



MINUTES

PVHC Board of Directors Meeting

PVHC Boardroom, 1930 Ninth Ave, Helena

Zoom: <https://us06web.zoom.us/j/85016547062>

Date | time October 29, 2025 | 5:15 pm *Meeting called by* Curt Chisholm

Members Present: Curt Chisholm, Chair; Kaylee May, Mary Kay Puckett, Erin Lyndes, Josh McKay, Lori Ladas

Members Absent: Gina Boesdorfer, Lacey Knoles, Dr. Rob Smith, Corey Palmer

Staff Present: Michelle Marten, CEO, Richard Miltenberger, Paula Stephenson, Dr. Madeline Turner, Jessica Lang, RDH, Helen Mahoney

**Zoom attendees*

DENTAL MANAGER REPORT

While we waited to establish a quorum, Jessica Lang, RDH gave the assembled Board and Management a report on what she has been doing to improve the workflow in the dental clinic. Jessica stated that she has a target date of 1/5/2026 to increase dental and hygiene patients by using a formatted templating system for scheduling. She also has been working on bringing dental services back to Parker Medical in Lincoln with a dentist and hygienist each providing services one day a month to start.

CALL TO ORDER:

The meeting was called to order at 5:15 pm by Board Chair, Curt Chisholm. A quorum was present.

ACCEPT THE AGENDA:

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

MINUTES:

It was moved and seconded to approve the Minutes of the September 24, 2025 Board Meeting Minutes as presented. Motion carried unanimously.

ELECTION OF OFFICERS

The slate of officers was presented at the September Board Meeting was voted on and passed unanimously. The new Executive Committee will be Erin Lyndes, Chair; Mark Kay Puckett, Vice-Chair; Curt Chisholm, Treasurer; Lacey Knoles, Secretary.

A discussion will be held next month on Committee Assignments.

In other Board business, a resignation letter from Kim Casey was presented and the Chair thanked Kim for her service to PureView and wished her well in the future.

FINANCIAL REPORT

Brenda Peyton from JCCS was unable to attend the meeting due to a prior commitment. Michelle Marten presented the Board with the Quarterly Financial Statements that Jamie Ballas of JCCS reviewed with the Finance Committee this afternoon. Please see handouts that go through August 2025. Michelle states that we are trending in the right direction and things are looking much better than a few months ago. JCCS is working on having current financial statements by the end of the month. He also reported that the staff is working with JCCS to review and edit the Financial Policies and Procedures and that the Board will be asked to approve the edits via email before November 7th. An explanation summary will be sent along with the revised P&P. Lori Ladas, Finance Committee Chair recommended approval of the Financial Report as presented. It was moved and seconded. The motion carried unanimously.

CHIEF EXECUTIVE OFFICER REPORT

Michelle reports that the new Board Meeting schedule will begin in November 2025. The virtual meetings will be held on the last Tuesday of the month from 12:00-1:00 p.m. This time and day had the majority of the Board approval. If it proves to be too cumbersome, it can always be changed.

Michelle reports that she appealed our PPS rate with Medicaid and found that the process has been started a couple of years ago, but it had not been followed up on. The appeal was approved, and our rate will be increased by 7% and be retroactive for the last 12 months. This will be an additional \$285,000.

Michelle states that we are required to have a 401K audit because the organization has grown to over 100 participants. We received a quote of \$21,000 to have this completed. It was moved and seconded to approve the expense of the audit. The motion carried unanimously.

The YWCA had requested that Dr. Turner be their Medical Director. Michelle asked our legal team to review the contract to make sure that this would work, and it will. While reviewing the contract, however the legal team feels that it would be better for PVHC to change to a flat rate payment system based on fair market value. This will be brought to the Board for a vote when the dollar amount is established.

Michelle presented the marketing update from KXLH, who handles our social media, TV and e-mail blasts. Please see handouts. We pay KXLH on a contracted basis and they report that we are having favorable outcomes.

We are currently looking for a Board member from the Lincoln area so that Parker Medical Clinic is more involved in the Board business. Michelle reports that she has been talking to a Lincoln resident regarding this and that she directed them to our website Board Member application.

Michelle also wanted to share some additional revenue sources that have come through in the last month. After discussing Retrociad with the Board last month, they reported that they found 395 visits that should have been billed to Medicaid but were

not. These will be rebilled to Medicaid and will result in \$120,000 following our payment to Retrocaid. Our Medicare Cost Report has also been accepted, and we will be getting \$170,400 to reimburse us for cost incurred that were not paid during the year. Also, with the approval of the cost report, Medicare will release \$164,426 that they were withholding waiting for the report. The total we will be receiving will be \$740,000 in the next couple of weeks.

Michelle reports that, with the additional income, she would like to give the staff a Christmas bonus. This has never been done before, and the staff has not had a COLA or a raise in the last three years. We cannot give raises until we know for sure where we are financially, but Michelle feels that this one-time bonus would be the perfect way to show appreciation to the staff. The bonuses will be a flat rate for all staff. Mary Kay made a motion that we make the bonuses net, so that they feel substantial. The motion was seconded and carried unanimously.

Michelle states that she would like to rework some of the Strategic Plans Key Performance Indicators (KPI) as she feels some of them are not useful. She would like to create incentive plans that would filter to include all staff members.

Michelle reports that Paula Stephenson has been promoted to Chief Operational Officer/Chief Compliance Officer. (COO.CCO) and thanked Paula for all her hard work.

Michelle presented the Board with updated Board policies for their approval. The policies have not been changed but need to be reviewed yearly. A motion was made and seconded to approve the policies as presented. Motion carried unanimously.

OTHER

Michelle states that the By-Laws and Articles of Incorporation have been sent to the Secretary of State for approval and our legal team recommends that we establish a board of no less than 3 or more than 7. After discussion, it was decided that the Executive Committee will act as the PureView Gives Board. Michelle will contact our legal team to set up a meeting with the new Board.

ADJOURNMENT

Meeting adjourned at 6:28 p.m.

Next Board Meeting, November 25, 2025

Curt Chisholm

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Signed by: *Curt Chisholm*, Chair Date

Gina Boesdorfer, Secretary

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Gina Boesdorfer, Secretary Date