

WESTON COUNTY HEALTH SERVICES
BOARD OF TRUSTEES MEETING
December 17, 2020

Present: Connie James, Chairman; LeAnn Kenagy, Treasurer; Lanny Reimer, Trustee; Lisa Foster, Trustee (via Zoom); Jeff Virchow, Trustee (via Zoom)

Also Present: Maureen Cadwell, Chief Executive Officer; Allison Gee, Lubnau Law Office (via Zoom); Charlie Turner, Director of Human Resources (via Zoom), JoAnn Farnsworth, Quality Director (via Zoom); Piper Allard, Director of Patient Services (via Zoom); Carmen Allison, Home Health Director

Visitors: None

Call to Order: Connie James called the meeting to order at 6:00 pm.

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

Visitors Comments: None

Additions/Changes to the Agenda: VI.A.7 - Bank Documents for On-line Access

LEANN KENAGY MADE THE MOTION TO ACCEPT THE CONSENT AGENDA GEORGENNA MATERI SECONDED AND THE MOTION CARRIED.

Financial –

The month of November was a very busy month. In-patient days totaled 195 for the month. Patient mix was 9% in-patient, 40% Skilled and 50% Intermediate Swing Bed. Year-to-Date in-patient days are 70% of budget and 100% of last year's volume. Swing bed days are 134% of budget and are 103% of last year. Emergency Room visits are 93% of budget and 79% of the prior year. Physical Therapy visits are 67% of budget and 62% of last year. Occupational Therapy visits were 64% of budget and 111% of last year. Operating Income was a loss of \$91,861 for the month and \$162,808 for the year which was an increased loss from last month by \$20,914. Net Income was positive for August, \$63,247. YTD was also positive, \$170,206. Accounts Receivable increased slightly from last month, \$40,799. However, A/R is lower than this time last year by \$360,791. This month we experienced a positive cash flow of \$170,303. Acute and Swing Bed days are 195. Days in A/R increase from prior month to 87.07. During the month, in the Retail Pharmacy 4016 scripts filled which is a decrease of 51 from last month. Operating Revenue decreased slightly this month compared to the prior month's total. Their revenue was \$278,567 for the month and budgeted for \$216,696 this month.

LANNY REIMER MADE A MOTION TO NOT MOVE FORWARD WITH THE BASEMENT REMODEL LEANN KENAGY SECONDED AND THE MOTION CARRIED.

LANNY REIMER MADE A MOTION TO APPROVE THE PURCHASE OF A SECOND UV DISINFECTANT ROBOT GEORGENNA MATERI SECONDED AND THE MOTION CARRIED.

LEANN KENAGY MADE THE MOTION TO APPROVE THE PURCHASE OF A HOME HEALTH VEHICLE FOR \$16,545 FROM NEWCASTLE MOTORS GEORGENNA MATERI SECONDED AND THE MOTION CARRIED.

GEORGENNA MATERI MADE THE MOTION TO PURCHASE D&O INSURANCE FROM CMC LEANN KENAGY SECONDED AND THE MOTION CARRIED.

LANNY REIMER MADE A MOTION TO APPROVE THE FIRST STATE BANKING PROPOSAL GEORGENNA MATERI SECONDED AND THE MOTION CARRIED.

GEORGENNA MATERI MADE THE MOTION TO ACCEPT THE NEW TERMS OF THE PPE LOAN FROM FIRST STATE BANK LANNY REIMER SECONDED AND THE MOTION CARRIED.

Quality

1. Medical Staff Credentialing

LANNY REIMER MADE THE MOTION TO ACCEPT THE CREDENTIALLING AS SUBMITTED BY THE MEDICAL STAFF OF DAVID WHITE, MD; CHARLES VOIGT, MD; VICTORIA HERR MD, DONALD HABBE, MD; RONALD BAXTER, MD; BRIAN BAXTER, MD LEANN KENAGY SECONDED AND THE MOTION CARRIED.

- 2. Medical Staff Report** – They received an update on radiology staffing – all the open positions are filled in that department. In the nursing home report, the DON spoke about staffing challenges and resident quarantine. Then there was discussion and education about CMS guidelines for holiday outings and resident visits. The Medical Staff was also notified that the Wyoming Hospital Association is going to offer staffing assistance for Wyoming hospitals and WCHS is going to participate in that. At the next meeting they will be focusing on the bylaws.
- 3. Quality Report** – Quarter 3 of the HCAHAPS survey had a response rate of 35% with 13 surveys returned. We went up in all the categories except 2 which were care transition and cleanliness of hospital. The overall score increased 12% and the score for willingness to recommend did not change this quarter. We had a definite improvement compared to the last survey. Recently we started twice a month hosting a Facebook Live Community Communication session – the second Tuesday at 7 pm and then the

following Monday at noon. We are getting over 200 hits on each one we have done over the last four months.

4. **Service Excellence** – Had a Zoom session on Social Media with CLS. Seth Parsons is now the new chairman of the Service Excellence Council.
5. **Employment Handbook** – It was suggested to separate them out to make items easier to find for the staff. How things can be split out will be determined and brought back to the board.

GEORGENNA MATERİ MOVED TO ACCEPT THE CHANGES IN THE EMPLOYEE HANDBOOK LISA FOSTER SECONDED AND THE MOTION CARRIED.

LEANN KENAGY MADE THE MOTION TO GO INTO EXECUTIVE SESSION FOR QUALITY AND ATTORNEY CLIENT PRIVILEGE AT 7:13 PM LISA FOSTER SECONDED AND THE MOTION CARRIED.

LEANN KENAGY MADE A MOTION TO APPROVE THE LETTER OF INTENT, WITH CHANGES, ON THE ACQUISITION OF THE NEWCASTLE AND UPTON CLINICS FROM MONUMENT HEALTH. GEORGENNA MATERİ SECONDED AND MOTION PASSED WITH LANNY REIMER, MD, ABSTAINING.

LEANN KENAGY MADE A MOTION TO ADJOURN AT 7:51 PM, GEORGENNA MATERİ SECONDED AND MOTION PASSED.

Approved by the Board of Trustees on January 16, 2020

Connie James, President

Georgenna Materi, Secretary