

WESTON COUNTY HEALTH SERVICES  
BOARD OF TRUSTEES MEETING  
February 18, 2016

**Present:** Jill Sellers, President; Georgenna Materi, Secretary of the Board; Barry Peterson, Treasurer; Jimmy Long, Trustee; and Connie James, Trustee via telephone.

**Also Present:** Maureen Cadwell, CEO; Piper Allard, Director of Patient Services; Jim Peck, Attorney; Lynn Moller, CFO; Irma Fouch, Long Term Care Interim Director; Carmen Allison, Director of Home Health/Hospice; Denice Piscioti, Executive Assistant

**Visitors:** Alexis Shultz, News Letter Journal reporter.

**Call to Order:** Jill Sellers called the meeting to order at 6:00 pm.

**Quorum:** Georgenna Materi declared a quorum was present to conduct the business of Weston County Health Services.

**Visitors:** None

**Additions/Changes to the Agenda:** House Bill 0035 Pharmacy Benefit Management Regulation

**GEORGENNA MATERI MADE THE MOTION TO ACCEPT THE CONSENT AGENDA, BARRY PETERSON SECONDED IT AND THE MOTION CARRIED.**

**Finance Committee Report:**

With nothing to report, Barry turned it over to Lynn.

**Financial Report:**

Statistical Report

- In-patient days totaled 273 for the month. We had more inpatient and skilled swing bed days than in prior months which helped our gross patient revenue.
- YTD in-patient days are 89% of budget and 103% of last year's volume.
- Swing bed days are 131% of budget and are 139% of last year.

- OP discharges are 108% of budget and are 112% of last year at this time.
- ER is 109% of last year and 112% of budget.
- PT visits are 110% of budget and 113% of last year.
- OT visits were 156 for the month, up 6 from the prior month.

#### Income Statement

- Year to Date Patient Revenue is 12.6% over the budgeted amount.
- Expenses are 9.2% over budget for the year.
- Net income for the month is a positive \$131,467. For the year, net income is a positive \$209,623.
- One item contributing to the high net income for the month was a large amount of property tax revenue.

#### Balance sheet

- Accounts Receivable increased by \$142,929 which increased the days in A/R by about 1.6.

#### Cash Flow Statement

- Net cash flow decreased by \$21,895 during January.

#### Graphs

- Acute and Swing Bed days 273.
- Days in A/R, 88.99.

#### Retail Pharmacy

- During January 1525 scripts were filled, up by three from December.
- Revenue for the month was up compared to the prior month's total of \$100,021; \$124,690 in revenue was recorded in January.

#### **Medical Staff Report:**

Dr. Chuck Franklin reported just returned from a mission trip to Honduras. At the medical staff meeting the new Nurse Practitioner from Regional Clinic was introduced. Questions were answered about the construction project at the monthly meeting.

#### **CEO Report:**

- **Building Project Update-** Wednesday, Feb. 18<sup>th</sup> full approval was received from the Department of Health for the construction project. Dirt is dug up all around the facility with preparation being made for enclosing the west side and built up. When that is finished, construction will begin in the inside which will put the hospital down to eight patient rooms. When that is

finished and approval has been given, ten rooms will be available for patients. The goal is still August for completion on the hospital side; the nursing home construction should be finished in July. However, the new spaces will not be able to be used until the final inspection and approval of the Wyoming Department of Health. Relocating the internal staff first so they can begin demoing the other areas. We have a construction meeting every two weeks to stay updated. Equipment that is needed has been broken down by phases, so we don't have to buy it all at once. We have budgeted \$933,117 and currently are under budget at \$718,657. When the facility is way finding, updated internal signage will be needed. Maureen is getting quotes from several companies including the Newcastle High School with their etching machinery. Data will be starting to be collected on external signage that will be needed.

- **Billings Clinic Update-** For the most part we are in the same place we have been. They did bring a new staff member who is positive that we will see a change.
- **Real Estate Purchase Update-** The purchase is complete. The house was left clean and only a few repairs are needed. Materials will be getting together a list for furnishings. A tenant agreement will be ready for traveling staff that utilize the house.

