

WESTON COUNTY HEALTH SERVICES
BOARD OF TRUSTEES MEETING
May 21, 2020

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

Also Present: Maureen Cadwell, Chief Executive Officer; Thomas Worsley, President Spearfish Hospital and Hills Markets; Jim Peck, Attorney; JoAnn Farnsworth, Quality Director; Pam Simianer, Accounting Manager; Charlie Turner, Director of Human Resources; Carmen Allison, Director of Home Health; Denice Piscioti, Executive Assistant

Visitors: Alexis Barker, NLJ Reporter

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: None

GEORGENNA MATERI THE MOTION TO ACCEPT THE CONSENT AGENDA AS WRITTEN MIKE RATIGAN SECONDED AND THE MOTION CARRIED.

Election of Officers

LANNY REIMER MADE A MOTION TO KEEP THE PRESENT BOARD LEADERSHIP MIKE RATIGAN SECONDED AND THE MOTION CARRIED.

Lisa will join the Quality Committee with the other committee assignments remaining the same.

Strategic Initiatives

- 1. Financial** – In-patient days totaled 58 for the month and the patient mix was 67.2% in-patient, 36% Skilled and 0% Intermediate Swing Bed. Year-to-date in-patient days are 83% of budget and 91% of last year's volume. Swing bed days are 83% of budget and 82% of last year. ER visits are 91% of budget and 94% of the prior year. PT visits were 113% of budget and 116% of last year. OT visits were 156 for April which was down 66 patients from March. The net income was positive in the current month with a net income of \$24,292 recorded for the month. YTD is a gain of \$507,167. Accounts Receivable in April was higher than March and running substantially lower than this time last year. There was a positive cash flow of \$3,308,781. Acute and Swing bed days

are 58 and Days in A/R increased from March to 87.76. In April, Retail Pharmacy filled 3944 scripts which was a decrease of 1426 from last month. Revenue increased from March at \$327,294 for the month.

A letter was sent to the Weston County Commissioners from the WCHS Board and no response has been received. The board decided to not sell the land. The realtor will be notified.

LANNY REIMER MADE THE MOTION TO ACCEPT THE CONTRACT WITH LUBNAU LAW OFFICE, PC IN GILLETTE, GEORGENNA MATER SECONDED, THE MOTION PASSED WITH ONE OPPOSED.

Quality

- 1. Medical Staff Credentialing –**
GEORGENNA MATER SECONDED AND THE MOTION CARRIED.
- 2. Medical Staff Report –** Insurance denials were discussed. The May meeting was canceled the next meeting will be June 23, 2020.
- 3. Quality Report –** No survey reports were received. Surveys are still being mailed but the numbers returned are very low.
- 4. Service Excellence –** It has been on hold during the pandemic. We are still in the process of building the Service Excellent Advisor year 3 team. It has been very stressful for staff so we are working on how we can get the motivation back. A suggestion was made for the Quality Committee to meet with the Service Excellence Council and Service Excellence Advisors.

Manager Report – Pam Simianer manages the Materials area, Payroll/Accounts Payable and Finance. One person is in AP who works closely with Human Resources and Materials. Their duties are to process AP and payroll. Materials area has a purchasing agent and one part-time stock clerk. They average 100 to 150 PO's each month in addition to all the other purchasing that is needed. The Purchasing Agent also does weekly shopping around town. As the Finance Manager, Pam handles all the month end reports, quarterly and annual budgets, annual census report, bank reconciliations, trust, Accounts Receivable reconciliations and gets everything ready for the Auditors and Cost end report.

Grievance Policy

LANNY REIMER MOVED TO TABLE THE GREIVENCE POLICY FOR FURTHER DISCUSSION LEANN KENAGY SECONDED MOTION CARRIED.

Contract with Monument Health

A September timeline for the CEO's Performance Review. Monument has a performance management tool which will be sent to all the board members. Goals will be set for the CEO. A strategic plan needs to be set in October.

GEORGENNA MATERİ MADE A MOTİON TO GO INTO EXECUTIVE SESSION AT 7:36 PM FOR QUALITY, AND PERSONNEL SECONDED AND THE MOTİON PASSED.

LANNY REİMER MADE A MOTİON TO MOVE FORWARD THE MANAGEMENT ADVICE ON THE OCCUPATIONAL THERAPY STAFF. GEORGE MATERIA SECONDED AND MOTİON CARRIED.

LEANN KENAGY MADE A MOTİON TO ADD HOME HEALTH SPACE TO THE JUNE AGENDA. GEORGE SECONDED AND MOTİON CARRIED.

LEANN MADE A MOTİON TO ADJOURN AT 8:38 PM, GEORGE MATERİ SECONDED AND MOTİON CARRIED.

Approved by the board June 18, 2020

Connie James, President

Georgenna Materi, Secretary