

**WESTON COUNTY HOSPITAL DISTRICT
BOARD OF TRUSTEES MEETING
February 16, 2023**

Present: LeAnn Kenagy, President; Jamie Farnsworth, Secretary; Karen Drost, Treasurer; Connie James, Trustee; Nick Johnson, Trustee; Dorothy Briggs, Trustee; Ann Slagle, Trustee

Also Present: Piper Allard, Interim Chief Executive Officer; Allison Gee, Lubnau Law Office (via Zoom); Piper Kim Scharf, Quality Director; Charlie Turner, Director of Human Resources; Carmen Allison, Director of Home Health; Angie Phillips, Director of Patient Care; Amber Ward; Director of Long Term Care (via Zoom); Melissa Thomas; Assistant Director of Long Term Care; Liz Zapp, Accounting Manager; Denice Piscioti, Executive Assistant

Visitors: Alexis Barker, NLJ; Denise Feist, Nakala Liggett, Heather Boyer, Lisa Weir, Deanna Makowski, Jessie Bainer, Lola Shumake, Dr. Regg Hagge, Megan Sams, Roxy Weeg, Amy Benson, Kim Lovejoy (via Zoom)

Call to Order: LeAnn Kenagy called the meeting to order at 5:38 pm.

Quorum: Jamie Farnsworth declared a quorum to conduct the business of Weston County Hospital District.

Comments: Jessie Bainer, read a letter to the board from the WCHS Manor Staff about their leadership. They stated Amber's absences are not a problem for them. She is reachable by phone and email going above and beyond while she is out of the building. She never asks for her staff what she is not willing to do herself. She is both respectful and considerate of the staff's personal lives. They feel comfortable with approaching Amber. The atmosphere is the most cohesive it has been in years. Appreciation for Amber's leadership she has created with the addition of Melissa Ward was stated several times.

Additions/Changes to the Agenda: None

KAREN DROST MADE THE MOTION TO APPROVE THE CONSENT AGENDA JAMIE FARNSWORTH SECONDED AND THE MOTION CARRIED.

- **Financial** - In-patient days totaled 205 for the month. Patient mix was 14% in-patient, 55% Skilled and 31% Intermediate Swing Bed. Year-To-Date In-patient days are 66% of budget and 52% of last year's volume. YTD Swing bed days are 106% of budget and are 93% of last year. YTD ER visits are 114% of budget and 110% of the prior year. YTD Lab Procedures are 123% of budget and 86% of last year. YTD Radiology Exams are 106% of budget and 92% of last year. YTD PT visits are 106% of budget and 96% of last year. YTD OT visits were 83% of budget and 100% of last year. YTD Home Health Visits were 102% of budget and 96% of last year. YTD Manor Days were 86% of budget and 95% of last year. YTD Clinic Visits were 256% of budget and 102 % of last year. Income Statement

Operating Income was a gain of \$57,624 for the month and a loss of (\$2,201,416) for the year. Depreciation expense year to date was \$779,512. YTD-Operating EBIDA- (\$1,421,904). Net Income was positive for January \$350,837. YTD was a negative, (\$961,586). YTD-Total EIBDA (\$182,074). Accounts Receivable increased from last month, \$212,216 and is lower than this time last year by (\$544,474). This month we experienced an increased cash flow of \$192,481. The changes in cash flow mainly is contributed to the following: AR increasing \$212,216. AP decreasing \$20,966. Operating gain in January of \$57,624. Acute and Swing Bed days 205. Days in A/R decreased from prior month to 60.26. During January, Retail Pharmacy filled 4,818 scripts and was an increase of 250 from December. Operating Revenue increased this month compared to the prior month's total. Retail Pharmacy revenue was \$383,607 for the month and budgeted for \$355,233 this month. Operating Income for the month was a gain of \$124,322 and YTD income was a gain of \$204,767.

ARPA Grant agreements sent to the attorney to review. Questions will be sent to the architect on the Upton clinic. The drawings on the Newcastle clinic have been received and will be looked over soon. Ron has been talking with architect on the Oxygen project. The biggest question is where to place the tank.

FEMA grant was received on January 20, 2023, for \$251,000.

