

CENTRAL MONTANA MEDICAL FACILITIES, INC.  
d.b.a. Central Montana Medical Center  
ANNUAL MEETING  
October 5, 2020 – 7:00 p.m. – CR1 at Central Montana Medical Center

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These are the minutes of the 2020 Annual Meeting of Central Montana Medical Facilities, Inc., held at Central Montana Medical Center with Chairman Dave Phillips presiding. The meeting, which was properly announced, was called to order at 7:00 p.m. with a quorum greater than 25 people present.

Those in attendance were welcomed. Board members were introduced.

### **2019 ANNUAL MEETING MINUTES**

Minutes of the October 7, 2019 Annual Meeting were distributed at the door. A motion was made and seconded to approve the minutes as presented. Motion carried.

### **TREASURER’S REPORT**

Jennifer Saunders, Secretary/Treasurer of the Governing Board, presented the Treasurer’s report.

Eide Bailey, conducted an independent audit of the June 30, 2020 financial statements of Central Montana Medical Center. This audit is yet to be completed this year due to information system transitions and COVID-19 related activity. However, Central Montana Medical Center expects it will be coming, which means that the financial statements present fairly and accurately in all material aspects, the financial position, results of operations and cash flows of Central Montana Medical Center.

For the fiscal year ending June 30, 2020, the total unrestricted net revenue was \$38,896,104. Total Operating Expenses were \$38,819,507. Unreimbursed and unfunded contractual adjustments from Medicare, Medicaid, and all other third-party payers along with charity care accounted for total revenue deductions of \$22,826,422 or 41.95% of gross patient service revenue. This year’s tentative Cost Report settlement adjustment combined with the overall operations produced a net operating income for the year of \$76,597. Non-operating income of \$409,413 was also recorded producing a \$486,010 net income for the fiscal year ending 06/30/2020.

### **VOLUNTEER REPORTS**

#### **Auxiliary**

Jerry Carpenter presented the CMMC Auxiliary report.

The CMMC auxiliary is comprised of a very dedicated group of men and women who have been a part of the community since 1961. This year has been a difficult year for this group due to COVID-19. They are hoping that in the near future they will be able to join the CMMC campus once again. However, even with the challenges this year has presented the Auxiliary with the help of the hospital was able to donate 5 scholarships to local medical students, to the Infusion Center, and to the 3D Mammography campaign.

## **Hospice Volunteers**

Margie Smith, Hospice Chaplain, presented the Hospice Volunteer Report.

Our Hospice served 58 patients in fiscal year 2020. Twenty of those patients and their families elected to have volunteers assist them with companionship, household chores, transportation, errands, respite care, etc. During the first three quarters, Hospice patient care volunteers assisted patients and their families 164 hours and 48 minutes. These volunteers travelled 80 hours and 20 minutes to and from the homes of patients. Chaplain volunteers met with patients and families 6 hours and 18 minutes to assist with spiritual support. They travelled 6 hours and 25 minutes.

Office and fundraising volunteers assisted with chart audits and processing Hospice donations for a total of 71 hours during the first part of the fiscal year.

Volunteerism is a regulatory requirement to meet Hospice Medicare standards. Due to COVID-19 changes, the Conditions of Participation for volunteers were waived. This includes the minimum 5% utilization of volunteer hours for patient care, bereavement, and administrative services as compared to total direct patient care hours of all paid Hospice employees and contract staff. During the first three quarters of the fiscal year, Hospice maintained 6% volunteer hours each quarter, but it decreased to 1% in the fourth quarter when volunteer services switched to phone calls only.

## **Medical Center Advisory Board**

Ann Tuss, Foundation Manager, presented the Medical Center Advisory Board Report

It's been an exciting, fast, rewarding year for the Foundation and CMMC. Thanks to the Governing Board of Directors, Administration, Medical Staff, CMMC employees, grant funders and new and longtime donors, and with the head start matching gift of \$100,000 from Norm Asbjornson, \$465,000 has been deposited to our campaign, allowing the acquisition of the 3D mammography. Since its install in mid-June, remarkably, 400 mammograms have been performed. Doubling stats from year past. With the lead from Dr. Smith and Dr. Martin, we have also met the main criteria for National Accreditation Program for Breast Centers.

