

WESTON COUNTY HEALTH SERVICES  
BOARD OF TRUSTEES MEETING  
December 21, 2017

**Present:** Jimmy Long, President of the Board; Barry Peterson, Treasurer; Travis Cochran, Trustee;

**Also Present:** Maureen Cadwell, CEO; Thomas Worsley, Regional Health Interim Spearfish Market President; Jim Peck, Attorney; Lynn Moller, CFO; JoAnn Farnsworth, Quality Director; Diane Palu-McArthur, Long Term Care Director; Denice Piscioti, Executive Assistant

**Visitors:** Alexis Barker, News Letter Journal;

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

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

**Visitors Comments:** Thomas Worsley was introduced as the Interim Regional Health Spearfish Market President.

**Additions/Changes to the Agenda:** Two additional items under Financial – quote for two updated computers for lab equipment and FTE approval for Occupational Therapist.

**BARRY PETERSON MADE THE MOTION TO APPROVE THE CONSENT AGENDA TRAVIS COCHRAN SECONDED AND THE MOTION CARRIED.**

**Strategic Initiatives**

- **Financial** – There were 187 inpatient days for the month of November which was down from 244 the month before. Most of the other statistics were in a percentage or half a percentage of where they are usually except for OT which was down. On the income side even though inpatient days were down there was a positive \$7,379 for the month however we are still at a negative \$33,337 for the fiscal year. The problem with the Home Health billing with the VA has improved. There is still a lot of staffing agency fees even though there aren't as many travelers right now because it takes a few months to process those. There was a net income of interest from bonds and CDs of \$119,000. The Cost Report was filed Nov. 30, 2017 and the reimbursement at this point is \$631,000 which is much larger than it has been in the past due to the reallocation of space from the Building Project. There is a positive cash flow of \$48,947. Retail Pharmacy filled 1897 with revenue of \$160,414.

**BARRY PETERSON MADE THE MOTION TO APPROVE THE CONSTRUCTION PAY APPLICATION TO SCULL OF \$135,614.08 TRAVIS COCHRAN SECONDED AND THE MOTION CARRIED.**

**TRAVIS COCHRAN MADE THE MOTION ADOPT MEDITECH AS THE ERP PRODUCT WITH THE EPIC EMR SYSTEM BARRY PETERSON SECONDED AND THE MOTION CARRIED.**

**TRAVIS COCHRAN MADE THE MOTION TO PAY FOR THE COST OF PUTTING A DOORWAY BETWEEN THE TWO RENTED SPACES AT 725 WASHINGTON BLVD. BARRY PETERSON SECONDED AND THE MOTION CARRIED.**

**TRAVIS COCHRAN MOVED TO TABLE THE DISCUSSION ON COMPUTER UPGRADES FOR THE LAB UNTIL THE JANUARY BOARD MEETING BARRY PETERSON SECONDED AND THE MOTION CARRIED.**

**BARRY PETERSON MADE THE MOTION TO APPROVE THE FULL TIME OCCUPATIONAL THERAPY FTE POSITION TRAVIS COCHRAN SECONDED AND THE MOTION CARRIED.**

### **Quality**

**BARRY PETERSON MADE THE MOTION TO APPROVE THE MEDICAL CREDENTIALING OF JEFFERY ANDERSON, OBGYN AND PATRICK GLEASON, NURSE PRACTITIONER TRAVIS COCHRAN SECONDED AND THE MOTION CARRIED.**

**Medical Staff Report** – Representatives from Primerose in Gillette visited with the providers. The new ultrasound procedures available in the radiology department were explained to the physicians and education was given on what they need to do to order those tests. Behavior health and what to prescribe was a topic of discussion with Cheyenne Regional Health via telemedicine. Protocols were also a topic during the meeting in November.

**Manor Admissions** – Weston County Manor’s license was increased to 58 beds from 54 beds as of December 15<sup>th</sup>. The process for admitting new residents was explained and begins with the waiting list for individuals which is reviewed weekly including their medical information and if needed visiting them at another facility. Sometimes Maureen explained visiting gives a better perspective of their needs more than just reviewing their charts. This gives the staff a better idea of what the needs of the potential resident are and if WC Manor is able to meet them. There is both an active and inactive list that are fluid with the individuals given the choice of where they need to be.

**Building Project** – Phase C continues and at the most recent Building Project meeting the best estimate is at this point is the end of February. We have tentatively scheduled for the Department of Health to come in the first part of January to do an inspection in the above ceiling in the southwest corner. The flooring will begin at the end of December into the first week of January followed by painting and case work so it is all coming together.

**TRAVIS COCHRAN MADE THE MOTION TO APPROVE \$60,000 FOR THE BUILDING PROJECT CONTINGENCY FUND BARRY PETERSON SECONDED AND THE MOTION PASSED.**

**Retail Pharmacy-** Is busy with flu season. The Board of Pharmacy visited and there are just a couple of things to look at in the future.

**AT 6:42 PM BARRY PETERSON MADE THE MOTION TO GO INTO EXECUTIVE SESSION FOR ATTORNEY CLIENT COMMUNICATION TRAVIS COCHRAN SECONDED AND MOTION PASSED.**

**BARRY PETERSON MADE A MOTION TO ADJOURN THE MEETING AT 7:30 PM, TRAVIS COCHRAN SECONDED AND MOTION PASSED.**

**Approved by the Board of Trustees January 18, 2018**

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Jimmy Long, President

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Georgenna Materi, Secretary