

Crook County Medical Services Meeting:

August 27, 2021

Members Present: Mark Erickson, Ed Ray, Trish Habeck, Sandy Neiman/ Trustee's Micki Lyons-CEO, Alayna Martin- CFO, Trisha Lindford-Compliance Officer, Kara Ellsbury-Legal, Sarah Pridgeon. Bob Ritchie came in after meeting in progress.

Meeting called to order by Mark Erickson, @ 2:30 PM, Sundance Bank Meeting room.

Public comment: none

Mark asked for any corrections or additions to agenda> Sandy asked for addition of Board Appointment. Mark called for motion. Trish Habeck made the motion, Ed Ray seconded. Motion carried

June minutes were corrected by filling the numbers in to complete the minutes.

July minutes, Sandy stated spell check not on. Trish made motion to approve June 24th, and July 22nd minutes. Ed seconded. Motion Carried.

Micki reported on Covid 19- reported that 22 positive cases on Tuesday, now Covid in State of Wyoming and Crook County is a mess. Doubling up on rooms, hallways, waiting rooms, bordering possibly crisis mode. Most patients being seen now have not been vaccinated, approximately 75%. Some who have been vaccination being seen and testing positive. We are one of the counties of least vaccinations, and currently bottom 5% of States in Nation. Running short of providers in clinic, possibly close a clinic here and there due to staffing, one clinic will be open at the least.

Mark asked if that could be put on the daily listing of hospital so that public understands what is going on. Also questioned use of staff of closed clinic, Micki stated how they are handling staffing at present. Micki will make sure all to keep the public informed on closures.

Trish asked if most people are being seen in clinics or ER? Micki stated at this time most are with ER, they have also set up outside testing. Everyone must have a provider order. People must call lab to be set up for testing. Cost is \$40.00 Mark asked for the protocol on employee out with covid for returning to work? Micki stated 7 days, no fever for 72 hours, symptoms improving, they may come back to work. Wear protective gear.

Bob Ritchie asked protocol on positive test, if test positive must quarantine for 10 days from onset, if not showing a positive test but have all symptoms they must quarantine for 14 days.

Trish asked if hospital is maxed out, Micki stated they aren't allowed to turn folks away, and there is nowhere for them to be sent. Patients, maybe in hallways, or other rooms so that all can be treated. Clinic could possibly be adjusted to in care.

Alayna Martin- Bearlodge was having trouble with billing collection and payers for July.

Their aging is increased most of that bulk is in current charges.

Our balance sheets are looking good. These are June financials. Total income before expenses is \$1168691.68. Total expenses for June is 1037339.74 with Net income for the June is \$131,351.94

Sandy asked why on Income sheet the mill levy is being recorded before it is received. Alayna stated as part of the budget process it must be adjusted and recorded by 6-30-21.

North Platte investment jumped due to payment received.

Cost report sitting at 276,292.00

Vendor aging running pretty usual, except for new delivery service for Moorcroft and Hulett. Also new monitoring cameras for Moorcroft are in expenses. We also have increased aging due to change over in EMR.

Mark questioned the need for changing monies to cover cost report. Alayna stated once she has the model updated, then she will ask for shift in monies.

Payroll is similar to prior months, except for overtime. Mark asked for a motion to ratify payroll for \$376428.54. Ed seconded. Motion Carried.

Trish reported on financial accts

Payroll Acct: has interest of \$8.51 Balance 5959.28

Trustee Acct: Interest of \$7.61 balance of \$13132.31

General Balance reviewed.

Board of Trustees: Interest \$1079.28

Construction Acct: \$800,000.00

HHS Funds: reviewed

Pinnacle Clinic: \$ 62304.76 with Interest of \$5.12

Summit Clinic: \$ 42102.44 / no interest

Sandy made motion to accept Treasures report. Ed seconded. Motion carried. Information from Micki is from July for stats. 40 inpatients for July, 98 swing bed days, highest ever recorded. Clinic volumes are pretty much consistent. Slight dip for first 2 weeks in July. All of the print outs reviewed were contacts by district. Long Term care has 7 beds open, there are several incoming patients on horizons.

Lab not disclosed by paper, as new EMR not reporting same as last EMR.

AR report from July is \$840,000.00.
District is staying consistent.

New EMR and Dashboards will need to be compiled.

Sandy made the motion be on hold until next month, Ed seconded. Motion agreed.

Sandy asked about information on Structure Analysis. Micki stated she is agreeing on contract, but at time no one is allowed in building. Sandy questioned landscaping for Moorcroft, Micki stated contract has been signed. Trish would like to complement new cleaning and landscaping employee in Moorcroft as excellent.

Sandy questioned ambulance in Hulett. How were they declared and we need to know process going through as no one at hospital can sign title. Hulett purchased one \$9400.00, other went as parts for around \$2000.00 to Texas. Oldest ambulance retained is now a 2008.

Micki stated HHS funds have finally given some guidance. Some needs to be spent in a tier approach. Equipment, covid preparation, lost revenue. Alayna is working with Casey Peterson & Assoc., to determine allowances permitted. New guidance is coming out daily.

Hulett Medical Clinic-Mark stated there is some movement by individuals in Hulett for positive resolution of contract.

Trish made a proposal for Board members to give appreciation to staff. She had bought a box of cards. We will figure out something in future.

Sandy and Trish will give a report on Zoom interview for Bob Richey. We went down the paperwork sent to all board members. His current knowledge of medical financials the learning curve would not be hard. Bob is interested helping

community, and hoping any of his current knowledge will help move District in a positive direction. Also the fact that Bob has shown up today for meeting speaks great for willingness for be a member

Sandy made a motion to appoint Bob Richey of Hulett to replace Connie Lindmier until the next election. Mark stated that his position will be until next general election. Kara Ellsbury (legal) stated the state by-laws rules. Bob will need to be eligible to vote and mailing address.

"Eligible to vote is by place of residence". Bob stated he is resident for over a year, has 2 addresses, physical, and box number.

Kara asked about a conflict license of CPA. Bob explained he was not a public CPA nor is he is interested in any CPA work for board.

To do list would have to go to Court House and take oath at Clerk's office, we would make copies available to board. Ed stated trustee would not be listed on checking account until General Election. Trustee was also made known about Emergency Meetings on Zoom.

Ed seconded motion. Motion passed unanimous.

Kara made mention she received a request from Sundance Times under Wyoming Public Information, for paperwork on Mr. Rickey. Sandy sent a text to Kara for paperwork. Kara will comply with request.

Alayna requested transfers for following amounts:

Moorcroft Clinic Account: \$13,000.00 down payment for landscaping. Total \$26,000.00 to General fund. Trish motion, Ed seconded. Motion carried.

HHS Account: \$500,000.00 to General Account. Trish motion to general Acct, Ed seconded. Motion carried.

Pinnacle Acct: \$61304.76 Balance \$1000.00 Trish made motion to transfer to General Acct. Ed seconded. Motion carried.

Summit Acct: \$37662.44 Balance \$2500.00. Trish made motion to transfer to General Acct. Ed seconded. Motion carried.

Trish made motion to go into Executive @3:55 PM for Personnel. Ed seconded. Mark asked that only Micki, Kara stay for executive. Motion carried.

Out of executive @ 5:05 PM. Motion made by Trish to adjourn meeting Ed seconded. @ 5:07 PM.

Next meeting will be Sept 29, 2021. @ 2.30 PM @ Sundance Meeting Bank room.

Respectfully Submitted

Sandy