

WESTON COUNTY HEALTH SERVICES
BOARD OF TRUSTEES MEETING
December 20, 2018

Present: Connie James, Trustee; Jeff Virchow, Trustee; Jimmy Long, President of the Board (via telephone)

Also Present: Maureen Cadwell, CEO; Jim Peck, Attorney; JoAnn Farnsworth Quality Director; Kelly Page, In-Home Services Manager; Denice Piscioti, Executive Assistant

Visitors: None

Call to Order: Jimmy Long called the meeting to order at 6:00 pm.

Quorum: Connie James declared a quorum was present 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 RESIGNATION OF TRAVIS COCHRAN, JEFF VIRCHOW SECONDED AND THE MOTION CARRIED.

CONNIE JAMES MADE THE MOTION TO ADVERTISE THE OPEN BOARD POSITION THE SECOND AND FOURTH WEEKS IN JANUARY IN BOTH COUNTY NEWSPAPERS WITH APPLICATIONS DUE BY FEBRUARY 8, 2019, JEFF VIRCHOW SECONDED AND THE MOTION CARRIED.

Strategic Initiatives

- **Financial** – The statistics are not able to be retrieved from the Epic system yet. Year-to-date revenue has exceeded budget by almost \$300,000 gross revenue. The net patient revenue is also above budget by \$311,000. Operating Revenue is above budget by \$545,000. In November there was lower revenue so there was a loss however there was a substantial net income. Year-to-date WCHS is at \$646,932 which is over budget at \$298,072 to the good. Cerner and Epic are being tracked separately so we can track where we are with each. On the cost report the facility had to pay back almost \$600,000. It was good because the revenues increasing and costs decreased along with less intermediate swing beds in the hospital but we have to pay back money. Several large bills with the implementation hit at the same time.

JEFF VIRCHOW MADE THE MOTION FOR OFFICAL APPROVAL TO CASH A CD AND OBTAIN A LINE OF CREDIT CONNIE JAMES SECONDED AND THE MOTION CARRIED.

**CONNIE JAMES MADE THE MOTION TO APPROVE THE QUOTE OF \$13,500 FOR THE MAG VIEW
JEFF VIRCHOW SECONDED AND THE MOTION CARRIED.**

- **Quality**
 1. **Medical Staff Report** – The backup radiologist for Dakota Radiologist have changed from VRad to Real Radiology. Dr. Hagge did bring up concern about Ultrasound coverage. The plan is to have another tech for that soon. The request was made for the Foundation to purchase a Bili-blanket. The medical staff is scheduled to do their Service Excellence training at the Medical Staff meeting in January.
 2. **Quality Report** – None
- **Service Excellence** – We had a 99% attendance rate at the workshops. At the end of December we will have our first new hire training. 132 evaluations were turned in. 102 rated the training a 5 as valuable, 20 rated it at 4, 3 rated it at 3. There were no 0's or 1's. The few remaining people did not circle an answer. On comment was, "It is always encouraging when we meet to make positive change." Another was, "Great content it will really help our organization to become a better provider." Several staff members are going to attend the HCSEC 2019 at St. Pete's Beach in Florida February 11-13, 2019. The three SEA's that are going were picked from the evaluation form comments and voting among the SEA's themselves. Two different grants from the State of Wyoming will be applied for to send the five staff members, Maureen and one board member. A Service Excellence video was made to submit for the conference. Alysha Engle's Newcastle High School class came to the facility and filmed a video and put it together for submission for a contest for at the conference. The next step is continuing Service Excellence education. The Care Standards Oasis team is working on implementing the board approved standards. The On Boarding Oasis team has implemented new hire training and continuing with new ideas. The Awards and Recognition Oasis team is getting feedback from the staff on changing awards and different things. We just had the Do-It Training which the staff is working on 1% changes the staff wants to make in each department. The SEA's and the Managers are working together on the Do-It meetings. Organizational items were what many departments decided to work on first. At the end of February there will be an accountability audit for our first year of Service Excellence.
- **Building Project** – We have started using the two new patient rooms since the floors are complete. The kitchen floor will be finished soon.
- **EMR** – We are getting patients signed up with MyChart – the online patient portal.
- **Mammography** – The machine is operational, once the Mag Viewer is installed, volunteer practice patients for scanned then they will be ready to submit what is needed for their certification.
- **Resident Smoking** – Jimmy Long attended the Resident Council meeting to talk about the policy wasn't changed just being enforced. He reminded the residents they had all signed the policy when they began living at the facility. The President of the Board

explained all the board members unanimously agreed to not have smoking on the property. At the end, he noted there were more people for the non-smoking policy than were against it. Diane Palu-McArthur, Director of Nursing for the nursing home, explained the rules to the residents stating in bad weather they would be assessed before they were allowed to go outside. Several times she offered help with cessation. All in all, Long felt it ended positively.

JEFF VIRCHOW MADE A MOTION TO ELECT CONNIE JAMES AS TREASURER, JIMMY LONG SECONDED AND THE MOTION PASSED.

JEFF VIRCHOW MADE A MOTION TO ADJOURN THE MEETING AT 6:44 PM. SECONDED BY JIMMY LONG SECONDED AND THE MOTION PASSED.

Approved by the Board of Trustees January 17, 2019

Jimmy Long, President

Georgenna Materi, Secretary