

Niobrara County Hospital District Board of Trustees

Board of Trustees Meeting Minutes

February 24, 2022 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, Mr. Dan H. Hanson, Treasurer and Mr. J.V. Boldon, Member. Also in attendance from D.G. Solutions was Dana Gilleland, CEO and from NCH Neil Shores, DON/APRN 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. Boldon moved to accept the agenda. Mr. Hanson seconded the motion. No discussion. Motion carried 4-0.

Acceptance of the Minutes

Mr. Boldon moved to accept the minutes of the February 3, 2022. Mr. Hanson seconded the motion. No discussion. Motion carried 4-0.

Public Comments – A relative of a resident commented that our facility is the cleanest she has ever seen and was pleased to see that our residents are well taken care of. Also, we got a very nice compliment from the wife of one of our inpatients.

Financials for January

Patient revenue, less adjustments, on January was \$574,647.42; operating revenue was \$28,298.14; non-operating revenue was \$39,009.63 for the total income of \$641,955.19. Operating expenses for the month were \$631,224.29; non-operating expenses were \$52.82. This results in a net income of \$10,678.08 for the month.

Operational Summary

- Attached

NCHD Hospital Stats – Visits were up for the month of January.

Old Business

Strategic Planning – Community Engagement. Letter will be sent out soon and the tentative date is March 24, 2022 starting at 5:30 or 6:00 at the Fairgrounds – Dana will check on the venue.

Generator Update – No change. We are still waiting on an official updates that include the electrical from Casper.

Atrium Update – No change.

COVID Vaccine Mandate – Policy was written as mandated and will be implemented effective March 1.

Reluctantly, Ms. Ross moved, under protest, to accept the COVID vaccination policy as mandated by CMS and CDC guidelines in order to keep our facility operational. Mr. Krein seconded the motion. The board members do not support the mandates but realize that if we do not comply our hospital will have to close. **Motion carried 4-0.**

Infection Control Policies – Updated policies will be sent out to the Board for review.

Chargemaster Update – changes have been implemented.

Website Update – We are about 50%–60% done. It was recommended that we have one logo for both the hospital and the clinic rather than each entity having its own.

Nurse's house – pipe burst; rehoused the male nurse to the physician's house; may need to put the females in a motel until pipe is repaired.

Cost Report – due Monday February 28, 2022.

New Business:

Bylaws Update –reviewed every 2 years.

Ms. Ross moved to update the bylaws by removing Revenue Cycle Insights and replacing it with DG Solutions and removing Management Services Agreement and replace it with contract. Mr. Hanson seconded the motion. No discussion. Motion carried 4-0.

Mill Levy Update – every 4 years the additional 3 mills are up for renewal. This will be on the ballot in November of this year.

Business Office Policy Change Signage – signs will go up this week in the Clinic and ER stating that payment is due at time of service.

Board approval on new purchase – Proposal was made by Dan Northway for Building Automation System. Our current system is outdated and components are no longer manufactured. It takes longer to repair since the parts are hard to find. We have issues with controlling the temperature. The system will cost approximately \$217,000.

Mr. Krein made a motion to move forward, pending further review, to purchase the Building Automation System. Mr. Hanson seconded the motion. Discussion

was held stating that, if no objections were made by Monday, February 28, then it is OK to purchase. **Motion carried 4-0.**

Policy Review– There were three Business Office policies for review; Self-Pay Discounts, Prompt Pay Discount; and Financial Assistance Program.

Mr. Hanson moved to enter Executive Session at 7:05 p.m. Mr. Krein seconded the motion. No discussion. Motion carried 4-0.

Public session reconvened at 7:40 p.m.

Meeting adjourned at 7:40 p.m.

Next meeting is March 22, 2022 at 5:30 p.m.