Crook County Medical Services Dist. Regular Trustee meeting 4-30-24
Sundance meeting room. Trustee's present: Robin Hibbard, Mark Erickson, Brent Fowler, Sandy Neiman, Micki Lyons – CEO, Casey Peterson and Assoc – Mark Lyons, Kara Ellsbury – legal, Marsha Ericcson – Radiology, Audrey Finn – Purchasing, Lauren Lacey – AP. Published live meeting via zoom.

Meeting called to order @ 11:11 AM by Mark Erickson.

No public comments

Approval of Agenda: Mark asked that we add Ambulance housing lease to New Business. Robin made a motion to approve the agenda with amendments. Mark seconded.

Approval of Minutes: March 27, 2024. Robin moved to approve. Mark seconded. Motion carried.
April 10, 2024 – Special advertised minutes. Pending till next meeting, as Sandy forgot

Department Heads:
Audrey Finn, stated a lot of things have a lot of changes. New program to list all inventory and breakdowns. Now all supplies and equipment are listed in own categories. Daily scans are checked, inventory will be sorted into individual areas. Audrey will now be able to tell employees exactly where things are. Audrey takes computer home to assist staff.

Lauren Lacey: AP: Accounts payable are now set up through Multiview. All accounts are now set up through departments. This allows payments are being paid promptly, With the new Cerner Multiview now checks can be printed immediately, instead of checks where they are paid by printed checks.
Mark asked about printed checks as opposed to transfers.

Marsha Ericcson – Radiology - Lots have changed since a year ago. Currently trying to have to finish a few things with Cerner. New ultrasound is being implemented. Currently we were able to include lady that is knowable about new machines. Also learning new portable x-ray. MRI is holding steady, currently keeping all employees busy. Just met with Cardiac surgeon from Gillette, he is working with us to refer patients this direction. Brent asked about necessary equipment needed. Currently holding own. Discussions on other machines needed. Robin asked about adding Calcium scores to Health Fair. With 64 slice it could be revenue generator, should be under vascular protocols

Casey Peterson and Assoc – Mark Lyons reported that remember we need to know these financials are February financials. Currently the hospital is at a $560,000.00 at a loss. A lot of the is with the under capacity of LTC. But this is pretty much everywhere since Covid. Questions on advertising, Micki stated had hit this hard, people are looking around more than before. Now people are trying to stay home more, also working with Home Health. The worry is about not being able to see loved ones.

Software conversion has created a major problem with obtaining current status. All of the 3 clinics are preforming higher than last year. Hospital is preforming higher that prior year. Mark reminded us that with the conversion would create a money shortage. The worst that we worried about has happened Tru-Bridge has stopped working anything that was in Evident. There is over 2.3 million currently sitting in that account. Actually 1.5 is good money. Also at this point there is 1.4 million in Cerner. Converts to 1.2 million in cash. With conversion AR will increase 30-45 day. Front office is working hard to find what is currently sitting in TruBridge, the special person hired to file TruBridge is doing what she can. Powell is helping us on Cerner. Front office is working to manually file with insurance companies. Some companies will accept, most will not. Kara will explain more about this in Executive. Question on who broke contract.

Also at this point we are not getting patients bank for rehab when patients have been sent to the surgery or acute care. Robin asked if the providers can leverage the hospitals or specialist to make sure we get patients back. Mark stated that is where swing bed or rehab hospitals are building their bottom lines. Micki stated that going out to Senior Centers, public access, or making sure that companies are aware what this hospital can provide. We have had referrals that could not be handled here. Micki is stating now recommendations are being followed up. Stacy knows that is her priority, thinking outside the box is what is being done. We are coming off a time when volumes are good, so the competition now is great.
Question on how many times with Monument and physicians they are not on radar, Crook County is not rated by them. Staffing is a problem everywhere. Questions on having specialist come in each month to see patients from various hospital. Suggestion was made to use a ER room utilize for traveling Doctors. Great conversations about revenue possibilities.

What the main problem Casey Peterson and Assoc state that we have the problem with stopping processing as well as insurance payments. If payments are made then we cannot turn the balance over for private pay. Brent asked about the inefficiency of Evident of doing anything. What about ones already filed to Tru-Bridge. The Evident is part we needs to

Mark made motion to move into Executive @ 11:50 AM. Brent seconded motion. Motion carried.

Back into regular meeting @ 12:34. Mark made a motion that we hire Hirst Applegate to negotiate the contractual issues with Evident and Trubridge at this time. Brent seconded motion, Motion carried. Casey Peterson and Assoc left meeting.

Check register was discussed. New smaller report for print out. We need to have totals on register. Questions asked and answered. Cerner implementation employee will probably work until May then be done.

