

Niobrara County Hospital District Board of Trustees

Board of Trustees Meeting Minutes

February 23, 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-President; Ms. Randi Ross, Secretary, Dan H. Hanson, Treasurer and J.V. Boldon, Member. Also in attendance from RCI were Nick Doucette, CEO and Dana Gilleland, CFO; and from NCH, Dan Northway, Director of Facilities, Heather Staudenmaier, Rawhide Rural Health Clinic Manager and Tammy Basile, recorder.

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

A quorum was verified.

Acceptance of the Agenda

Mr. Krein moved to accept the agenda with the addition of HMS & strategic planning under old business. Mr. Hanson seconded the motion. There was no discussion. Motion carried 4-0.

Acceptance of the Minutes

Mr. Hanson moved to accept the minutes of the January 26, 2021 meeting. Mr. Krein seconded the motion. There was no discussion. Motion carried 4-0.

Public Comments

Ms. Ross brought up Best on Board. It is an online course by Wyoming Hospital Association. They are free of charge with 6 different levels. You will receive a certificate of completion.

Laundry Room Updates – Mr. Northway updated the board on the plans for the laundry room. We are still waiting on the quotes from other contractor. All laundry will be done in house. To meet the codes, a commercial washer and industrial dryer is required. The laundry room will be separated to dirty side and clean side. If we outsource our laundry it will cost us \$6000 to \$8000 per month and increasing every year. Currently, we are not up to code.

Executive Operation Summary – January

Copy of the report is attached to these minutes.

Financials

Patient revenue, less adjustments, on January 31 was \$744,698.08; operating revenue was \$17436.97; non-operating revenue was \$53,752.25 for the total income of \$815,887.30. Operating expenses for the month were \$635,846.47; non-operating expenses were \$0. This results in a net income of \$180,040.83.

Overall it has been a good month.

Mr. Boldon moved to transfer the CEDARS money to WGIF. Mr. Krein seconded the motion. Currently we are earning about 0.02% interest at Lusk State Bank; will get a better return through WGIF. Motion carried 4-0.

The surety bond of \$25,000.00 for Mr. Hanson has been completed and turned into the County Clerk and County Treasurer.

Old Business

HMS - HMS is paid in full on February 5th.

Funding Updates - CSHIP money was spent on an equipment purchase, PPP forgiveness application is due and it is 100% forgivable. The cost report model is being updated; the VA contract was signed 2/4/2021. Nick will write a procedure for VA to address those patients who have other payer sources. The CARES reporting deadline was 2/15/2021 but has been rolled back.

340B – There was an increase in our 340B income. Patient reports are being uploaded and they are caught up through January. Also, a 340B Drug Expense GL has been added in order to track 340B drug cost. We will be reclassing July 2020 through December 2020 on February financial statement.

Cost Report is done and we are expecting a \$232,000.00 receivable. The audit is not complete – if we continue using Casey Peterson we will give them a timeline and if it's not met we will not pay them.

Mr. Krein moved to put the \$232,000.00 receivable into a separate account at WGIF. Mr. Boldon seconded the motion. No discussion. Motion carried.

Strategic Planning -

Ms. Ross moved to engage Cycle of Business to develop a strategic plan for the facility contingent on the ability to use COVID money. Mr. Hanson seconded the motion. The program costs \$12,000.00. Motion carried 4-0.

New Business

Provider Roster Update:

Mr. Boldon moved to accept the removal of Warren Shaulis; a provider from Sundance. Mr. Krein seconded the motion. There was no discussion. Motion carried 4-0.

Capital Projects - Emergency room cabinets will be installed; we can use CARES money. Isolation rooms are in progress.

FY 2022 Budgeting – An operational budget as well as a capital budget will be done.

Legislative Updates – Nick updated the board on legislative bills that he has been following.

CMS – Signatures need to be updated. Currently the authorized officials are Mark Groh, Nathan Hough and Chris Smolik. The signatures will be updated as follows:

Authorized Official – Mark Groh

Delegated Official: Nick Doucette and Dan Hanson.

Mr. Krein moved to enter Executive Session at 7:55 p.m. Mr. Boldon seconded the motion. No discussion. Motion carried 4-0.

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

Meeting adjourned at 8:30 p.m.

