

WESTON COUNTY HEALTH SERVICES
BOARD OF TRUSTEES MEETING
January 19, 2017

Present: Jimmy Long, President of the Board; Georgenna Materi, Secretary; Barry Peterson, Treasurer; Connie James, Trustee; and Travis Cochran, Trustee.

Also Present: Maureen Cadwell, CEO; Lynn Moller, CFO; Kyle Richard, Regional Hills Market President; Piper Allard, Director of Patient Services; JoAnn Farnsworth, Quality Director; Diane Palu-McArthur, Long Term Care Director; Denice Piscioti, Executive Assistant

Visitors: None

Call to Order: Jimmy Long called the meeting to order at 5:59 pm.

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

Visitors Comments: None

Additions/Changes to the Agenda: None

BARRY PETERSON MADE THE MOTION TO ACCEPT THE WESTON COUNTY HEALTH SERVICES CONSENT AGENDA TRAVIS COCHRAN SECONDED AND THE MOTION CARRIED.

Strategic Initiatives

- **Financial** – WCHS has not written off bad debt in several months. Once bad debt is written off it goes to collections, when it is collected it then is listed on the books as bad debt recovery. Also, when bad debt is written off it reduces the allowance for bad debt and it needs to be replenished to make up for future bad debt. \$93,042 was collected from sales tax to repay the bonds. There was also a district income of almost \$175,000.

GEORGENNA MATERI MADE THE MOTION TO APPROVE PAYING THE CONSTRUCTION PAY APPLICATION TO SCULL OF \$402,419.56 CONNIE JAMES SECONDED AND THE MOTION CARRIED.

TRAVIS COCHRAN MADE THE MOTION TO APPROVE TO WRITE A HELMSEY GRANT FOR \$400,000 AND AGREE TO CONTRIBUTE \$80,000 EXPENDITURE FOR A 64 SLICE CTSCAN UPGRADE BARRY PETERSON SECONDED AND THE MOTION CARRIED.

Quality

Medical Staff Report –The date was changed from the second Tuesday to the fourth Tuesday, which will begin on January 24th with the Joint Board of Trustees and Medical Staff meeting. There will be a report next month from that meeting.

Manor Isolation – Diane Palu-McArthur reported to the board there were 28 residents has GI symptoms lasting 24 to 48 hours with two possible repeats and 14 staff members with the same symptoms which resulted in putting the Manor in isolation. It began on Dec. 30· 2016 with three residents; four more people were affected the following day. After the holiday, Infection Control realized we were in an outbreak situation

so on January 2, 2017 we communicated with the families via email, radio and Facebook that we were asking for no visitors until further notice. The infection disease at the Wyoming Department of Health was notified along with the County Public Health, the Aging Division and Ombudsman. The Wyoming Center for Disease Control guideline was followed. On January 4th the determination was made to have the residents stay in their rooms to try to keep it from spreading. A complete clean down was done as well. On January 12th residents were able to come out of their rooms unless they were symptomatic. On the 16th visitors were invited back in.

Quality Report – The lowest score on the results from the Therapy Patient Surveys was the privacy issue which will be resolved when the department is remodeled in the next phase of construction. There were also noted complaints about the temperature due to construction. On the Emergency Room Surveys, the highest percent of the strongly disagree was on the doctor/provider was skilled at procedure or service provided. We will continue to work on that. No clues were given in the comments to those who responded that way. In the Laboratory, two people strongly disagreed that the procedure was performed with minimal discomfort. They are a lot higher than they have been in the past. With X-Ray and Ultrasound one person strongly disagreed that the procedure was performed with minimal discomfort. Ultrasound scores were excellent. On the Outpatient Survey it was noted that scheduling an appointment was difficult however it cannot be pinpointed to which area it was directed. Outpatient treatment received excellent scores. The areas of concern will be looked into. On the HCAPS there was a decline on how often the hospital described side effects of medication. We are going to be looking at more discharge planning and discharge education.

Building Project – Maureen Cadwell summarized the finances of the building project announcing WCHS had just been approved for a \$1,000,000 grant through the Wyoming State Land and Investment Board. After calculating all the sources of money to pay for the project it is estimated the facility will be responsible for \$3,500,000. On January 12th there was a final inspection by the Wyoming Department of Health for the remaining construction areas of phase A. Pat Davis the inspector wrote down 15 items that need to be corrected before the new spaces can be moved into. Phase B has begun in the section across from the entry. The first priority will be moving the kitchen upstairs which will allow for Therapy to move downstairs. Also, after the kitchen is upstairs they can build a hallway for the residents to go into the new dining area to eat and they will work on the old dining room. The lab is scheduled to move the week of Jan. 30th because of the equipment the vendors need to come in and move them. Staff from Billings Clinic will be here to make sure all the equipment works together like it is supposed to. On Feb. 3rd the company will be here to certify our hoods and the air exchange in the anti-air rooms in the Pharmacy. Then we will concentrate on moving everything else. The retail pharmacy will be last because they need to provide a month's notice of the new address.

Billings EMR- The executive call this month went well. They have been accommodating with our moves. Regional Health has been working on a quote to get interface done for Epic so the physicians can get updates electronically. The quote they sent to us is about \$52,000 it has been approved because Regional Health is paying for it.

Retail Pharmacy- Six months into the fiscal year the actual is negative \$63,516. Through January and April it is estimated to be about \$106,000 and continue to move in the same direction as last year.

Strategic Planning Sessions – We have had a couple of sessions in Newcastle with a couple of different groups – AARP and the Newcastle Area Chamber of Commerce. On Feb. 9th there will be a session with the Upton Chamber of Commerce. We have received good feedback and a few ideas. We will meet with staff and managers and then we will bring it back to you probably in April.

AT 6:50 PM CONNIE JAMES MADE THE MOTION TO GO INTO EXECUTIVE SESSION. BARRY PETERSON SECONDED AND MOTION PASSED.

AT 7:37 PM GEORGENNA MATERİ MADE THE MOTION TO AJOURN THE MEETING CONNIE JAMES SECONDED AND MOTION PASSED.

Approved by the Board of Trustees February 16, 2017

Jimmy Long, President

Georgenna Materi, Secretary