

WESTON COUNTY HEALTH SERVICES  
BOARD OF TRUSTEES MEETING  
July 16, 2020

**Present:** Connie James, Chairman; Georgenna Materi, Secretary; LeAnn Kenagy, Treasurer; Lanny Reimer, Trustee; Mike Ratigan, Trustee, Lisa Foster, Trustee

**Also Present:** Maureen Cadwell, Chief Executive Officer; Nicolas Norris and Allison Gee, Lubnau Law Office; Charlie Turner, Director of Human Resources, Piper Allard, Director of Patient Services; JoAnn Farnsworth, Quality Director; Carmen Allison, Director of Home Health; Ron Williadson, Maintenance Manager; Denice Piscioti, Executive Assistant

**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:** Under VI. A. Financial change 7 to Phillips Upgrade CO2 monitor and add a number 12 - EKG machine.

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

**Strategic Initiatives**

**Financial -**

The in-patient days totaled 151 for the month. The patient mix was 17% in-patient, 82% Skilled and 2% Intermediate Swing Bed. Year-To-Date in-patient days are 87% of budget and 95% of last year's volume. Swing bed days are 82% of budget and are 82% of last year. ER visits are 89% of budget and 89% of the prior year. PT visits are 108% of budget and 108% of last year. OT visits were 104 for the month, down 119 from the prior month. Net Income was positive in the current month with a net income of \$369,959 recorded for the month. YTD is a gain of \$1,222,340. Accounts Receivable is higher than last month and higher than this time last year. This month we experienced a positive cash flow of \$218,398. Acute and Swing Bed days 151. Days in A/R, increased from prior month to 93.78. During the month, 4244 scripts filled. Increase of 407 from last month. Revenue for the month increase compared to the prior month's total. Retail Pharmacy revenue was \$275,049 for the month.

**MIKE RATIGAN MADE THE MOTION TO ACCEPT THE PROPOSAL FROM EIDE BAILLY LLP FOR CHARGEMASTER ASSESSMENT, COMPREHENSIVE PRICE COMPARISON IN THE AMOUNT OF \$33,500 AND TWO MARKET ANALYSIS FOR \$1,000 LEANN KENAGY SECONDED AND THE MOTION CARRIED.**

**GEORGENNA MADE THE MOTION TO SUBMIT FOUR SLIB CORONAVIRUS RELIEF GRANT APPLICATIONS AND THE APPROVAL OF THE RESOLUTIONS LISA FOSTER SECONDED AND THE MOTION CARRIED.**

**LEANN KENAGY MADE THE MOTION TO PURCHASE THREE ROSENBAUM'S SIGNS FOR \$11,980 LANNY REIMER SECONDED AND THE MOTION CARRIED.**

**MIKE RATIGAN MADE A MOTION TO PURCHASE FOUR LIFTS FOR \$7,180.68 EACH LEANN KENAGY SECONDED AND THE MOTION CARRIED.**

**LANNY REIMER MADE A MOTION TO PURCHASE THREE PHILLIPS CO2 MONITORS FOR \$13,372 LISA FOSTER SECONDED AND THE MOTION CARRIED.**

**LEANN KENAGY MADE THE MOTION TO PURCHASE THE STRIKER ER TRAUMA STRETCHER FOR \$14,573.93 LANNY REIMER SECONDED AND THE MOTION CARRIED.**

**GEORGENNA MATERI MADE THE MOTION TO PURCHASE TWO PHILLIPS TRILOGY BI-PAP VENT FOR \$14,198.59 LISA FOSTER SECONDED AND THE MOTION CARRIED.**

**LANNY REIMER MADE THE MOTION TABLE THE ROOM UV SYSTEM LEANN KENAGY SECONDED THE MOTION AND THE MOTION CARRIED.**

**MIKE RATIGAN MADE THE MOTION TO PURCHASE A PHILLIPS EKG FOR \$10,605.60 LISA FOSTER SECONDED AND THE MOTION CARRIED.**

## **Quality**

### **1. Medical Staff Credentialing**

**GEORGENNA MATERI MADE THE MOTION TO ACCEPT THE CREDENTIALLING OF CHRISTOPHER "NEIL" SHORES, FNP; VAUGHAN BOWEN, MD; PATRICK GLEASON, MSN, FNP-C, AGACNP-BC; ROLAND HOLCOMB, MD; LEANN KENAGY SECONDED AND THE MOTION CARRIED.**

**2. Medical Staff Report** – Dr. Jording was voted Chief of Staff; Dr. Chuck Franklin is next in command and Patrick is the Secretary, which will require a Medical Staff ByLaws change. The 340B program was discussed along with insurance denials. They also talked about the new protocols for visitors at the nursing home.

**3. Quality Report** – We have a new survey vendor. There will be two months of trial so there will be results from both vendors to compare. Emergency room patients will receive a text on their phone, up to three will be sent with no responses. Hospital and home health surveys are mandated to be on paper so they will be mailed to the patients.

**4. Service Excellence** – At this point adding workshops to everything else the staff is dealing with is too much currently. Listening sessions were held with staff and managers. We will talk with the SEC about what can we do internally to support the staff and keep things moving forward. More of a plan for you next month. Employee banquet plan think positively – masquerade theme suggested.

We will be meeting with the Employees Matter Committee on planning a staff thank you celebration to appreciate their hard work during the pandemic.

**Manager Report** – Ron Willadson Maintenance Manager spoke about the duties of the Maintenance crew. One of the four on the team are on call 24/7. Maintaining the facilities Life Safety Codes for the State and Federal standards. They provide the records and perform inspections for both the Hospital and Long-Term Care such as the Fire Alarm System, Fire Sprinkler System, Generators for both and Fire Extinguishers. Earlier this year they launched new work order system. The program helps to track work orders in a timely fashion along with tracking what needs to be done and help them to run reports. Everyone in the facility is encouraged to enter work order requests. They also are on hand to help when the helicopters are here. In addition, they maintain a total of 86000 square feet of usable space for the facilities.

**Grievance Policy** - Nicolas Norris and Allison Gee from Lubnau Law Office attended their first meeting as the new lawyers representing WCHD. They have been given access to the policy stat. They will be working with the staff on a new Grievance Policy.

**GEORGENNA MATERI MADE THE MOTION TO GO INTO EXECUTIVE SESSION AT 7:25 PM  
LEANN KENAGY SECONDED AND THE MOTION CARRIED.**

**GEORGENNA MATERI MADE A MOTION TO ADJOURN THE MEETING AT 7:37 PM LISA FOSTER  
SECONDED AND THE MOTION PASSED.**

**Approved by the Board of Trustees August 20, 2020**

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Connie James, President

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Georgenna Materi, Secretary