

Niobrara County Hospital District Board of Trustees

Board of Trustees Meeting Minutes

August 23, 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/CFO, from Rawhide Rural Health Clinic, Dr. Falkenburg, and from NCH, Tammy Basile, recorder. From the public were Doyle and Monika Davies, Thomas Dunlap, Janae Miller, Kathy Coon, Rich Pullen, and Sara Soderberg.

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

A quorum was verified

Approval of the Agenda

Mr. Boldon moved to approve the agenda as presented. Mr. Hanson seconded the motion. No discussion. Motion carried 4-0

Acceptance of the Minutes

Mr. Boldon moved to accept the minutes of the July 26, 2022 regular meeting and the August 16, 2022 special meeting. Mr. Hanson seconded the motion. No discussion. Motion carried 4-0

Public Comments

Mr. Hanson shared that he had heard from community members that a visiting family member received excellent care in our facility.

Dr. Falkenburg addressed the board regarding her contract.

Financials for July

Patient revenue, less adjustments, in July was \$507,192.08; operating revenue was \$177.63; non-operating revenue was \$63,277.34 for the total income of \$570,647.05. Operating expenses for the month were \$571,754.73; non-operating expenses were \$56.95. This results in a net income of -\$1,164.63 for the month.

Operational Summary

- Attached

NCHD Hospital Stats – Slowly getting our programs built back up.

Old Business

QUAPI - Canopy Engagement for Quality - Clinical Measures Decides – Christina and Dana will meet next week for clinical measures and for all measures for each department. It is not only clinical but also financial measures.

Employee Engagement Survey – Released – They were sent and have 38 of 52 responses back.

Physician House – They are ready to be put on the market. The buyer is willing to continue to rent to the hospital. We are open to signing the contract with this buyer.

ARPA Grant Submitted on 8/12/2022 - Construction Remodel

New Business -

Billboard Ad Approval – The cost is \$8,000 a year to renew for all. A suggestion was made if we can put some message on the billboard.

Mr. Krein moved to approve an \$8000 renewal of the billboard. Mr. Boldon seconded the motion. No discussion. Motion carried 4-0.

Shift Differential Pay Structure – We want to implement the night shift and weekend shift differential. Eligible employees will receive \$2.50 on hours worked between 18:00 to 06:00.

Mr. Krein moved to approve the Shift Differential Pay Policy. Mr. Hanson seconded the motion. No discussion. Motion carried 4-0.

Dress Code Policy Update – received some feedback from our community that some were more casual than business casual.

Mr. Krein moved to approve the Dress Code Policy. Ms. Ross seconded the motion. No discussion. Motion carried 4-0.

PTO Policy Update Approval – Section E: Employee must be in good standing with NCH to be eligible to receive PTO payment upon termination of employment (ie. Not on probation, suspension, terminated with cause) was added to the policy.

Mr. Boldon moved to approve the Paid Time Off Policy. Mr. Hanson seconded the motion. No discussion. Motion carried 4-0.

Extended Illness Policy –added Section E Detail

Mr. Hanson moved to approve the Extended Illness Policy. Mr. Krein seconded the motion. No discussion. Motion carried 4-0.

Emergency Room Suture Removal Policy – Suture removal is available in the clinic Monday through Friday so that the patients do not have to come to ER for the procedure.

Mr. Hanson moved to approve the Extended Illness Policy. Mr. Krein seconded the motion. No discussion. Motion carried 4-0.

Approval Process Policy – It will be the policy of NCHD approval process for policies that are being reviewed and minor updates will not need to be approved by the Board members, only by the CEO.

Mr. Krein moved to approve the Approval Process Policy. Mr. Boldon seconded the motion. No discussion. Motion carried 4-0.

COVID Restrictions – We will revisit the policy

Portable X-Ray Approval – ARP (American Rescue Plan) is paying for this – We received a \$257,000 grant. The cost for the portable x-ray is \$116,000.

Mr. Hanson moved to approve the purchase of Portable X-Ray. Mr. Boldon seconded the motion. No discussion. Motion carried 4-0.

Install a glass window in ER (\$17,700) and the Clinic. (\$27,350) lead time is 45 to 60 days.

Mr. Boldon moved to approve the installation of the glass windows in the ER and the Clinic. Mr. Krein seconded the motion. No discussion. Motion carried 4-0.

Tractor Enclosure Board Approval – Getting ready for winter – This is for purchasing a plastic cab for the snow removal tractor. It will cost \$6,798.57. We will look into better alternatives than a plastic cab.

HR Director – We interviewed 2 candidates.

Public Comments – We had several individuals expressing support for Dr. Falkenburg. “She is the best thing that happened in Lusk. It will be a disservice to the community if we do not try to keep her. Dr. Falkenburg is our hospital. She is the reason we come here.”

Mr. Krein moved to enter the Executive Session at 7:16 p.m. Mr. Hanson seconded the motion. No discussion. Motion carried 4-0.

Public session reconvened at 8:44 p.m.

Meeting adjourned at 8:44 p.m.

Next meeting is September 27, 2022, at 5:30 p.m.