

Crook County Medical Services District regular meeting held October 21, 2022 @ Sundance Meeting Room. Trustee present: Mark Ericcson, Bob Richey, Sandy Neiman, Ed Ray- Zoom, Trish Habeck – Zoom. Hirst Applegate Kale- zoom, Micki Lyons- CEO, Alayna Martin-CFO.

Meeting call to order @ 11:30 by Mark Ericcson.

District Thanked Trish Habeck for 4 years of service.

Approval of Agenda: amended to add Financials, CEO reports, October 7, 2022 gathering. Sandy made motion, Bob seconded. Motion carried.

Kara Ellsbury -legal entered meeting @ 11:37, Kale from Hirst-Applegate dropped off Zoom.

Bob Richey made motion to approve gathering on October 7 gathering, discussions. Sandy seconded. Motion carried.

COVID – Micki stated our area and state are still in the red. Hospital no longer is screening visitors or staff, but everyone is still required to wear masks. Some early cases of influenza have been seen in ER and clinics, various ages involved.

Financials – Alayna Martin reported that hospital cash balance are sitting at General: \$554568.32. Gap collections for LTC have not arrived yet. Waiting on this payment. Collections are on track. Julie, Alayna, Micki are meeting weekly identifying any errors, connecting with Evident and True-Bridge for billing. We are down to manageable amount of back billing being done.

Billing office is asking to offer a short time discount of 35% on balance for private pay until December 15. This will be offered on back claims. We are using a company to help catch up until back accounts are caught up. We only pay company if we use them, \$70/hr Powell Valley claims. We are using these until caught up then discharge the company.

Check Register for September \$245588.35. Pitney Bowes new postage meter.

Discussion on accountants costs. Cost Reports are due in November, Casey-Peterson is assisting. Audit will be done. Cost report models will be done. This will help us with capital expenditures before end of year. Cash flow would be next. Mark asked questions for comparing last month and this month aging for

each meeting. Alayna will include. Micki feels that it will take about 2 months to see a change in AR. They are currently 2 weeks into new roll out.

September Aging: \$427225.23 some items that stood out. Black Hawk Van. New bus lift for Senior Van. Department of Healthcare, ¼ rate adjustment fee. Scott Brother electric fire alarms tying in elevator to fire alarms.

Our AR is going up AP is also going up, why is some of our accounts over 30 days. The costs are being looked at closely. Want is being based against need. No overtime, no extra expenses necessary.

Kara questioned the billing of Hirst Applegate. Alayna will double check with invoices , get back to us.

Bob asked on Trial balance if they would back out the PPP and Covid payments so we truly had an idea what hospital is doing financially.

Payroll: \$667545.64. This included three payrolls in September. 80 hours of CME is paid to providers for ER. Sandy made motion to radify payroll. Bob seconded. Motion carried.

Sandy will get new signature papers set up for bank following the election. These are to be ready for signatures at November meeting.

Trustee Financials – Trish Habeck

Payroll: \$6385.40

Board of Trustee: \$521624.90

Construction Acct: \$3226141.09

Summit Acct: \$15044.47 Int. 3.52

Pinnacle Acct: \$11074.84 Int 5.16

Bob Richey made motion to approve financials Ed seconded. Motion carried.

Old Business: Tuition Reimbursement policy was presented and gone over. After lengthy discussion there will be changes made to this proposed policy by legal, brought back to next meeting for approval.

Organizational Chart was presented by Micki for approval, various questions asked, correction was made to chart. Bob made motion to approve chart effective after name correction. Ed seconded. Motion carried.

New Business: Micki asked if we would move the Joint Venture monies as requested. Discussion on why not deposited there. The motion had been approved in prior meeting. This will be done immediately following close of meeting.

Hulett Clinic: closed part of the week for new floors to be installed and cabinets. Final painting will also be done this week. Roof is being fixed. Question on doors by Sandy. Micki stated these are on backorder. So is going to find solid core doors elsewhere and have maintenance install. Chris Risk will go to Hulett over the weekend and upgrade the IT and wires so there will not be issue there.

Moorcroft Clinic: no appraisals have been done yet. In the spring the maintenance will finish the landscaping.

Foundation By-Laws various areas of this were discussed. Incorporation papers were submitted on October 20, 2022 to Secretary of State. We will discuss this more at the next meeting, as we need to set up bank accounts, and put in for EIN numbers. Bob Richey and Alayna will do this paperwork. Bob will set up account with the bank.

Micki presented the contact information for September. There were changes in swing bed totals, she has group making contacts for this. Also a group is making contact for LTC. Hospital is currently having Ultrasound every week, these numbers are steadily increasing. CT continue to increase and are basically a standard of care for ER. Moorcroft patients are holding steady, with slight decline in Hulett contacts. Lab is very busy currently do fall wellness checks, covid drive up checks, as well as fulfilling the commitment to companies in Crook County for their employee wellness.

Currently we have 5 opening in LTC, these are being addressed by contact group.

Insurance costs will be presented next month. There is expected raise in premiums at next meeting. This will be voted on at that meeting.

Request to Kara to please have paperwork available that is required for the board yearly signing at next meeting.

Bank accounts will also be addressed at next meeting.

Next meeting is set November 22,2022 @ 12:30. Election of officers. Sundance meeting room.

Motion made to go into executive session for 16.4.405 Statute by Bob, seconded by Sandy. Motion carried @ 1:27 pm.

Back into regular session with no decision made in executive @ 2:12 PM.

Meeting adjourned @ 2:16. Motion by Bob Richey, seconded by Sandy. Motion carried.

Respectfully submitted

Sandy Neiman