

WESTON COUNTY HEALTH SERVICES  
BOARD OF TRUSTEES MEETING  
March 19, 2020

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

**Also Present:** Maureen Cadwell, Chief Executive Officer; Jim Peck, Attorney; Charlie Turner, Director of Human Resources

**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:**

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

**Strategic Initiatives**

**1. Financial**

Statistical Report In-patient days totaled 78 for the month. Patient mix was 12% in-patient, 30% Skilled and 59% Intermediate Swing Bed. YTD in-patient days are 71% of budget and 89% of last year's volume. Swing bed days are 96% of budget and are 95% of last year. ER visits are 95% of budget and 99% of the prior year. PT visits are 120% of budget and 133% of last year. OT visits were 294 for the month, down 18 from the prior month.

Income Statement Net Income was negative in the current month with a net loss of \$455,958 recorded for the month. YTD is a loss of \$172,621.

Balance Sheet Accounts Receivable is slightly higher than last month and running substantially lower than this time last year.

Cash Flow Statement This month we experienced a negative cash flow of \$71,336.

Graphs Acute and Swing Bed days 98. Days in A/R, increased from prior month to 84.52

Retail Pharmacy During the month 4734 scripts were filled. Decrease of 359 from last month. Revenue for the month was down compared to the prior month's total. Retail Pharmacy revenue was \$270,341 for the month.

**JEFF VIRCHOW MADE THE MOTION TO PAY OFF THE CREDITORS AND CASH IN THE CD AND PAY OFF THE LINE OF CREDIT LANNY REIMER SECONDED AND THE MOTION CARRIED WITH ONE OPPOSED.**

**LANNY REIMER MADE THE MOTION TO CONTINUE WITH TSP FOR REDESIGN OF OLD KITCHEN GEORGENNA MATERI SECONDED AND THE MOTION CARRIED.**

**GEORGENNA MATERI MADE THE MOTION TO PURCHASE A BARIATRIC BED FOR THE HOSPITAL LEANN KENAGY SECONDED AND THE MOTION CARRIED.**

**LANNY REIMER MADE THE MOTION TO NOT HAVE THE COMMUNITY BARBEQUE IN 2020 LEANN KENAGY SECONDED AND THE MOTION CARRIED.**

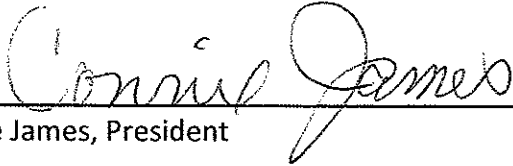
### **Quality**

- 1. Medical Staff Credentialing – none**
- 2. Medical Staff Report –** Dr. Bowen, an Ear Nose and Throat doctor began having clinic hours at WCHS on the first Thursday of each month. Monument is recruiting physicians for the Newcastle Clinic.
- 3. Quality Report –** Long Term Care resident survey was shared with the board. The top box improved significantly. The department uses this to set goals on how to improve. We received 115 total responses on the Employee Engagement Survey. Will compare this survey to the last one that was done three years ago. Looking at a couple different options for surveys for future use.
- 4. Service Excellence –** We received the Accountability Audit from Custom Learning Systems. It gives suggestions and recommendations for next year along with data from our first two years. With the COVID-19 restrictions we are looking at shifting the start date for the third year program about a month. We are gearing up for next year with new Service Excellence Advisors selected to do the trainings and workshops.
- 5. Nursing Home Survey –** The final report has not been given to us yet. A couple of things that are potential findings - care plans need to be cleaned up, blood use was not handled correctly so there will be education on that, there were a couple of residents who had repositioning bars that didn't have the proper assessments for, need to remove a microwave from a resident's room, and behavioral health on a couple of residents that were not documented correctly. The dietary program received kudos on how the food was handled. On the building inspection we had old extension cords in use, an item was not plugged into the proper plug, a gate needs to be changed because of fire egress, fire caulking was missed during construction, the stove in the kitchen accessible to residents in the dining hall needs to be secured and other little things.
- 6. Community Needs Assessment –** The Federal Government implemented a requirement for non-profit hospitals to do a Community Needs Assessment as part of their tax benefit. Because we are not a 501c3, we do not have to do one. The Wyoming Department of Health would like us to do one and will pay for all of it. It is a good opportunity for us to get community input. Maureen is putting together a list of community Task Force members who would help pull together the information. She asked for suggestions for the list.

**LANNY REIMER MADE A MOTION TO APPOINT GEORGENNA MATERI, JEFF VIRCHOW AND MAUREEN CADWELL TO THE 2020 HOSPITAL DISTRICT ELECTION CANVASSING BOARD MIKE RATIGAN SECONDED AND THE MOTION CARRIED.**

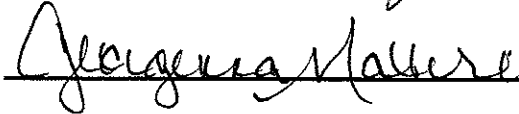
LANNY REIMER MADE A MOTION TO HAVE ADMINISTRATION BRING FORWARD A GREIVENCE POLICY MIKE RATIGAN SECONDED AND THE MOTION CARRIED.

LEANN KENAGY MADE A MOTION TO ADJOURN THE MEETING AT 8:10 PM GEORGENNA MATERI SECONDED AND THE MOTION PASSED.



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Connie James, President



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Georgenna Mater, Secretary