

MONTANA FACILITY FINANCE AUTHORITY
Board Meeting (Conference Call)
October 15, 2020
9:00 A.M.

MINUTES

**BOARD MEMBERS
PRESENT:**

Larry Putnam, Chair (via phone)
Bill Kearns, Vice-Chair (via phone)
Jan Bastian (via phone)
Paul Komlosi (via phone)
John Rogers (via phone)

**BOARD MEMBERS
ABSENT:**

Kim Rickard
Matt Thiel

STAFF PRESENT:

Adam Gill, Executive Director (via phone)
Seth Lutter, Associate Director (via phone)
Colin Gunstream, Financial Specialist (via phone)

GUESTS:

Nathan Bilyeu, Authority Counsel – Jackson, Murdo & Grant (via phone)
Bob Murdo, Authority Counsel – Jackson, Murdo & Grant (via phone)
Dr. David Mark, CEO – Bighorn Valley Health Center (via phone)
Jennifer Kessner – CFO – Roosevelt Medical Center (via phone)
Jeff House, Maintenance Supervisor – Roosevelt Medical Center (via phone)
Mike O’Hara, Board Chair – Missouri River Medical Center (via phone)
Shane Clark, CFO – Missouri River Medical Center (via phone)
Janice Woodhouse - Chief Operating Officer – Missouri River Medical Center (via phone)
Brian Cartwright - Operations Manager – Missouri River Medical Center (via phone)
Brian Solan – Engineer – Ameresco, Inc. (via phone)
Jim Kerins, Managing Consultant – Communication and Management Services, LLC (via phone)
Rob Brandt, CEO – Mountainview Medical Center (via phone)

BOARD MEETING

CALL TO ORDER

Chair Putnam called the October 15, 2020 board meeting of the Montana Facility Finance Authority (the “Authority”) to order at 9:00 A.M. The meeting convened with five members of the board present and two members absent.

Minutes

Member Komlosi requested an amendment to the August 13, 2020 meeting minutes. Vice-Chair Kearns moved to approve the amended minutes. Member Bastian seconded the motion which passed unanimously.

PUBLIC COMMENT

The meeting was opened for public comment. *No comments were received.*

FINANCINGS

Bighorn Valley Health Center

Executive Director, Adam Gill, requested a motion to consider the financing. Vice-Chair Kearns motioned for consideration of Resolution No. 20-04 and Member Rogers seconded. Mr. Gill generally described the project and introduced Dr. David Mark, CEO of Bighorn Valley Health Center. Dr. Mark described the financing, which is a \$1,500,000 Trust Fund Loan and \$500,000 Direct Loan with the proceeds being used to renovate and construct a clinical space in the Crowley building in Lewistown, Montana. The facility will utilize new market tax credits and other funding sources for a housing project in the same building.

Bob Murdo, Authority Counsel, described and explained Resolution No. 20-04, which provides up to \$1,500,000 for eligible facility costs. Adoption of Resolution No. 20-04 passed unanimously.

Roosevelt Medical Center

Mr. Gill introduced Jennifer Kessner, CFO of Roosevelt Medical Center. Ms. Kessner introduced Jeff House, Maintenance Supervisor for Roosevelt Medical Center. Mr. Gill requested a motion to consider the financing. Member Rogers motioned for consideration of Resolution No. 20-05 and Member Bastian seconded. Mr. Gill described the project, which is a \$1 million Trust Fund Loan with the proceeds being used to renovate the facility to provide additional protection against COVID-19 and to make upgrades to the HVAC system. Mr. House described the projects and the benefit this will bring to the facility and the community.

Mr. Murdo described and explained Resolution No. 20-05, which provides up to \$1,000,000 for eligible facility costs. Adoption of Resolution No. 20-05 passed unanimously.

Missouri River Medical Center

Mr. Gill requested a motion to consider the financing. Vice-Chair Kearns motioned for consideration of Resolution No. 20-06 and Member Rogers seconded. Mr. Gill described the project, which is a \$730,000 Trust Fund Loan with the proceeds being used to renovate the facility's laundry site, as well as other eligible renovations. Mr. Gill introduced Mike O'Hara, Board Chair – Missouri River Medical Center. Mr. O'Hara further explained the project and the benefit this will bring to the facility and the community.

Mr. Murdo described and explained Resolution No. 20-06, which provides up to \$730,000 for eligible facility costs. Adoption of Resolution No. 20-06 passed unanimously.

GENERAL ADMINISTRATIVE

Financials

Mr. Gill presented the Budget-v-Actual results and the Reserve Balances. Mr. Gunstream presented the Revenue Graph and Mr. Lutter discussed Staff Approved Loans and Grants.

DISCUSSION TOPICS

Regional Mobile Imaging

Rob Brandt, CEO of Mountainview Medical Center, described the project they are undertaking, which is a mobile mammography to service rural areas. Mr. Brandt explained that mammography in rural areas is a difficult service to offer and a mobile mammography would meet this need. Mr. Brandt explained the capital investment required to begin this project.

Executive Director Annual Review

Jim Kerins, Managing Consultant for Communication and Management Consultants, Inc. (CMS) provided an update on the process for the Executive Director's annual performance review in December.

MISCELLANEOUS

Anticipate Financings and Related Matters

Mr. Gill discussed potential financings for the upcoming year and the anticipated dates of those financings.

BOARD MEETING CALENDAR

Board Meetings	Conventions
December 10, 2020, Helena, MT	October 22 & 29, 2020, HFMA Conference, Virtual
	October 28-30, 2020, NAHEFFA Conference, Virtual

ADJOURN

Chair Putnam adjourned the meeting at 12:52 P.M.

APPROVE: 
Larry Putnam, Chair

ATTEST: 
Adam Gill, Executive Director

APPROVAL DATE: 12-10-2020