

WESTON COUNTY HEALTH SERVICES  
BOARD OF TRUSTEES MEETING  
May 25, 2017

**Present:** Jimmy Long, President of the Board; Barry Peterson, Treasurer; Connie James, Trustee.

**Also Present:** Maureen Cadwell, CEO; Lynn Moller, CFO; Jim Peck, Attorney; 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 6:01 pm.

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

**Visitors Comments:** Alexis Barker stated how impressed she was when she visited the new laboratory to take pictures of student from Upton High School touring the facility.

**Additions/Changes to the Agenda:** A few items will be added under Quality.

**BARRY PETERSON MADE THE MOTION TO ACCEPT THE WESTON COUNTY HEALTH SERVICES CONSENT AGENDA CONNIE JAMES SECONDED AND THE MOTION CARRIED.**

**BARRY PETERSON MADE THE MOTION TO KEEP ALL OFFICERS IN THEIR POSITIONS CONNIE JAMES SECOND THE MOTION AND THE MOTION CARRIED.**

**Strategic Initiatives**

- **Financial** – Statistically in May there was only one more patient day than in April, however the patient mix was better which made a big difference financially. All percentages raised 1 to 2% with the exception of OT. The net income was a positive \$529,788 however \$400,000 was from the Helmsley Grant for the new CT. Overall it was a good month. Patient revenue is still averaging \$75,000 below what was budgeted. Cash flow was a positive \$203,141 with days in AR at 95.8. The retail pharmacy filled 1808 prescriptions in May which is about what they have been doing with the revenue at \$103,263 for the month.

**CONNIE JAMES MADE THE MOTION TO ACCEPT THE PRELIMINARY BUDGET FOR FY2018 AS PRESENTED BARRY PETERSON SECONDED AND THE MOTION CARRIED.**

**CONNIE JAMES MADE THE MOTION TO APPROVE PAYING THE CONSTRUCTION PAY APPLICATION TO SCULL OF \$210,267.24 BARRY PETERSON SECONDED AND THE MOTION CARRIED.**

## **Quality**

**BARRY PETERSON APPROVED THE CREDENTIALING OF MICHAEL D'URSO, MD, CONNIE JAMES SECONDED AND THE MOTION CARRIED.**

**Medical Staff Report** – Discussion was held on ongoing issues. They were made aware the board would not be having joint meetings with them. Piper Allard presented a new policy. The survey results were reported to the medical staff.

**Quality Report** – Through conference calls with MBQIP, a rural health quality company, JoAnn Farnsworth learned WCHS was the number one hospital in the region for the least amount of readmissions within 30 days. There was also a CAH Survey done recently along with a follow up survey on the nursing home. On the hospital survey there were three clinical tags and a few building tags which were all very minor and are already fixed. There have been three nurse aids that have gone from C.N.A. to C.N.A. II's to Medication Aide training. So WCHS have three that are on their way to being Med Aide Certified to be able to assist the nurses. The Crook County Memorial Hospital in Sundance Board of Trustees Chairman approached Maureen requesting a meeting with the WCHS Board of Trustees.

**Building Project** – Approval was given from the Wyoming Department of Health to move into the south rooms in the hallway at the Manor. The four north rooms are anticipated to be done before the end of June. Once they are done with the Manor they will concentrate on the hospital side.

**Retail Pharmacy-** The drive-thru is now open and is working well.

**Employee Engagement Survey-** This year we have a previous survey from the same company to compare to. The response rate did drop from 85% in 2014 to 71% in 2016; factors Julie Sindlinger concluded were construction, the holidays and staff shortage during the time of the survey. In the Job Engagement, Organizational Engagement and Overall Satisfaction categories the strongly disagree and disagree responses were higher in 2016 compared to 2014. Compared to the HealthStream National Norms both years WCHS were above the average national norm in overall satisfaction. In 2014 with the National Comparisons all categories were above the national norm, in 2016 most were above with a few slightly below. The overall satisfaction ratings by department varied from 100% to 69%. With the data from the Leverage Analysis, Directors will meet with the different departments to brainstorm ideas for improvement and bring them back when they meet a second time to devise changes to make things better. There will be a three month and six month follow –up to see if the things that have been implemented have had an affect or not. Employee comments in 2016 were: Communication; Let the employee be heard; Consistency and fairness in treatment; and address issues/handling conflicts in departments. They were all similar to what was stated in 2014.

**WHA Trustee Education Report-** During the meeting Maureen learned several things she thought would be good for the board to do. One thought was on an annual basis go through what is available to the board members. They also suggested having the strategic plan on the table in front of you. It was also mentioned instead of having a financial report with actual numbers have a dashboard report which will give a picturesque report to see trending instead of just numbers. It was also suggested to take minutes at the Financial Committee meetings. Another suggestion was a board self-evaluation.

**AT 6:55 PM BARRY PETERSON MADE THE MOTION TO GO INTO EXECUTIVE SESSION FOR LEGAL AND PERSONNEL REASONS CONNIE JAMES SECONDED AND THE MOTION PASSED.**

**AT 7:23 PM BARRY PATERSON MADE THE MOTION TO ADJORN THE MEETING CONNIE JAMES SECONDED AND THE MOTION PASSED.**

**Approved by the Board of Trustees June 16, 2017**

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Jimmy Long, President

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Georgenna Materi, Secretary