Crook County Medical Services District meeting March 5, 2026@ 11:00 AM Sundance Bank Meeting Room. Trustee's present: Brent Fowler, Sharon Coleman, Robin Hibbard, Sandy Neiman, CEO – Micki Lyons, CFO – Cody Hartl, Patrick Pollinio- Director of Infrastructure, Kara Ellsbury – Legal

Meeting was called to order @ 11:00 AM.,

No public comments

Approval of Agenda: Robin motion to approve, Brent seconded. Motion carried.

Approval of Minutes for January 30, 2026 meeting: After discussion on AI minutes, Motion made by Robin to table minutes due to corrections needed. Seconded by Sharon. Motion carried. Question on how minutes signed. Marlene was correct on how this needs to move forward.

Financial report: Cody Hartl: Cody stated the hospital Long term care is running strong, results based on contract labor.
Clinic: Cody explained on Pillar who runs the 340 B. Up and down depends on the renewal of subscriptions. Micki also stated Federal Gov., has decreased the amount of primary Prescriptions payments. Vilas current.
Operation / net income: no recording of mill levy monies recorded from November to January. February will include mill levy.
Cody has checked with Stacy on Swing-Bed, Gillette open now, question on what Spearfish capabilities? Micki will check on this, as not a lot of referrals from Spearfish. Explained a pilot program about bundle payments and swing beds, now checking into this.
Days in AR- Nov, Jan, Feb, are doing good. A/R in Nov. 8 million, end of Jan @ 6.9 million. Clarification on collections mill levy and bills.
$251,000.00 has been filed on cost report for early pay from Medicare.
Noridian being contacted on $621,000.00 monies due from Noridian. Cost report monies discussed. Cody is working on this currently.
Health Insurance monies discussed. Claims will start coming maybe late February.
Clarification on kitchen equipment for $13,678.00. Oven quit working, new double ovens obtained.

AP listing similar today to one month ago prior to paying bills.

Discussion on payment information of travelers salary.
Cash collections have been very good. AR listings reviewed.
Bank balances.
Robin made motion to approve financial report as presented. Brent seconded. Motion carried.

Payroll reviewed: Total payroll: $1,73,498.72. Includes 3 payrolls in January. Brent made motion ratify payroll, Robin seconded. Motion carried.

Board Treasure report: Sharon Coleman, Moorcroft: $ 937.19
$522,205.14, was received from mill levy. Sharon will check on interest charged in Moorcroft,if not successful, get back to Sandy.
Motion to approve Board of Trustee Acct made by Brent, seconded by Robin Motion carried.

CEO Report: Micki Lyons
Wellness Drives will be starting shortly. Looking into information on Staffing models to reduce excess costs. Swing Bed referrals. LTC has a waiting list. Beds are currently full.

Updates the progress of Strategic planning lists. Several are complete, many are in progress. Patients called at random on hospital services provided. Print out presented.

Policy Review:
Conflict Resolution Policy: – Kara made edits. She made the specific goals of this policy, helping with concerns, Board decisions on employee’s if necessary. Time line extended. Guidance outlined.
Background Check Policy; Credit Card Payments Policy. Robin made motion to approve all Policies with their revisions. Brent seconded motion. Motion carried.

Human Resources Position are currently on Patrick. Currently reviewing 4 candidates. Discission to be made soon. Currently working with iSolve to help with training, as well as relieving some document administration, by centralizing document. Also helping with licensure.

AR to Collection approval: Cody asked that we approve a total of $114,826.44 to be moved into Collections.  Every effort has been done to handle locally. Robin made motion to approve this amount to Collection agency. Brent seconded motion.  Motion carried.

Charge Master Review: Micki stated that through the WHA with “Ready Help” doing this review.  So far the hospital has been reviewed.  They have made some suggestions on 70 charges. Statement made by “Ready Help” the Charge Master pretty clean.  Lab, Radiology, Dermatology, therapy possible updates. Review of clinics is now starting within 2 weeks.  Hopefully this will be done by budget session.

New Business:
Sharon stated that she had reviewed Trustee guidelines, and understands that she now must have all mill levy checks to her as Treasure.  Sharon asked that a Motion be made to have the mill levy to be sent to Sharon Coleman address as provided to Treasure office.  Brent made the motion to have all mill levy checks sent to Sharon directly.  Robin seconded motion.  Motion carried. Sharon will handle the address change with Crook County Treasure.

Transfer of Funds:
Cody is asking a transfer of funds from Trustee Account to General Account for a total of $525,811.55.  Cody would like a transfer of $525,000.00. Question asked why the total amount requested?  Discussion held use now for bills, or hold some monies for management of all Crook County Medical Services District as a whole.  Discussion on management obligations or business backup, as we have a risk of pay off management of catastrophic Illness.  Sharon stated that she in her private business holds some money for accidental.  Robin stated he is in favor of having some monies for major catastrophic.
Question asked to Cody what he could get by with to pay bills down? What can adjusted?   Sharon made motion to move $370,000.00 to General Fund today.  Brent seconded motion.  Motion carried.

Provider contract: Micki is still looking for Moorcroft provider, as the one offered had personal reasons for declining. Current provider which is up for renewal at 3% renewal base increase. Still private provider. Ron Ray to renewal advance for a period of 2 years by Robin Hibbard, second by Brent. Motion carried.

HR Solution Contract: iSolve contact happened rather rapidly, for $4700.00 per month for 6 months. By Robin, seconded by Brent. Motion carried.

Micki reviewed Lab, Radiology, and credit card information. Motion to approve credit cards by Robin. Sharon seconded. Motion carried.

Gifts for employees discussed: Decision to give money for Christmas with a balance of gift after taxed is $100.00 Motion made by Robin, seconded by Brent. Motion carried.

Most of the Trustee's did not review Constitution or ByLaws. We will hopefully have a review next couple of months. Sandy will send what she currently has looked at to Kara for updates. Constitution, ByLaws were last reviewed in 2021. So time is now. Kara will check if we must declare a bank institution for banking.

Next meeting is March 26, 2026 @ 11:00 at Sundance Bank meeting room.

Motion made by Robin to move into Executive meeting for Wyo. State Statute 16.4.405. @ 1:50 PM.

Bank into regular meeting @ 2:08 PM. Motion to adjourn made by Robin@2:11 PM. Sharon seconded motion. Motion carried.

Respectfully submitted.

Sandy Neiman – President
Acting Secretary