

WESTON COUNTY HEALTH SERVICES  
BOARD OF TRUSTEES MEETING  
March 15, 2018

**Present:** Jimmy Long, President of the Board; Georgenna Materi, Secretary (telephonic); Barry Peterson, Treasurer; Travis Cochran, Trustee; Connie James, Trustee

**Also Present:** Maureen Cadwell, CEO; Thomas Worsley, Regional Health Interim Spearfish Market President; Jim Peck, Attorney; Lynn Moller, CFO; JoAnn Farnsworth, Quality Director; Daniela Gerard, MD; Denice Piscioti, Executive Assistant

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

**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:** Jeff Virchow introduced himself as a candidate for the Hospital District Board election.

**Additions/Changes to the Agenda:** Under Quality we need to add Nursing Home Survey and Home Health Survey, Under Other Reports Custom Learning Systems Proposal, Bank Signature Changes and Road Work Information.

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

**Strategic Initiatives**

- **Financial** – In the month of February there were 140 in-patient days total, even though the number was low the type of patients brought in good revenue. In-patient and swing bed days are lower compared to budget and last year. ER visits are at 95 % of budget and 104% compared to the prior year. PT is 87% of budget and 99% of 2017. There were 115 OT visits which are down by 32. The net income was positive in the current month with a net income of \$104,522 with a positive year to date of \$358,438. Accounts receivable increased during the month. In February there was a positive cash flow of \$402,949. The cost report settlement and an interim cost settlement totaled approximately \$805,000 from Medicare. 1817 prescriptions were filled in the retail pharmacy totally \$122,959 in revenue for the month of February.

**BARRY PETERSON MADE THE MOTION TO APPROVE THE CONSTRUCTION PAY APPLICATION TO SCULL OF \$442,577.58 TRAVIS COCHRAN SECONDED AND THE MOTION CARRIED.**

## Quality

**Medical Staff Report** – The building project was discussed. Dr. White the Radiologist who regularly reads the reports attended the meeting. Several different screenings were talked about along with when insurance pays and when it does not pay. IT visited with the physicians about a new policy for remote access.

**Quality Report** – The survey reports will be given in April. We have begun working with Custom Learning Systems to help improve our HCAHPS scores.

The Wyoming Department of Health inspected the nursing home in the middle of March. It was a very good survey. The team of inspectors was very complimentary of the staff and facility. There were four Federal tags, one state tag and two building tags. The first one was in resident rights stating the survey results need to be available for the residents to see. And the new regulations state the last three surveys need to be accessible. Another new regulation is the bed hold policy needs to be given to the patient if they are sent to a hospital or anywhere else. The other two tags had to do with care plans – one in development and one revision to care plans for residents. The state tag was on dental in-services which are required annually. The last one was in 2016 and there was already one planned for this year. The first of the two building tags was the storage room in the special care unit needs to have a self-closure on it because of the flammable items stored in those rooms. The second tag is a new one because the fire barriers have to have inspections on the doors from the smoke compartments annually. They will all be easy fixes for us and none will be of very serious severity.

On March 1 surveyors arrived at Home Health department. They also had a good survey. Their surveyors go with the nurses, nurse's aides, and therapist on visits as they provide services in people's homes. They were given three tags which were also easy to rectify. One was on individualized plan of care on a client that was using oxygen that wasn't documented. Another was on clinical notes. And the last one was clinical practice where outdated medical supplies were found.

**Building Project** – The CEO reported we were approved to move into Phase C which includes the nurse's station, two hospital rooms, and the left side of the ER. The ER Entrance will open up March 19. We are advertising to make sure patients continue to use the front entrance of the building for outpatient services. The back will strictly be for ER walk-ins. On March 22<sup>nd</sup> we will have the final review inspection from the Department of Health. He will walk through the entire place nursing home and hospital. They may come back again to review the boiler and building systems. There is a lot of work that needs to be done with that, there are holes that need to be patched because of all of the piping and electrical in the boiler room. That is why that may not be done.

**BARRY PETERSON MADE THE MOTION TO PAY SCULL \$57,138.00 ADDITIONAL COSTS, TRAVIS COCHRAN SECONDED AND THE MOTION PASSED.**

**Open House/Re-Dedication** – We were thinking about Wednesday, April 11, 2018 having an Open House, ribbon cutting and cornerstone ceremony. We also have the time capsule that we

will need to open up ahead of time and gather items to put in the new time capsule that will be placed with the cornerstone.

**EMR** - We have started on the EMR transition to Epic's Community Connect. The first meetings began with them in February. There will be four adoption sessions in March the first adoption session was held and one each month through June where the staff meets with them in their respective areas. A weekly meeting is also held. Super users will begin being trained this summer; first hand users will begin training before the go live date which is set for October 21, 2018.

**BARRY PETERSON MADE THE MOTION TO APPOINT TRAVIS COCHRAN, CONNIE JAMES AND MAUREEN CADWELL TO THE HOSPITAL DISTRICT CANVASSING BOARD WHO WILL MEET AT THE WESTON COUNTY HEALTH SERVICES BOARDROOM ON WEDNESDAY, MAY 9, 2018 AT 4:30 PM TO CONDUCT A BALLOT COUNTING REVIEW.**

**TRAVIS COCHRAN MADE A MOTION TO ACCEPT THE CUSTOM LEARNING SYSTEM TRAINING PROPOSAL OF \$83,570 BARRY PETERSON SECONDED AND THE MOTION PASSED.**

**TRAVIS COCHRAN MADE A MOTION TO CHANGE SIGNATURES ON THE FIRST INERSTATE BANK ACCOUNT REMOVING LYNN MOLLER AND ADDING PAM SIMIANER BARRY SECONDED AND THE MOTION PASSED.**

**Road Work** – The highway in front of WCHS will be will be repaved from Dixon Brothers to the west side of Newcastle. Access to the hospital will be maintained. They estimate they will be work in front of the facility after the first part of August.

**CONNIE JAMES MADE A MOTION TO GO INTO EXECUTIVE SESSION FOR PERSONEL AT 6:51 PM, GEORGENNA MATERI SECONDED AND THE MOTION PASSED.**

**CONNIE JAMES MADE A MOTION TO ADJOURN THE MEETING AT 7:50 PM, TRAVIS COCHRAN SECONDED AND THE MOTION PASSED.**

**Approved by the Board of Trustees April 19, 2018**

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Jimmy Long, President

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Georgenna Materi, Secretary