Sage INTACT is going to hold off implementation until there is an accurate account of all the expenses that will occur. There are potential substantial costs with integration of the program with UKG and EPIC. Once all parties have been consulted, the total costs will be brought to the trustees for consideration. The contract with Meditech will be coming up next month. The increase will be \$800 a month.

Last month, the board approved transfer money in WYO Star for the higher interest rate. First State Bank said they would match the WYO Star rate with their money market account, so the money stays here locally. They also discussed CD rates with Liz.

CONNIE JAMES MADE THE MOTION TO STAY WITH FIRST STATE BANK WITH THE PROPOSED INTEREST RATE KAREN DROST SECONDED AND THE MOTION PASSED.

KAREN DROST MADE THE MOTION TO PUT \$2 MILL IN A ONE YEAR CD LOCALLY AND \$2 MILL IN MONEY MARKET CONNIE JAMES SECONDED AND THE MOTION PASSED.

Quality

1. Medical Staff Credentialing –

NICK JOHNSON MADE THE MOTION TO APPROVE MEDICALL STAFF CREDINTIALLING OF JOEL BRINK, MD; EMMETT MCELENEY, MD; SHANNON BALLARD, PA-C; LEO PATRICK FLYNN, MD;

MICHAEL CARPENTER, PA-C; BRIAN BAXTER, MD; CHARLES VOIGHT, MD; DOROTHY BRIGGS SECONDED AND MOTION PASSED.

- 1. Medical Staff Report – 44** – Pharmacy talked about the national shortage of Albuterol – just nebulizers not inhalers. The Nursing Home report was a census of 39. COVID transmission is high in the community right now. There is a GI bug at Manor. New RN received her license at Home Health. Lisa Jackson from Campbell County with Business Development can help us with any business needs. PT orders upper body can be possibly be transferred to OT. Chuck Franklin President and Sara Bybee vice president.
- 2. Quality Report – 7 temp staff** – one in Radiology, three CNAs, one LPN and one RN in Long Term Care and one in lab. CAH seeing COVID again in the community have had a couple of hospitalizations. ED wait time looking good – the average from arrival to discharge is 111 minutes, arrival to transfer was 131 minutes and arrival to decision to transfer was 70 minutes. Monument is still on divert we have been sending many to Wyoming Medical Center. Joy still working 340B. Enrolled for hospital and nursing home must wait for the clinic until next cost report. Newcastle clinic needs to Provider Base designation and will be after upgrades. Quality committee at Manor falls reported in ActionCue. Complete explanations on falls will be reported from Manor Administration. Helps the trustees make better decisions.

CEO description is being looked at through by Allison. It will be given to Charlie to review. Would like the description completed prior to hiring a new CEO. Suggestion is for the Governance Committee to look at this and work with Monument. Currently Monument is working on the process and will forward to WCHS when ready. Allison will review offer and management agreement.

Discussion was held on which Audit Firm to hire for audits and cost report quotes. Finance Committee will review and evaluate.

KAREN DROST MADE THE MOTION TO HAVE THE FINANCIAL MATTER BE EVALUATED BY THE FINANCE COMMITTEE DOROTHY BRIGGS SECONDED AND THE MOTION CARRIED.

Foundation committee report. The committee would like to make an honorary member of Dr. Franz. Free webinar on creating a board that makes money was discussed.

CONNIE JAMES MADE THE MOTION TO GO INTO EXECUTIVE SESSION AT 7:03 PM FOR PERSONNEL. NICK JOHNSON SECONDED AND THE MOTION CARRIED.

Public session resumed at 8:45 pm

ANN SLAGLE MADE THE MOTION TO APPROVE THE PAYMENTS TO MONUMENT HEALTH REFLECTED IN THE LETTER DISCUSSED DURING EXECUTIVE SESSION. CONNIE JAMES SECONDED THE MOTION AND IT CARRIED.

KAREN DROST MADE A MOTION TO MOVE THE REGULAR BOARD MEETING FROM MARCH 16TH TO MARCH 9TH AT 5:30 PM. NICK JOHNSON SECONDED THE MOTION AND IT WAS UNANIMOUSLY APPROVED.

ANN SLAGEL MADE A MOTION TO ADJOURN AT 8:55 PM NICK JOHNSON SECONDED AND MOTION PASSED.

LeAnn Kenagy, President

Jamie Farnsworth, Secretary