

WESTON COUNTY HEALTH SERVICES
BOARD OF TRUSTEES MEETING
September 28, 2017

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

Also Present: Maureen Cadwell, CEO; Jim Peck, Attorney; Larry Vietz, Regional Health Spearfish Market President; Lynn Moller, CFO; JoAnn Farnsworth, Quality Director; Julie Sindlinger, Director of Human Resources; Diane Palu-McArthur, Long Term Care Director; Angie Phillips, Infection Control Nurse; 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: Georgenna Materi declared a quorum was present to conduct the business of Weston County Health Services.

Visitors Comments: None

Additions/Changes to the Agenda: Several updates under the Financial in IV.

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

Strategic Initiatives

- **Financial** – In-patient days were at 188 which was exactly the same as the month before but the mix was better. Everything was down in budget and compared to the year before. There was a negative net income of \$32,016 and the cash flow was negative \$272,339. The retail pharmacy filled 2051 prescriptions with \$134,309 revenue for the month of August including a \$7,329 positive correction for July. The dash board report showed the days cash on hand and cash ratio down a little bit. However the revenue per FTE did go up and expense per FTE did also rise. The capitalization ratios stayed about the same.

GEORGENNA MATERI MADE THE MOTION TO CASH IN MONEY FROM THE WYO STAR ACCOUNT IF NEEDED FOR ACCOUNTS PAYABLE BARRY PETERSON SECONDED AND THE MOTION CARRIED.

BARRY PETERSON MADE THE MOTION TO APPROVE PAYING THE CONSTRUCTION PAY APPLICATION #22 TO SCULL OF \$195,483.36 GEORGENNA MATERI SECONDED AND THE MOTION CARRIED.

- **In-Home Services Store** – In the strategic plan was a cash and carry store in In-Home Services. What types of items people would use was discussed with the In-Home Services Manager Kelly Page and Home Health Director Carmen Allison. CFO Lynn Moller and Maureen looked at the numbers. After reviewing everything it was decided the current volume was not enough to make it a workable project at this time. However, if there are items that are not available in the area they could be carried in the retail Pharmacy.
- **Wound Care Outpatient Services** – Mindy Jennings, RN has been nationally certified as a wound care nurse and will be seeing patients in the outpatient clinic two days a week. It will not bypass what Therapy Services does but hopefully keep patients in Weston County.
- **Summit OBGYN** – September 12, 2017 Amber Cohen an OBGYN from Gillette began coming to the Outpatient Clinic once a month.
- **Taft Street** – We are running out of time to do construction before winter weather is upon us. Jim Peck called the owners of the trailer park to let them know it would be done in the spring.

Quality

TRAVIS COCHRAN MADE THE MOTION TO ACCEPT THE MEDICAL CREDENTIALING OF WESLEY DAVIS, DNP; HEATHER PECK, MD; KRISTINA DAVIS, DNP; JERRY BARTLESON, MD; AMBER COHN, MD; ROBERT LOWE, LPC; NICOLE BLOOM, LPC; JOHN OLENYIK, LPC; WILLIAM ZAVITZ, MD; JERRY SCHLEUSENER, MD; TRACEY WICKERSHAM-FREY; PA-C; ROBERT DURST, MD; THOMAS HOSKINS, MD; GEORGENA MATERI SECONDED AND THE MOTION PASSED.

- **Medical Staff Report** – There have been two med staff meetings since the last board meeting. In August the Antibiotic Stewardship was presented and was the commitment was signed at the September meeting. The facility assessment and new nursing home regulations was also discussed at the last meeting. Standing wound care orders were approved for the Wound Care Clinic. Sleep studies are back so that was also discussed.
- **Quality Report** – Training is being held to help improve the HCAPS scores. The next round of grant is out for hospital improvements and discussions are being held as to what is needed.
- **Antibiotic Stewardship** – Infection Control Nurse Angie Phillips and Pharmacist Tarah Parsons are part of the WCHS Antibiotic Stewardship team. CMS is highly encouraging this because for people were taught they need antibiotics to feel better. However, because of that other problems have risen such as MRSA and C-diff that have caused bodies to become indifferent to antibiotics. The Stewardship requires leadership commitment and physicians from the Manor and Hospital. A pharmacist will oversee the antibiotic usage in the facility. On a monthly basis a spreadsheet is put together of the antibiotics that were given by leaving the facility or at the hospital, ER and manor along with all the culture reports being tracked. These are all things that are currently done it

is just now the Federal Government wants a commitment acknowledging what will be done. A letter will be sent to the patients and resident's families stating the commitment from the physicians and facility.

BARRY PETERSON MADE THE MOTION TO ACCEPT THE STATEMENT OF LEADERSHIP FOR ANTIBIOTIC STEWARDSHIP GEORGENNA MATERI SECONDED AND THE MOTION CARRIED.

- **Medication Aides** – Three individuals who have continued from C.N.A. II to Med Aide. Over the course of the last month they were paired with a nurse. It is something new to this facility and it is a good education process.

Building Project – The construction project has moved on to Phase C. The ER Entrance in the back of the facility is closed for walk-ins. We will continue to put the information out there so people know to use the front entrance. There are doorbells, motion detectors and cameras to alert staff when they come in the front entrance evenings and weekends. The Nurses' Station is gone and has moved into the Outpatient IV Therapy room temporarily. They have not started the renovations of the bathrooms in the three resident rooms yet because we wanted to keep it as short of a down time as possible. Things are progressing well.

EMR – There has not been a report on help tickets from Billings Clinic in quite a while. We still have not seen a contract for Epic yet.

Retail Pharmacy – There is a staffing change with a Pharmacy Tech leaving. The audio issue is still being worked on.

AT 6:44 PM BARRY PETERSON MADE THE MOTION TO GO INTO EXECUTIVE SESSION FOR PERSONNEL AND LEGAL GEORGENNA MATERI SECONDED AND THE MOTION PASSED.

GEORGENNA MATERI MADE A MOTION TO ADJOURN THE MEETING AT 7:07 PM, TRAVIS COCHRAN SECONDED AND MOTION PASSED.

Approved by the Board of Trustees October 19, 2017

Jimmy Long, President

Georgenna Materi, Secretary