

WESTON COUNTY HEALTH SERVICES
BOARD OF TRUSTEES MEETING
May 24, 2018

Present: Jimmy Long, President of the Board; Georgenna Materi, Secretary; Connie James, Trustee; Jeff Virchow, Trustee

Also Present: Maureen Cadwell, CEO; Thomas Worsley, Regional Health Interim Spearfish Market President; Jim Peck, Attorney; JoAnn Farnsworth, Quality Director; Daniela Gerard, MD; Diane Palu-McArthur; Kelly Page, In-Home Services Manager; Denice Piscioti, Executive Assistant

Visitors: N/A

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

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

Visitors Comments: N/A

Additions/Changes to the Agenda: None

GEORGENNA MATERI MADE THE MOTION TO APPROVE THE CONSENT AGENDA CONNIE JAMES SECONDED AND THE MOTION CARRIED.

CONNIE JAMES MADE THE MOTION NOMINATING JIMMY LONG FOR PRESIDENT, GEORGENNA MATERI AS SECRETARY AND TRAVIS COCHRAN AS TREASURER. GEORGENNA MATERI SECONDED AND THE MOTION CARRIED.

Strategic Initiatives

- **Financial** – In-Patient Days totaled 171 for the month of April with 39% intermediate swing bed, 53% skilled swing bed and 8% in-patient. YTD in-patient days are 98% of budget and 108% of last year's volume. Swing bed days are 83% of budget and 99% of last year. ER is 93% of budget and 1-2% of the prior year. PT visits are 86% of budget and 124% of last year. OT visits were 242 for the month which is 73 up from the prior month. The net income was negative in April with a net income of \$163,079 recorded for the month. However, the net income is still positive for the year. Accounts receivable decreased over the last month. Changes are still being implemented in the business office to improve the ability to collect revenues earned. A positive cash flow of \$327,058 was received for the month of April. 2158 prescriptions were filled in the Retail Pharmacy. The revenue was slightly down for the month compared to the prior month's total. Their revenue was \$142,623 for the month.

CONNIE JAMES MADE THE MOTION TO APPROVE THE \$259,733.39 TO REPAIR TAFT STREET AND GEORGENNA MATERI SECONDED AND THE MOTION CARRIED.

GEORGENNA MATERI MADE A MOTION TO APPROVE THE ADDENDUM FOR A WIRE TRANSFER TO MAKE THE BOND PAYMENT EACH MONTH AND JEFF VIRCHOW SECONDED AND THE MOTION PASSED.

GEORGENNA MATERI MADE THE MOTION TO CASH A \$500,000 CD, JEFF VIRCHOW SECONDED AND THE MOTION PASSED.

- **Quality**

CONNIE JAMES MADE THE MOTION TO APPROVE THE MEDICAL V-RAD CREDENTIALING OF MAR H. PAUL, MD AND ALAN SAZAMA, MD, GEORGENNA MATERI SECONDED THE MOTION AND THE MOTION CARRIED.

1. **Medical Staff Report** – Discussions from the April and May Medical Staff meetings were held on new medications, new vaccines, Hepatitis screening test covered by Medicare, and continued deliberations were held on Radiology and V-Rad reports. The physicians were given the information about the Nursing Home Survey report and Home Health Survey report. Nikki Bloom from Wyoming Northern Mental Health spoke about their services and Title 25. Wyoming Health Fairs attended the meeting and presented a check for \$10,430 to WCHS for their portion of the wellness screening.
2. **Quality Report** – The representative from Yellowstone Insurance Company visited to do the safety inspection for the security assessment post remodel. She offered some suggestions for tightening up security and we are working on a plan.
3. **Service Excellence Program** – Kelly Page, Program Director of the program through Custom Learning Systems, updated the trustees on the plans. She stated information about the program is coming in piece by piece. The point of the program is to improve customer relations and employee enjoyment. Sixteen selected frontline staff serves as Service Excellent Advisors and are committed to getting everyone at WCHS on board and involved with the program. They will take the workshops initially and then become the trainers spreading the information teaching the rest of the staff. When they have completed their training, a graduation will be held in their honor. The Service Excellent Council is the liaison group working with the Oasis groups who will do different projects at the facility. The goal of the program will be getting the entire staff involved in the process of learning. Kelly will receive the information two weeks prior to the first training at the end of June. The board will be briefed each month and encouraged to attend the graduation ceremony.

4. **Staff Policy Education Progress** – 85% of the staff have been given the new policy approved at the special board meeting on May 9, 2018.

Building Project – The Taft Street and parking lots still need to be completed. There are also a few other items they are still working on. Wyoming Department of Health Inspector Pat Davis did a final walk through and was satisfied with where things are at.

EMR – We continue with weekly meetings with the project departments at Regional Health. The process has begun with the Meditech transition. Things are moving well with the process. Per the request of Epic we had to order larger monitors. Thomas Worsley reported the team at Regional complimented Newcastle on how well they are to work with.

Retail Pharmacy – Being open Sunday is working out well.

GEORGENNA MATERI MADE A MOTION TO GO INTO EXECUTIVE SESSION FOR QUALITY AND PERSONNEL AT 6:48 PM, CONNIE JAMES SECONDED AND THE MOTION PASSED.

CONNIE JAMES MADE A MOTION TO ADJOURN THE MEETING AT 8:00 PM, GEORGENNA MATERI SECONDED AND THE MOTION PASSED.

Approved by the Board of Trustees June 21, 2018

Jimmy Long, President

Georgenna Materi, Secretary