Crook County Medical Systems   District Board of Trustees Meeting

January 9, 2026 11:00a

- Meeting called to order, at 11:00a, by chair, Sandy Neiman. Marlene Edwards, Sharon Coleman, Brent Fowler, Legal-Kara Ellsbury, Infrastructure Coordinator-Patrick Pollino, CEO-Micki Lyons, CFO Cody Hartl are present and Robin Hibbard attends via phone.
- No Public Comments
- Motion to approve agenda is made by Marlene Edwards and seconded by Brent Fowler. Motion carried. Prior minutes had a minor name corrections, and Brent Fowler motion to accept the corrected minutes and motion was seconded by Sharon Coleman. Motion carried.
- **Financial Report by CFO Cody Hartl See attached reports**
- **Long-term care unit:** Strong census; profitability fluctuates with contract labor costs.
- **Clinics:** Sundance clinic improving; Moorcroft and Hulett trending downward.
- **Hospital revenue:** Service revenues up; profit trends nearly identical to last year.
- **340B program:** Revenue fluctuating month-to-month but trending above last year.
- **Accounts receivable:** Significant reduction from **\$8.5M → \$7.6M**; strong December collections (~\$2M).
- **Cash on hand:** Temporarily negative due to payment posting timing; generally stable.
- **Accounts payable:** Reduced thanks to increased collections.
- **Medicare settlement:** Hospital expecting **\$371K** pending interim rate adjustment.

Billing, Staffing & AR Backlog

- Staff working on current billing while reducing backlog; 2.5 FTE focused on AR.
- Board discussed whether staffing is adequate as volume increases.
- Concerns raised about delayed billing and patient confusion over repeat statements.

- Outside agencies (HCCS, etc.) doing minimal work; most work is now in-house.

4. Audit Updates

- State audit documents submitted; final report expected January 18.
- 2025 audit work beginning soon; additional bank statement collection underway.
- Foundation audit pending; requires updated account access and statements.
- Motion to approve financials is made by Brent Fowler and seconded by Sharon Coleman. Motion carried.

- Motion to ratify payroll is made by Brent Fowler and seconded by Marlene Edwards. Motion carried.
- **Board of Trustees Treasurer's Report by Sharon Coleman**
- Accounts receivable aging reviewed; improvements expected.

Credit Card & Expense Review

- Reviewed monthly credit card activity.
- Concern raised about merchants adding **4% credit-card surcharges**, prompting community complaints.
- Motion to approve Treasurer's Report is made by Marlene Edwards and seconded by Brent Fowler. Motion carried.

CEO Report by Micki Lyons

- New full-time physical therapist hired for in house; focus on expanding swing-bed program.
- Lab preparing for spring community and employer lab draws.
- 340B: Upcoming federal changes may force temporary pause on some private-pay medication programs.
- Concerns raised about local pharmacy credit-card surcharges impacting patients.

Quality Assurance (QAPI)

- Improvements underway across departments, Dr Waddell is involved. This includes TB testing compliance.

- Monthly quality review meetings held; long-term care follows additional quarterly requirements.
- Policies being updated and cleaned up.

Policy Review

- **Defer first two policies**

Motion made by Brent Fowler and seconded by Marlene Edwards to Defer first two policies. Motion carried.

Old Business

- **Discount Fee Policy:** Approved with added clarification for **self-pay** patients.
- **Credit & Collections** and **Conveyance of Resident Funds** policies deferred for further revision.

- **Collections Discussion**

- Identified **221 delinquent encounters totaling ~$273K**.
- After extensive outreach efforts, board approved **sending all remaining unpaid accounts to collections**, with **$44,550** in long-term-care deceased accounts written off.
- Motion was made by Robin Hibbard to write off $44,550.00 and was seconded by Sharon Coleman. Motion carried.
- Motion was made by Robin Hibbard and seconded by Brent Fowler to turn the remaining amount over to collections. Motion carried.

Long-Term Care Rates

- LTC daily rate to increase was on Dec 1, 2025 from **$273** to **$286** on March 1, as previously planned.
- Notice will be sent to residents.

New Business & Future Planning

- Discussion on **$205M Wyoming OBBA funding** over 5 years for critical access hospitals.
- Priority items identified:
    1. **Full facility generator integration**

2. **Roof replacement / protective structure**
3. **HVAC modernization**
4. **EMR upgrades**
5. **Annex renovation for office/administrative use**

- Consideration of moving admin offices to the annex to free hospital clinical space.
- Potential for grant-funded housing projects with county partnership—board uncertain due to political challenges.

Next Meeting

- Scheduled for **January 30, 2026 Sundance Meeting Room**
- **Break 1:10-1:20**
- **Motion to move into Executive session, for purposes of discussion, according to Statute 16.4.405 legal advice, litigation and personnel, by Marlene Edwards and seconded by Robin Hibbard. Motion carried at 1:23**
- **Moved back into Regular session at 1:57p**
- **Brent Fowler motions to adjourn the meeting and Robin Hibbard seconds the motion.**
- **Meeting adjourns at 1:58p**