CCMSD Board of Trustees
MEETING

Sundance State Bank Meeting Room

207 N 2nd Street

Sundance, Wy 82729

January 30, 2026

Participants

- Sandy Neiman (Chair)
- Sharon Coleman (Treasurer)
- Marlene Edwards (Secretary)
- Robin Hibbard (Trustee) via Speaker phone
- Brent Fowler (Trustee)
- Micki Lyons (CEO)
- Cody Hartl (CFO)
- Patrick Pollino (Director Of Infrastructure)
- Kara Ellsbury (Legal Counsel)

Meeting is called to order by Board Chair, Sandy Neiman, at 11:01am

Public Comments - None

Newly installed, Crook County Attorney, DaNece Day, is present and introduces herself to the trustees and leaves at 11:04am.

Motion to approve the agenda, by Marlene Edwards and seconded by Brent Fowler, motion carried.

Motion to approve board minutes of January 9, 2026, is made by Brent Fowler and seconded by Sharon Coleman, motion carried.

- Board to sign Trauma Survey resolution affirming trauma receiving facility capabilities.
- Section 125 Premium Only Plan adopted; signatures to be completed and document kept on file.

Financial Report - Cody Hartl CFO

See attached Handouts

- Clinic profitability shifts due to updated cost report overhead allocations; expectation that clinic P&L will be lower as more overhead is properly allocated to clinics rather than hospital.
- Cash on hand was tight in December; mill levy revenue for Nov–Dec not yet received at time of report.
- Audit delay attributed to system changes and allowance for doubtful accounts; extension request to State Audit Office discussed; debate on retaining versus replacing current auditor (Eide Bailly).
- Medicare settlements: due ~$251k (FY25) and ~$510k (FY26); interim rate adjustment filed; discussion to set aside a portion (e.g., ~$150k–$200k) into a cost report bank account once funds are received.

- AR days trending down to ~146 gross / ~121 net; AR balance reported decreasing from ~$7.6M to ~$6.9M in January; active work on denials and timely filing windows.
- Transition of allowance-for-doubtful-accounts and cost report calculations from Mark to Brent planned.

Motion made to ratify Payroll, by Brent Fowler and seconded by Robin Hibbard. Motion carried.

Motion to approve the financials was made by Robin Hibbard and seconded by Brent Fowler. Motion carried.

Board of Trustees Treasurer's Report - Sharon Coleman

Pinnacle Bank balance $719.49

Motion to approve Treasurer's report is made by Marlene Edwards and seconded by Brent Fowler. Motion carried.

CEO Report -Micki Lyons

- Legislative monitoring via WY Hospital Association weekly meetings.
- CMP grant for Music & Memory program in long-term care; includes cognitive assessments and equipment purchases.
- Service updates: podiatry increasing to 2 days/month; >60 patients in hormone pellet therapy program.
- Patient portal training and registration hard-stop process changes to ensure offers at check-in. Training is set up for staff.

Board Records, Minutes, and Bylaws

- Confirmed need for secure, double-locked storage for board and executive session minutes; labeling/flash-drive handling per legal guidance.
- All members to study bylaws; plan to review and update at next meeting; changes require three readings.

Annex Renovation & Infrastructure Planning

- Local contractor asked to prepare preliminary options (renovate/rebuild/expand) and cost ranges; ensure compliance with state/medical standards even if space is administrative.
- Communications upgrades already in place at annex; future power panel upgrades and generators discussed.

Cellular Service & Carrier Evaluation

- Ongoing Verizon coverage issues impacting operations and ambulance telemetry; bids requested from AT&T, T-Mobile, and Netcom; phone system routing issues identified between Range landlines and Verizon towers.

Policy Updates

- Credit Collection Policy wording updates approved; role clarity for revenue cycle management (Cody and Julie)

Compliance Resolutions

- Annual/biennial Trauma Survey resolution to be signed.
- Adoption of Section 125 Premium Only Plan document for DOL audit readiness.

Board Discussion

Employee Gift Discussion

- Board to revisit at next meeting; preference toward non-cash, item-based gifts (e.g., branded items) and avoidance of mill levy funds for gifts.

Next Meeting

Wednesday, March 5, 2026 at 11:00 AM (location per standard schedule).

Motion to move into Executive Session, for purposes of discussion, according to Wyoming Statute§ 16-4-405 for purposes of legal advice, litigation and personnel, at 12:44p by Marlene Edwards and seconded by Brent Fowler. Motion carried.

Move back into regular session at 2:07p

Motion to Adjourn by Marlene Edwards and seconded by Sharon Coleman. Motion carried at 2:08p

Respectfully submitted,

Marlene Edwards