2022 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 APPROVE THE MINUTES OF THE MAY 26, 2022 BOARD OF HEALTH MEETING AS PRESENTED

CONSENT AGENDA

Vice-Chairman Wahrlich requested a motion to approve the **CONSENT AGENDA** (copy on file) of the June 30, 2022 Board of Health meeting that was previously distributed in the June 30, 2022 Board of Health meeting packet.

M O T I O N

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

**VOTED: TO APPROVE THE CONSENT AGENDA OF THE JUNE 30, 2022
BOARD OF HEALTH MEETING AS PRESENTED**

CEO REPORT

John Felton provided information and updates on the activity of the organization. John noted that there was no CEO report included with this month's Board of Health meeting packet.

- John introduced Bob Janicek, RiverStone Health's new Chief Information Officer (CIO) who began his new position on May 23. Bob addressed the Board and provided information about his background and work experience. Board members introduced themselves and welcomed Bob to RiverStone Health.
- 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.
- In response to the competitive job market, our human resources systems are undergoing a classification and compensation analysis. Human resources staff are working with a consulting firm to redesign the current system configuration, including compensation, job description, structure, and the number and scope of job titles. Completion of the analysis and system redesign is anticipated sometime in August.
- As part of RiverStone Health's Baldrige journey and the first step in developing a strategic plan for the organization, the Board of Health and the RiverStone Health Clinic Board met yesterday to review and recommend updates to RiverStone Health's statements of mission, vision, and values. Once all feedback is processed, a draft of the updated statements of mission, vision, and values, will be presented to the Board of Health for approval. The next step in the process will include working with the senior leadership team to identify strategic priorities and goals to develop an overall strategic plan for Board approval.

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 June 30, 2022 Board of Health meeting packet.

- A graduation ceremony for MFMR's current 3rd year residents will be held tonight. Dr. Littlefield noted that 50% of the graduating class plan to remain in state.

- The first fellow in the rural critical care fellowship, started by MFMR and Billings Clinic in 2021, will finish in July and plans to join Indian Health Service (IHS) in Crow Agency, Montana. Due to its success, the fellowship will be expanded to two fellows next year.
- The grant application submitted by MFMR to support the planning process in developing a rural medicine track has been funded. The planning grant will explore the feasibility of adding two additional residents who would spend their first year in Billings and years 2 and 3 in Miles City.
- Efforts focused on increasing patient access and encounters in the community health center have been going well. A scheduling template revision that increased appointment time to 20 minutes has increased efficiency by decreasing appointment time extensions that led to decreased access and capacity for our patients.

JOINT BOARD CEO SEARCH COMMITTEE

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

Vice-Chairman Wahrlich informed the Board that recruiting efforts by the search firm AMN Leadership have resumed after an offer to candidate Andrew Jones, MD, was declined. Vice-Chairman Wahrlich noted that the search committee interviewed four new candidates last week that were presented by AMN Leadership.

The committee plans to meet tomorrow to discuss the four candidates and choose finalists for a site visit in late July.

SAFETY AND QUALITY COMMITTEE

Committee Chair Anne Giuliano provided an overview of the June 7, 2022 meeting and provided an update of committee activity.

Vice-Chairman Wahrlich requested a motion to accept the meeting notes (copy on file) of the June 7, 2022 safety and quality committee meeting that were previously distributed in the June 30, 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 JUNE 7, 2022 SAFETY AND QUALITY COMMITTEE MEETING AS PRESENTED.

FINANCE COMMITTEE REPORT

Committee Chair Jim Harris provided an overview of the FY23 budget and answered questions from Board members.

Vice-Chairman Wahrlich requested motions to accept the June 14, 2022 and June 22, 2022 finance committee meeting notes, and approve the FY23 operating budget, FY23 capital budget, and the revised FY23 public health mill levy allocation, (copies on file) that were previously distributed in the June 30, 2022 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 JUNE 14, 2022 AND JUNE 22, 2022 FINANCE COMMITTEE MEETING NOTES AS PRESENTED

M O T I O N

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

VOTED: TO APPROVE THE PROPOSED FY23 OPERATING BUDGET AS PRESENTED

M O T I O N

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

VOTED: TO APPROVE THE PROPOSED FY23 CAPITAL BUDGET AS PRESENTED

M O T I O N

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

VOTED: TO APPROVE THE REVISED FY23 PUBLIC HEALTH MILL LEVY ALLOCATION AS PRESENTED

PUBLIC HEALTH POLICY DEVELOPMENT COMMITTEE REPORT

Vice-Chairman Wahrlich requested a motion to accept the meeting notes (copy on file) of the June 7, 2022 public health policy development committee meeting that were previously distributed in the June 30, 2022 Board of Health meeting packet.

M O T I O N

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

VOTED: TO ACCEPT THE MINUTES OF THE JUNE 7, 2022 PUBLIC HEALTH POLICY DEVELOPMENT COMMITTEE MEETING AS PRESENTED

GOVERNANCE COMMITTEE

Vice-Chairman Wahrlich requested a motion to accept the meeting notes (copy on file) of the May 26, 2022 meeting that were previously distributed in the June 30, 2022 Board of Health meeting packet.

M O T I O N

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

**VOTED: TO ACCEPT THE MEETING NOTES OF THE MAY 26, 2022
GOVERNANCE COMMITTEE MEETING AS PRESENTED**

OLD BUSINESS

No old business discussion held.

NEW BUSINESS

July 2022 Board of Health meeting: Vice-Chairman Wahrlich discussed the upcoming summer meeting schedule and noted that the Board usually defers either the July or August meeting in order to provide a summer break. Board members discussed the options and agreed to cancel the July 2022 meeting and resume its regular meeting schedule beginning on August 25, 2022.

Vice-Chairman Wahrlich requested a motion to approve cancelling the July 2022 Board of Health meeting as discussed.

M O T I O N

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

**VOTED: TO APPROVE CANCELLING THE JULY 2022 BOARD OF HEALTH
MEETING AS PRESENTED.**

Set a date for Rule #5 variance request public hearings: Vice-Chairman Wahrlich requested a motion to set a set a public hearing at the next Board of Health meeting on August 25, 2022, to hear variance requests pertaining to Rule #5 – Body Art beginning at 7:00 AM.

M O T I O N

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

**VOTED: TO APPROVE SETTING A PUBLIC HEARING TO HEAR VARIANCE
REQUESTS PERTAINING TO LOCAL RULE 5 – BODY ART, ON
AUGUST 25, 2022, BEGINNING AT 7:00 A.M.**

MEETING SCHEDULE

The next regularly scheduled meeting will be Thursday, August 25, 2022, beginning at 7:00 AM in the first floor conference center of the Lil Anderson Center.

MEETING ADJOURNMENT

The June 30, 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\6.30.22