

WESTON COUNTY HEALTH SERVICES
BOARD OF TRUSTEES MEETING
May 23, 2019

Present: Jimmy Long, President (via phone); Georgenna Materi, Secretary (via phone); Connie James, Treasurer; Jeff Virchow, Trustee; Mike Ratigan, Trustee; LeAnn Kenagy, Trustee
Also Present: Maureen Cadwell, Chief Executive Officer; Jim Peck, Attorney (via phone); JoAnn Farnsworth Quality Director; Diane Palu-McArthur, Long Term Care Director; Julie Sindlinger, Director of Human Resources
Visitors: Linda Zeimet

Call to Order: Connie James called the meeting to order at 6:02 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: None

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

JEFF VIRCHOW MADE THE MOTION TO TABLE THE ELECTION OF OFFICERS UNTIL THE NEXT MEETING LEANN KENAGY SECONDED AND THE MOTION CARRIED.

Strategic Initiatives

- 1. Financial** – In-patient days totaled 139 for the month. Patient mix was 30% in-patient, 45% Skilled and 26% Intermediate Swing Bed. YTD in-patient days are 158% of budget and 161% of last year's volume. Swing bed days are 79% of budget and are 80% of last year. ER visits are 102% of budget and 104% of the prior year. PT visits are 105% of budget and 104% of last year. OT visits were 350 for the month, up 130 from the prior month. Net Income was negative in the current month with a net loss of \$152,523 recorded for the month. Accounts Receivable is about 8.5% lower than last month and running slightly higher than this time last year. Business Office continues to work on the backlog created from system & employee changes. This month we experienced a positive cash flow of \$374,316. Acute and Swing Bed days were 139 in April. Days in A/R, decreased from prior month to 90.25. During the month 4,655 scripts were filled in the retail Pharmacy which was down 249 from last month. Revenue for the month was up compared to the prior month's total. Retail Pharmacy revenue was \$321,613 for the month.

JEFF VIRCHOW MADE THE MOTION TO APPROVE THE FY2020 PRELIMINARY BUDGET. LEANN KENAGY SECONDED AND THE MOTION CARRIED.

Quality

1. Medical Staff Credentialing

MIKE RATIGAN MADE THE MOTION TO ACCEPT THE RECREDENTIALING OF EMMETT MCELENEY, MD JEFF VIRCHOW SECONDED AND THE MOTION PASSED.

2. Medical Staff Report –

3. Quality Report –

4. **Service Excellence** – May 6-7, 2019 Service Summit/Year II began. Year II will have 16 SEA's and 7 S.E. Ambassadors who are previous SEA's. The SEC decided to have 2 year term limits for rotating SEC members. There are five new members. SEA Graduation arrangements were made. All Departments continue to work on DO ITs and will report these at weekly Manager meetings and monthly Board reports. Continuing Staff Education will be June 4-5th with new SEA Workshop training. The Board Year I Workshop Training will be June 10th at 6pm in Boardroom. Onboarding and Awards OASIS teams are to be done with their Year I OASIS teams by the end of July 2019. Year II OASIS team launch July 30, 2019. Year II Workshop Pilot for new SEA's on July 31, 2019.

5. Designation of Public Records Person –

MIKE RATIGAN MADE THE MOTION TO DESIGNATE DENICE PISCIOTTI THE PUBLIC RECORDS PERSON FOR WESTON COUNTY HEALTH SERVICES LEANN KENAGY SECONDED AND THE MOTION PASSED.

6. **Nursing Home State Survey** – Maureen relayed the final deficiencies noted in the Nursing Home State Survey being 1 F-tag and 1 K-tag. The staff are going a great job! Diane Palu-McArthur talked about the activities going on in the Manor along with our involvement in the Culture Change Initiative in the State of Wyoming.

7. **Exit Survey and Employee Survey**– Options have been researched and it was discovered that Survey Monkey has a lot of templates available. There is a place for them to enter reasons for leaving and other comments. The price is sensible and estimated at about \$300 a year. As members it opens up the potential for other surveys. Employment Engagement surveys are also available and it would be an inexpensive way to get some data now as opposed to waiting until we find another one. We can design our own and use previous questions. The results come back in graph form or question form – there are many different ways to do that. The consensus was to give it a try.

8. **EMR** – We continue working through issues. We will have another post live visit in July. The staff has been asked to do a survey on the Epic system and submit it.

MIKE RATIGAN MADE A MOTION TO GO INTO EXECUTIVE SESSION AT 7:00 PM FOR PERSONNEL AND ATTORNEY/CLIENT PRIVILEGED ITEMS LEANN KENAGY SECONDED AND THE MOTION PASSED.

Executive Session ended at 8:00 PM.

JEFF VIRCHOW MADE THE MOTION TO APPROVE \$5,000 FOR A COST REPORT STUDY. LEANN KENAGY SECONDED AND MOTION CARRIED.

LEANN KENAGY MADE A MOTION TO ADJOURN THE MEETING AT 8:00 PM JEFF VIRCHOW SECONDED AND THE MOTION PASSED.

Approved by the Board of Trustees June 20, 2019

Jimmy Long, President

Georgenna Materi, Secretary