

Niobrara County Hospital District Board of Trustees

Board of Trustees Meeting Minutes

June 23, 2020 5:30 pm

The Niobrara County Hospital District Board of Trustees met in the Training room at Niobrara Community Hospital in Lusk, Wyoming. In attendance were Mr. Mark Groh, Chairman; Mr. Travis Krein, Vice Chairman; Ms. Shelly Larson, Treasurer; Ms. Randi Ross, Secretary; and Mr. J.V. Boldon, member. Attending from RCI were Nick Doucette, CEO & Dana Gilleland, CFO.

Mr. Groh called the Public Session to order at 5:30 p.m.

A quorum was verified.

Acceptance of the Agenda

Mr. Boldon moved to accept the agenda with moving new hospital construction to the top and the addition of an executive session. Mr. Krein seconded the motion. There was no discussion. Motion carried 4-0.

Acceptance of the Minutes

Ms. Larson moved to accept the minutes of the May 26 meeting with the correction that the March financial payroll error result was \$131,140.00 and to accept the minutes of the June 9 meeting as presented. Mr. Krein seconded the motion. There was no discussion. Motion carried 4-0.

Public Comments

No public comments.

New hospital construction

Joe Watt from BKD joined the meeting via phone. Ms. Larson asked about the depreciation on a new building. Mr. Watt said that is still up in the air and will be until the Secretary of HHS makes a determination on the requirements for the funding. He mentioned a couple of scenarios – the money could be granted which would most likely allow for depreciation or the money would get distributed to the state with HHS monitoring funds. They could then say since it's a federal funding source depreciation is not allowed. Phase 1 of the feasibility study will take 2-3 weeks; after phase 1 which is for internal use only, we will have a good idea of whether we should proceed. Mr. Watt left the meeting. Mr. Groh talked to Austin with Sletten Construction; he has another proposal for a feasibility study which is considerably higher in cost and they can't start right away.

Ms. Larson moved to hire BKD to do the feasibility study Phase 1. Mr. Krein seconded the motion. There was no discussion. Motion carried 4-0.

Finances

Dana Gilleland presented the financial statements. Patient revenue, less adjustments, on May 31 was \$482,293.54; operating revenue was \$9,001.42; non-operating revenue \$1,109,031.23 for total income of \$1,600,326.19. Operating expenses for the month were \$717,619.26. This results in a net

income of \$882,706.93 for the month of May 2020. The revenue includes the PPP funds of \$888,115.00.

Dana is evaluating the fixed assets entries and she indicated that the contractual allowances should be updated every month which hasn't been done. They will be updated significantly to make them accurate moving forward.

Budget Review

Mr. Krein moved to hold the budget hearing on Tuesday, July 14 at 5:15 p.m. with a meeting to follow at 5:30 to approve the budget. Mr. Boldon seconded the motion. A reminder was given to Nick post the budget as well as the hearing date and time in the Lusk Herald. Motion carried 4-0.

CARES/CSHIP/PPP updates

Nick provided updates as follows: with the CARES extension there is a lot more flexibility in spending. We have received \$84,000.00 for small hospitals from CSHIP. There are very specific guidelines with a full disaster relief plan relating to COVID.

Banking Privileges

WGIF – Ms. Larson made a motion to give Dana Gilleland permission to view and received statements as well as transaction authority and to give Nick Doucette view access only. Mr. Boldon seconded the motion. No discussion. Motion carried 4-0.

US Bank – Mr. Boldon made a motion to give Dana Gilleland full access to US Bank and transaction notifications to Mr. Groh and Ms. Ross. Ms. Larson seconded the motion. No discussion. Motion carried 4-0.

Lusk State Bank – Ms. Larson made a motion to add Nick Doucette as a signer on the Operating and PPP accounts and to give Dana Gilleland permission to view and receive statements as well as online access to the Operating and PPP accounts. Mr. Krein seconded the motion. The accounts will remain 2 signature accounts with one of the signers being able to phone in. Motion carried 4-0.

Accounts Receivable Review

Additional revenue cycle staff from RCI will be here to help Dee.

Credentialing/Enrollment

Karen Alexander is enrolled in everything. Other enrollments are proceeding.

Private Pay Policy/Chargemaster

We will get more aggressive with the discounts offered to uninsured patients. It is currently 20% but Nick would like to do 40-45%. There could be a chargemaster audit due to the COVID costs. There will be a blanket 3% increase effective July 1, and then a review will be done.

HMS Settlement

Karl wants \$232,000.00. Mark would like to offer half of that but Nick doesn't feel like Karl will accept a settlement. The board will handle this issue and not involve Nick as he has many other things to do.

Donations Policy

This will be a procedure not a policy. If a donation is received for equipment or a room a plaque will be put up. The original donors on the board will be separated and then start with new donors going forward.

Ms. Larson moved to enter Executive Session at 7:44 p.m. Mr. Boldon seconded the motion. Motion carried 4-0.

Public session resumed at 8:30 p.m.

Discussion was held and the Board will ask Karl to attend the July 14 meeting to discuss settlement terms.

Meeting adjourned at 8:35 p.m.