**CFO Report:** The business office is in the midst of getting the new budgeting software ready to go. It will be used for the 2017 fiscal budget; a draft will be available in April.

**Quality Report:** This month all of the department managers are reviewing the survey results shared with the board in January. Each one will be pick one project to work on beginning with employee meetings.

**Acute Care:** Inpatient services and the emergency room have been very busy. Typically there have been 10 to 12 patients, however with construction the number of beds will lower. Intermediate swing beds are being relocated to other facilities for the time being. Extra staff has been needed this week for the ER.

**Human Resources:** We have a large group of new staff coming next week, which also means we have started the process of downsizing all the travelers in the Manor. Earlier this Julie sent in the application to get the C.N.A. class back, it was

approved today. The new DON is looking to be here at the end of March. Also, three C.N.A.'s went to C.N.A. II class and received their certifications.

**Long Term Care:** The State of Wyoming survey went well. Staff did a wonderful job. The report is not back yet. All in all they were pleased. The floor in the dining room will need to be replaced due to loose tiles, which was already in the plan with the construction however it may need to be done sooner than originally anticipated. The new staffing tiers are appreciated. Irma expressed she felt the benefits will be seen down the road.

**Home Health:** Staying busy, still working through the weekends.

**Old Business:**

- **Joint Board Meeting-** Is still on hold.

**New Business:**

- **Medical Staff Credentialing:** Edward Zimmerman, MD; Ann Thedieck, MD; Jason Whaley, PA-C

**BARRY PETERSON MADE THE MOTION TO APPROVE THE CREDENTIALING OF DR. ZIMMERMAN, DR. THEDIECK AND JASON WHALEY, JIMMY LONG SECONDED IT AND THE MOTION PASSED.**

**GEORGENNA MATER I MADE THE MOTION TO APPROVE PAYING THE CONSTRUCTION APPLICATION OF \$533,246.32, JIMMY LONG SECONDED AND THE MOTION CARRIED.**

**GEORGENNA MATER I MADE THE MOTION TO APPROVE THE AUDIT BARRY PETERSON SECONDED AND THE MOTION CARRIED.**

- **House Bill 0035 Pharmacy Benefit Management Regulation:** Jimmy Long reported the bill has been read twice in the house and encouraged others to reach out to their representatives in favor of bill. From his understanding this will help the pharmacies be able to get the adjustment when a drug price is raised, now the contracted insurance companies only pay the negotiated fee, but not when the price goes up. The bill will help resolve the issue.

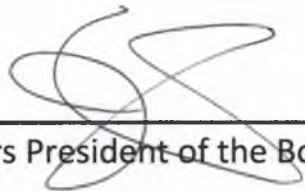
**ITEMS FOR THE FUTURE:**

- WCHS Health Fair Blood draw in Upton March 31st
- WCHS Health Fair Blood draw in Newcastle April 1<sup>st</sup> and 2<sup>nd</sup>
- WCHS Health Fair April 16, 2016
- WCHS Board Election May 3, 2016
- WHA Board Education May 19, 2016 in Cody, WY
- WCHS Community Picnic July 9, 2016
- WHA & Leading Age Annual Convention September 6<sup>th</sup>-8<sup>th</sup> in Cheyenne

**AT 6:48 PM GEORGENNA MATERI MADE THE MOTION TO GO ITO EXECUTIVE SESSION FOR QUALITY REPORT, JIMMY LONG SECONDED MOTION PASSED.**

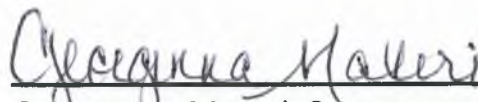
Executive Session ended at 7:04 PM.

**GEORGENNA MATERI MADE THE MOTION TO ADJOURN THE MEETING AT 7:04 PM BARRY PETERSON SECONDED MOTION CARRIED.**



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Jill Sellers President of the Board



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Georgenna Mater, Secretary of the Board