The Oak Ridge Boys ALVIRA 40 2021 concert on Saturday, June 5<sup>th</sup> at the Fergus Performing Arts. Proceeds will go toward the Breast Biopsy Guidance System. We are confident for a sell-out crowd that will finish our campaign with close to \$half million raised.

In addition to the mammography campaign, the foundation had \$41,000 in grants that went toward CMMC services and local nonprofits seeking assistance in health related area need.

## **MEDICAL STAFF REPORT**

Tamara Welsh, MD presented the Medical Staff report on behalf of Amy LePage, MD, chief of staff

CMMC's medical staff is made of an exemplary group of men and women, dedicated to serving Central Montana Medical Center and its patients. In the last year we have had Dr. Cathy Holmes

retire and Dr. McMahon is now the Chief Medical Officer for the hospital in Harlowton. We continue to have a great core group of family physicians who serve our community. CMMC is happy to report that the ER is fully staffed with physicians for the first time in a few years. In addition we now have 2 full time Internal Med physicians, as well as 3 new Orthopedic surgeons through Synergy that do 10 day rotations. Other providers throughout CMMC also include 5 Nurse Practitioners and 3 full time nurse anesthetist. All of our providers here at CMMC offer tremendous care and we thank you for allowing us to take care of you and your families.

**Bret Carpenter, chairman of the governing board thanked the volunteers for their service.**

### **ADMINISTRATOR'S REPORT**

Cody Langbehn, CEO

Alan Aldrich, CFO and Laura Bennett, MD,

Mr. Langbehn took a moment to introduce himself and shared that it is a great honor for him to be able to come back to his hometown and get the opportunity to lead CMMC. He looks forward to the future.

Mr. Aldrich and Dr. Bennett went through the year in pictures. Opening with memory of the Miles for Mammos that raised \$11,000. Moving forward to CMMC's transition to Cerner at the beginning of February. While the transition created its challenges, it produced a lot of activity that has allowed for growth in a lot of ways. Mr. Aldrich thanked the board members that took the time during the Cerner transition to lend a hand.

Soon to follow was the start of COVID. Employees within CMMC came together with amazing focus on how to move forward while keeping not only staff safe but the community. Through this time, the meaning of having a patient centered medical neighborhood really came to light. Mr. Aldrich and Dr. Bennett shared that the future of Central Montana Medical Center looks very bright.

### **NOMINATING COMMITTEE (TOE) REPORT**

Corry Arntzen presented the Nominating Committee report.

The Board of Trustees is comprised of fifteen members. Each elected director holds office for a term of three years.

Four Board members' terms expire this year: Bret Carpenter, who has agreed to run again; Dr. Michael Sura, who has agreed to run again; Dave Phillips and Kim Vincent who have both decided to terminate their service on the CMMC governing board. With the vacancy of Mr. Phillips and Mrs. Vincent, the committee initiated a formal nomination process using newspaper, radio and social media. We received nominations for 5 willing and competent individuals. Following an interview process, the committee is recommending Ryan d'Autremont and Melody Montgomery to fill the two available positions on the CMMC board.

The nominating committee recommended this slate of four candidates to the full Governing Board, and they accepted the recommendation. The nominating committee would like to submit this slate of candidates for this year's election: Bret Carpenter, Dr. Michael Sura, Ryan d'Autremont and Melody Montgomery.

Bret Carpenter called for a motion to close the nominations and approve the slate of nominees, each for a three-year term, as presented. A motion was made and seconded to close the nominations and accept the slate of nominees as presented, each for a three-year term. Motion carried unanimously.

The board recognized and thanked both Kim Vincent (3 years) and Dave Phillips (22 years) for their time and dedication on the board. In addition, the board gave thanks to Alan Aldrich and Dr. Laura Bennett for their tremendous job over the last 1.5 years as Interim-CEO's.

The Values of CMMC are compassion, accountability, respect and excellence. It takes each of you to make this work happen. Thank you

**ADJOURNMENT**

With no further business, the meeting was adjourned at 8:01 p.m.

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Dave Phillips, Chairman

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Date