

Niobrara County Hospital District Board of Trustees

Board of Trustees Meeting Minutes

January 26, 2021 5:30 p.m.

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. Randi Ross, Secretary, JV Boldon, Member and Dan H. Hanson, Member. Also, in attendance from RCI were Nick Doucette, CEO and 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. Krein moved to accept the agenda. Mr. Boldon seconded the motion. There was no discussion. Motion carried 4-0.

Acceptance of the Minutes

Mr. Boldon moved to accept the minutes of the December 14, 2020 meeting and the January 15, 2021 special meeting. Mr. Hanson seconded the motion. There was no discussion. Motion carried 4-0.

Public Comments

Mr. Boldon was contacted with an issue involving the COVID-19 vaccine. Nick shared a letter of appreciation from a citizen regarding Marni.

Executive Operation Summary - December

Copy of the report is attached to these minutes.

Financials

Patient revenue, less adjustments, on December 31 was \$849,314.85; operating revenue was \$1,958.57; non-operating revenue was \$210,881.61 for total income of \$1,062,155.03. Operating expenses for the month were \$723,726.48; non-operating expenses were \$151.98. This results in a net income of \$338,061.02 for December.

The building and contents are underinsured. It has not been assessed or updated since 2014. It will be another two years before an assessor can come. Dana made adjustments to the value so the premium will increase.

We have about the same volume in December as November in the hospital. The clinic was more productive in December.

Old Business

Board packets – the Board requested the packets be sent to the members by the Friday before the meeting.

Funding Updates - The CARES federal provider relief money was slated to have everything done and reported by February 15, 2021, however that date has been extended but there is no date yet. The rural health clinic was given some funding that had a monthly reporting requirement. The reporting was not done; Nick will get it done by the end of the month.

Project Proposal General Contractor Update – Nick is waiting for a bid from Sletten as the General Contractor for the laundry room renovation. He is expecting it to be around \$190,000.00

Cost report update – We will probably not meet the January 30 deadline. The square footage previously reported is inaccurate. It was submitted at 26,000 square feet; Dan and Dana did an assessment and we actually have 30,000 square feet which changes the allocations significantly. Nick does not want to submit an inaccurate cost report. Dana will have to go through everything with Mark Lyons due to there being more “space” in the hospital. She will also work with Mark on adjustments to prior years reports. We can only go back six years to file amended cost reports. The second issue is uncompensated Medicaid for the ECF residents that is outside of the EMR. Nick is targeting February 1 as the date we will be done. Since we will miss the deadline, we will out of compliance with Medicare and Noridian. After seven days past the deadline, Medicare payments will pause until the cost report is received. Casey Peterson has everything they have asked for to complete the audit. Again, the uncompensated Medicaid is an issue.

Provider Credentialing – Dana is doing this now and she is currently updating provider profiles. Recredentialing for five providers was to happen in January 2020 but Kody dropped the ball. It will be done this week. Dana has a call with TriWest tomorrow to discuss the VA issue as there are some conflicting issues. All of the paperwork is completed. All five providers will be recredentialled within the next two weeks.

Ms. Ross moved that due to the issue with the VA we will continue to see VA patients and provide services at no cost until this issue is resolved. Mr. Krein seconded the motion. Discussion was held regarding notification and it was decided that VA patients will be called and informed of what we are doing. Motion carried 4-0.

Board Email addresses – Ms. Ross asked board members to update their contact information.

New Business

ER & Hospital Coverage Budget Analysis – NCH spent \$955,000.00 on ER coverage in 2020. Nick is exploring options to increase physician productivity, provide hospital coverage and improve the quality of care as well as being more cost effective.

Organization Chart Review & Long-Term Leadership Planning – Nick shared the gaps in the organization chart with the board and started a discussion on long term planning. He will be advertising for some positions in the near future.

Election of Officers –

Ms. Ross made a motion for the officers as follows:

Chairman – Mr. Mark Groh

Vice-Chairman – Mr. Travis Krein

Secretary – Ms. Randi Ross

Treasurer – Mr. Dan H. Hanson

Mr. Boldon seconded the motion. There was no discussion. Motion carried 4-0.

Banking Privileges –

WGIF – Ms. Ross moved to remove Ms. Shelly Larson as Administrator and to add Mr. Dan H. Hanson as Administrator. Mr. Krein seconded the motion. No discussion. Motion carried 4-0.

Lusk State Bank – Ms. Ross moved to add Mr. Dan H. Hanson as a signer on the operating account. Mr. Krein seconded the motion. In addition to Mr. Hanson, the signers are Mr. Groh, Ms. Ross, Mr. Krein and Mr. Doucette. The account will remain a 2-signature account with one of the signers being able to phone in. Motion carried 4-0.

HMS Invoice – the mediation was not as successful as we had hoped. Mr. Groh will contact Mr. Ridgeway tomorrow to offer \$175,000 with a contingency not to exceed the original invoice amount.

Next meeting is February 23, 2021 at 5:30 p.m.

Meeting adjourned at 8:31 p.m.

December 2020 Operational Summary

December saw a dramatic decrease in COVID-19 cases in the county and in the facility. Administration expected to see an uptick in cases after the Thanksgiving holiday, as did many other facilities. Administration continued to hold daily phone calls with all hospitals in SE Wyoming, however many other facilities also observed positivity rates holding steady or decreasing.

COVID-19 vaccinations began distribution in the latter part of December. Vaccines were made available to all hospital staff and all who wished to receive a vaccine were able to do so. Due to the allocation of vaccine to Niobrara County Public Health, vaccines were also able to be offered to the facility's extended care residents and the majority of residents consented to receive the vaccine.

Increased restrictions on visitation were implemented after the Thanksgiving and Christmas holidays. Both restrictions implemented called for no visitation for 10 days following each holiday to allow for the transmission and identification of viral infections.

In response to the pandemic and due to allocation of funds, the Wyoming Hospital Association was able to secure more funding for the state to continue funding contract labor for clinical positions. Traveler positions are expected to be subsidized through March 2021.

Revenues continued to improve from baseline, with \$779,000 charged in the month. Unbilled amounts, accounts receivable, and cash collections improved, showing a marked improvement in the business office as new staff members continue to improve the overall patient accounting process. Over \$700,000 was collection on patient accounts for the month, continuing the trend of overall positive cashflow.

