

WESTON COUNTY HEALTH SERVICES
BOARD OF TRUSTEES MEETING
June 20, 2019

Present: Connie James, Chairman; Georgenna Materi, Secretary; LeAnn Kenagy, Treasurer; Mike Ratigan, Trustee; Ashley Tupper, Trustee

Also Present: Maureen Cadwell, Chief Executive Officer; Thomas Worsley, Regional Health Spearfish Market President; Jim Peck, Attorney; Julie Sindlinger, Director of Human Resources; Kelly Page, In Home Services Manager.

Visitors: Alexis Barker

Call to Order: Georgenna Materi called the meeting to order at 6:00 pm.

Quorum: Quorum was declared to conduct the business of Weston County Health Services.

Visitors Comments: None

Additions/Changes to the Agenda: None

CONNIE JAMES MADE THE MOTION TO ACCEPT THE CONSENT AGENDA MIKE RATIGAN SECONDED AND THE MOTION CARRIED.

LEANN KENAGY MADE THE MOTION TO NOMINATE CONNIE JAMES AS CHAIRMAN OF THE BOARD OF TRUSTEES MIKE RATIGAN SECONDED AND THE MOTION CARRIED.

MIKE RATIGAN MADE THE MOTION TO NOMINATE GEORGENNA MATERI AS SECRETARY OF THE BOARD OF TRUSTEES LEANN KENAGY SECONDED AND THE MOTION CARRIED.

CONNIE JAMES MADE THE MOTION TO NOMINATE LEANN KENAGY AS TREASURER OF THE BOARD OF TRUSTEES GEORGENNA MATERI SECONDED AND THE MOTION CARRIED.

Committee Structure: Quality – LeAnn Kenagy and Ashley Tupper; Foundation – Georgenna Materi & Mike Ratigan; Finance – LeAnn Kenagy and Jeff Virchow

Strategic Initiatives

- 1. Financial** – During the month of May there was a good patient mix – 20% in-patient, 43% skilled and 37% intermediate swing bed. Year to date in-patient days are 164% of budget and 170% of last year's volume. Swing bed days are 80% of budget and 81% of last year. ER is 104% of budget and 106% of last year. PT visits are 108% of budget and 107% of last year with OT visits down by 41 compared to the previous month. There was a negative net income in June with a net loss of \$369,157. Accounts receivable were lower at 8% from last month and lower than this time last year. In May there was a negative cash flow of \$499,954.

GEORGENNA MATERI MADE A MOTION TO APPROVE THE FINAL BUDGET FOR 2020, MIKE RATIGAN SECONDED AND THE MOTION CARRIED.

MIKE RATIGAN MADE A MOTION TO EXTEND THE LINE OF CREDIT AT FIRST STATE BANK FOR ONE YEAR LEANN KENAGY SECONDED AND THE MOTION CARRIED.

MIKE RATIGAN MADE THE MOTION TO ACCEPT THE CERNER AGREEMENT FOR \$75,188 ASHLEY TUPPER SECONDED AND THE MOTION CARRIED.

Quality

- 1. Medical Staff Credentialing** – None this month
- 2. Medical Staff Report** – There was a follow up with wound care at the Manor. The nursing home report is there is a C.N.A. class going on right now. The Annual Survey reports were given. Denise McCord from Yellowstone Insurance Exchange gave a presentation on informed consent and guidelines for policies.
- 3. Quality Report** – JoAnn didn't have anything to report and will also be absent at the July meeting. August the committee will start and the report will be during that month's meeting.
- 4. Service Excellence** – On June 4th and 5th the Year II Workshop Advisor training was held along with the graduation. An organizational meeting with the SEA's was held to determine who was going to be teaching what workshops and when. The Year II pilot workshops for the entire facility will be September 9th through the 20th. Michael will be back on July 30th and 31st for the Managers Effectiveness Team training, the OASIS team launches and on the last day there will be A Secrets of Conflict Management workshop. The SEC and Do It project meetings continue monthly. Huddles and Service Recovery continues.
- 5. Work Comp and Employee Drug Testing** – It is a part of our employment process, on boarding and ongoing. The point behind this is to prevent accidents, absenteeism, theft and productivity. According to the National Institute of Drug Abuse, 70% of illicit drug users are still employed. Many companies have policies but they are not as effective as they need to be. Healthcare has the second highest drug positivity rate. Wyoming and South Dakota is number one in the Nation for most drug arrests per capita. WCHS does a drug test pre-employment. Drug and alcohol testing is done on employees randomly and for suspicious circumstances. The policy states WCHS tests a minimum of 20% annually of safety sensitive staff. Immediate termination is the consequence for a positive drug test.
- 6. EMR** – Is progressing. The second post live visit is coming up July 16th. We are gathering information for them.

MIKE RATIGAN MADE A MOTION TO GO INTO EXECUTIVE SESSION AT 7:13 PM FOR PERSONNEL LEANN KENAGY SECONDED AND THE MOTION PASSED.

Executive Session ended at 8:00 PM.

LEANN KENAGY MADE A MOTION TO ADJOURN THE MEETING AT 8:00 PM JEFF VIRCHOW
SECONDED AND THE MOTION PASSED.

Connie James

Connie James, President

Georgenna Materi

Georgenna Materi, Secretary