AP-AG currently setting @$ 429,000.00. $215.000 is the new equipment that was leased for Radiology.

Questions on financials for the next few months, how is budget going to be made with expenses from 8 months of data instead of 12 months.

Brent made motion to approve financials, Mark seconded the motion. Motion approved.

Payroll this month is 3 payrolls total of which is $921357.28. Brent made motion to ratify payroll. Mark seconded motion. Motion carried.

Trustee Financials: Sandy

General Fund: $1418908.39
Cost report: $15612.95
Grants : $237564.71
Board of Trustees: $118569.31
Construction Account: $570879.21
Loan Financing: $570879.21
Jumbo: $1016817.33
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Sandy stated that we must have all bills and contracts to make sure all are addressed to Crook County Medical Services Dist. Kara also stated that we need to correct things.

Sandy would like to have the mill levy checks sent directly to her @ 51 Deer Creek Road Hulett, Wyo.
Mark made motion for all mill levies checks to go directly to Sandy as the Treasure. Brent seconded motion. Motion carried.

Sandy asked that we move $20,000.00 from Pinnacle Bank, and $10,000.00 from Hulett Summit National Bank transferred to the General Account in Sundance. Micki also asked about Mill levy. It was stated we had voted prior meeting to place mill levy monies into General Account. Mark made motion to accept all Trustee financials and to approve into General Account. Robin seconded motion. Motion carried.
Micki stated that with 2 payrolls and with transfers and we will still be breaking even. Just so that we should be good through to next meeting.

Preliminary budget by Micki with a presentation of 8 months. Projection cost of budget conservative budget . Numbers presented does not include mill levy. Department heads will not have live data for actual expenditures. Now all heads will be held responsible for Their charges. Expenditure cuts will be made in all areas. Needs versus mandatory.

Purposed budget will be presented next month.   Questions on capitol expenditure will need to be presented as a Business presentation. Next meeting we will have a proposed budget.

Next meeting date will be May 30, 2024 @ 11:00 AM , Bank meeting room in Sundance.

Special training that will be held tomorrow, and then Open House @ May 22 from 4-7 in Sundance.
Weekily new hires will be done onboarding each week. HR, IT, mentior. _
New hire for family health has recended her application due to family issues.

CEO – Micki
Moorcroft Clinic – Engineer (Brian) stated that we should watch the foundation to see if it moves. There are current markers in place. Will readdress in a year.

MRI pad needs to be replaced. Stairs need to be completed, need to send out more bid info.
Lead wall at Hulett Clinic is temporary on hold due to money issue. It will be around $11,000.00
Sundance Clinic oxygen installation is complete. Hvac in Acute care completed today.
Ramp for ER ramp not received a quote
Skyline Builders in Moorcroft. Trying to keep contracts in County if possible. Document that we go with out of state if no local will bid.

Micki stated that she has all information except print out of any loss on apartment insurance. Delay is actually in our favor due to expenses.
Kara stated that according to legal we have bought, but just await the finish. Technically we now know that we can get insurance.

New business: There is now a new Federal LTC Staffing Mandates are out and this will create a problem for small businesses with the ratio of residents to staff. We would be required to have full time RN day and night. Then ratio webinar will meet next week to explain needs. This new ruling is being contested. There is also 3 year implementation of rule is it stand. LTC director will be doing Clinicals this summer and working night shift.
We now have 12 bed openings in LTC, we also received a new CNA employee from the training classes.
Sandy explained the day of parade for fair, asked if possibility of float entry.

Kara has explained that she received a letter from Mark Hughes concerning Ambulance storage facility. Kara knows nothing about this contract. Mark Erickson stated there was a Situation that arose from the door being open, letting heat out of building. The new draft that we would state that we would be responsible for remodel of buildings, and cost of propane as well as moving of propane line.

Micki stated the current proposal is as follows: Talked to Joe Wilson regarding the cost of heat for firehall. Wanting to place propane meter on our side. Or place a walk through the wall. Joe stated his intent was city pay for cost of construction. Our rent will actually pay for this. Add separate lines. The city gets a discount rate, we could save money actually through the city. Kara will not send the contract to Mark Hughes. Micki will attend the meeting next week and get the final facts. Then correct contract will come to the board.

Sandy asked that Micki updates mailing address for WHA. Also to please remove Bob from State Board list,add Robin.

EMS Assist List Policy that was passed previously, now has a number #15671130. Now this policy is enforceable.

Mark asked that we go into Executive @ 2:30 PM according to Statute 16.4.405.
Brent seconded. Motion carried.

Back into regular meeting @ 4:00 PM.

Beings no other business, meeting adjourned @ 4:01. Motion to adjourn made by Brent, seconded by Mark. Motion carried.

Respectfully submitted

Sandy Neiman
Secretary/Treasurer