



MINUTES

PVHC Board of Directors Meeting

PVHC Boardroom, 1930 9th Avenue, Helena, MT

Teams ID# 256 162 568 208 96

Passcode: Ds9pr6yt

Date | time January 27, 2026 | 5:00 pm *Meeting called by* Erin Lyndes

Members Present: Erin Lyndes, Chair, Curt Chisholm, Mary Kay Puckett, Lori Ladas, Lacey Knoles, Toni Austad, *Corey Palmer, Dr. Rob Smith*

Members Absent: Josh McKay, Gina Boesdorfer, Kaylee May

Staff Present: Michelle Marten, CEO, Paula Stephenson, *Dr. Madeline Turner*, Joelle Selk, Ashley Champagne-Post, *Brenda Peyton*, Helen Mahoney, Sarah Hanson

Guests Present: Sarah Adydan, *Megan Connors*

CALL TO ORDER:

The meeting was called to order at 5:00 pm by Board Chair, Erin Lyndes. A quorum was present.

ACCEPT THE AGENDA:

It was moved and seconded to approve the Agenda as presented. Motion carried unanimously.

NEW MEMBER INTRODUCTION

Toni Austad joins the Board as a representative from Lincoln. She has extensive experience with Boards and working with the underserved. Toni will be a great asset to the PVHC Board and the organization.

MINUTES:

It was moved and seconded to approve the Minutes of the December 16, 2025 Board Meeting Minutes as presented. Motion carried unanimously.

BOARD COMMITTEE ASSIGNMENTS

Erin once again asked for any Board member that is currently not on a Committee to look over the list and let her know where they would be interested in serving. The Committee Assignments list was updated to show Josh McKay replacing Mary Kay Puckett on the Strategic Planning Committee.

AUDIT REPORT

Sarah Adydan and Megan Connors from Pinion presented the Board with a detailed explanation of the recently completed audit. Please see handouts. Sarah explained the process and steps that went into the audit and how their findings were reached. She states that the PVHC staff worked hard to compile the information that Pinion needed to complete the audit in a timely manner while also dealing with so many

changes in the Finance Department. The Board Explanation and complete audit report were discussed. It was moved and seconded to accept the Audit Report as presented. Motion carried unanimously.

FINANCIAL REPORT

Brenda Peyton from JCCS presented the Board with the Financial Statements for November and December 2025. Please see handouts. She reports that these are final numbers through the end of 2025 and explained the processes that were used to achieve this in the Executive Summary attached to the beginning of her report. Brenda went into detail explaining the numbers and what contributed to them. Curt stated that the Finance Committee met yesterday, and he is extremely happy and optimistic about the future of PVHC. It was moved and seconded to approve the Financial Report as presented. The motion carried unanimously.

Curt also asked for a Board vote to address one of the conditions of Michelle Marten's CEO contract which was that the Clinic be financially stable by the end of the fiscal year. A motion was made to note that Michelle accomplished this goal early. The motion was seconded and carried unanimously. Michelle was formally congratulated on an outstanding job she is doing in leading PVHC.

BEHAVIORAL HEALTH DIRECTOR

Ashley Champagne-Post reported that the School-Based programs are going well at PAL, Capital High School and Helena Middle School. We are hoping to have HRSA approval for 4 Georgians in Spring 2026. She spoke about all the different programs that our Behavioral Health Department is involved in and her hopes to expand even more. Please see handouts.

QI DIRECTOR REPORT

Joelle Selk explained the Universal Data Services (UDS) report that PVHC is required to have completed by February 15, 2026 and how this report is tied to our Grant funding. Please see handouts.

She also reported on the Risk Management Annual Board Report that is required for the Federal Tort Claims Act (FTCA) that provides our malpractice insurance. Please see handout. It was moved and seconded to approve the QI Director's report. The motion carried unanimously.

COO/CCO REPORT

Paula Stephenson explained that the Security Risk Assessment Report was sent to the Board electronically. Please see attached report. She states that PVHC did very well with no significant findings and just a few administrative safeguards that we are currently addressing.

Paula stated that she will continue the Board training for the HRSA Operational Site Visit reviewing requirements at our next meeting as we are pressed for time tonight.

CHIEF EXECUTIVE OFFICER REPORT

Michelle reports that she is currently negotiating with the YWCA to amend their contract. We will be offering a flat fee per visit based on fair market value.

Michelle states that the Administrative Team has completed review of the new pay matrix and this has resulted in pay increases and grade changes for some staff. She would like to see how these increases effect the budget before offering a COLA to everyone. If a COLA is not doable by June, she is thinking about a small bonus so that the staff understands that they are appreciated.

Michelle reports that the National Association of Community Health Centers (NACHC) has informed us that a funding increase for Community Health Centers is in the appropriations bill in the US Congress. Because this bill also includes money for Homeland Security, it may not pass if the bill is not split.

Michelle reports that she signed a contract with Achieve Medicare Advantage for the Wrap Program with BCBS. The contract amount was \$11,000 but we will see a minimum payment of \$50,000 from last year and will be able to recoup the PPS rate on all BCBS Medicare Advantage plans going forward.

Michelle reports that the Livery Square building might be the best fit for our downtown clinic and that Slate Architecture is working on plans for our review. This would be a major cost savings even with renovating to fit our needs.

Michelle has calls into the East Helena mayor with plans to meet soon to inquire into possible sites in EH. There will also be a Capital Grant available through the Federal Government in the next couple of months that we will be applying for, that could help with that process.

A new position, Revenue Cycle Manager, has been created and Mellisa Duffner-Smith has been promoted into that position. Mellisa has been in the Finance Department for several years and is passionate about all things billing related.

HRSA is requesting a signed statement from our Board of Directors stating that the Board has direct oversight of the school-based site offerings. It was moved and seconded to approve the statement as written. The motion carried unanimously.

The Extended Sick Leave Donation Policy was presented, and it was moved and seconded to approve. The motion carried unanimously.

Michelle asked the Board for their input in Board Meeting scheduling as the last Tuesday of the month for the quarterly in-person meeting is in direct conflict with other standing meetings for a few of our Boad members. Erin asked that a poll be sent to the full Board for their input.

It was moved and seconded to approve the CEO report as presented. The motion carried unanimously.

OTHER

Michelle presented the Board with an example of the license plate that the PVHC staff likes the best of all the options. Please see handout. This will be presented to the PureView Gives Foundation at their next meeting.

ADJOURNMENT

Meeting adjourned at 6:45 p.m.

Next Board Meeting, February 24, 2026

Erin Lyndes, Board Chair

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Signed by

Erin Lyndes, Chair

Date

Lacey Knoles, Secretary

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Lacey Knoles, Secretary

Date