

CCMSD Board of Trustees Meeting Minutes



Date: May 28, 2026

Time: 11:00 AM

Location: CCMSD / Remote Participation Sundance State Bank Meeting Room Sundance, WY

Meeting Type: Regular Board Meeting CCMSD Board of Trustees

1. Call to Order

- Meeting called to order at 11:00 A, by Board Chair, Sandy Neiman
- No public attendees; no public comments were presented.

2. Approval of Agenda

Motion: Robin Hibbard motioned to approve the meeting agenda; Brent Fowler seconds the motion.

Result: Motion carried.

3. Approval of Prior Meeting Minutes

Motion: Robin Hibbard motions to approve prior meeting minutes as presented and Brent Fowler seconds the motion.

Result: Motion carried.

4. Audit Presentation (Scott Nelson) See handouts.

Key Highlights:

- **Audit Opinion:** Unmodified (clean opinion) issued April 28, 2026.
- Adoption of **GASB 101** (compensated absences) resulted in ~\$105K adjustment.
- EMR transition (Cerner Support) impacted revenue cycle and collections.
- Major estimates include AR collectability, Medicare cost reports, and liabilities.

Audit Adjustments:

- Increase in AR allowance (~\$350K)
- Net decrease in change in position (~\$757K)

Internal Control Findings:

- Auditor-prepared financials
- Limited segregation of duties due to staffing constraints

5. Financial & Operational Review

Key Operational Highlights: Cody Hartl (CFO)

- Long-term care profitability improving (reduced contract labor)
- Hospital revenue and visits trending upward

- Contract labor decreased to lowest levels in 12+ months
- Accounts receivable decreasing; collections improving
- April net income approximately \$61,000

Financial Approvals

Motion: Robin Hibbard motions to approve financial statements and Brent Fowler seconds the motion.

Result: Motion carried.

Motion: Brent Fowler motions to ratify payroll (\$721,761.67) and Sharon Coleman seconds the motion.

Result: Motion carried.

Board Treasurer Report by Sharon Coleman:

Moorcroft Acct Balance: \$2179.56

Mil Levy: \$58,004.09

Motion: Marlene Edwards motions to approve trustee financials and Robin Hibbard seconds the motion.

Result: Motion carried

CEO Report-Micki Lyons

- Board Training in Sheridan, WY attended by Sandy Neiman and Micki Lyons
- RHTP Funds request to Chip Neiman
- HR Manager hired

OLD BUSINESS

6. Collections & Bad Debt

- \$81,280.48 sent to collections
- \$90,190.47 written off (bad debt / deceased / no probate)
- Total adjustment: ~\$171,470.95

Motion: Marlene Edwards motions to approve collections and bad debt write-off and Brent Fowler seconds the motion.

Result: Motion carried.

NEW BUSINESS

7. Banking Designation

Motion: Brent Fowler motions to Designate Sundance State Bank, and Pinnacle Bank of Moorcroft as financial institutions and Robin Hibbard seconds the motion.

Result: Motion carried.

8. Mill Levy Request

Motion: Robin Hibbard motions to request continuation of three-mill levy from County Commissioners and Brent Fowler seconds the motion.

Result: Motion carried. Board signed copy remains with the minutes.

9. Provider Contracts & Credentialing

- Two provider contracts renewed (rate updates, removal of non-compete clause)
- Medical staff reappointments reviewed and recommended

Motion: Robin Hibbard motions to approve provider contracts and Brent Fowler seconds the motion.

Result: Motion carried.

Motion: Robin Hibbard motions to approve medical staff reappointments and Brent Fowler seconds the motion.

Result: Motion carried.

10. Policy Approval (Patient Record Access)

- Policy aligns with HIPAA and federal patient access rights
- Includes formal request process and limitations (e.g., psychotherapy notes)

Motion: Robin Hibbard motions to approve access to health information policy and Brent Fowler seconds the motion.

Result: Motion carried.

11. Capital Planning & RHTP Funding Request

Capital Priority Order (Board Confirmed):

1. Generator
2. HVAC
3. Roof
4. EMR enhancements
5. Annex (future/undetermined)

Motion: Marlene Edwards motions to submit capital funding request (RHTP proposal) and motion is seconded by Robin Hibbard

Result: Motion carried

12. Budget Review (FY 2026)

Key Assumptions:

- ~\$22.4M projected revenue
- 7% total revenue increase (3% rate + volume growth)
- ~\$177K planned capital expenditures
- Health insurance projected 12% increase

Motion: Robin Hibbard motions to approve FY 2026 budget and Brent Fowler seconds the motion.

Result: Motion carried.

Motion: Marlene Edwards motions to Approve capital funding projects and Robin Hibbard seconds the motion.

Result: Motion carried.

13. Additional Discussion Highlights

- Recruitment efforts improving; focus on reducing travelers
- Increasing Medicaid mix in long-term care
- Legislative concerns around centralization of services
- Grant opportunities under Rural Health Transformation Program (RHTP)

14. Next Meeting

- Scheduled for **June 26, 2026 at 11:00 AM** Sundance State Bank Meeting Room in Sundance WY

15. Executive Session at 1:13p

Motion: Brent Fowler motions for executive session for purposes of discussion, according to Statute 16.4.405 Legal Advice and motion is seconded by Robin Hibbard.

Result: Motion carried

16. Return to Regular session at 2:03p

Minutes are reflecting that the bylaws were reviewed without changes.

Motion by Robin Hibbard to adjourn the meeting and was seconded by Marlene Edwards.
Motion carried and meeting adjourned at 2:05 pm

Respectfully Submitted,

D. Marlene Edwards

CCMSD Board of Trustees Meeting Minutes



Sandy Neiman

Date:

D. Marlene Edwards

Date: