

Niobrara County Hospital District Board of Trustees

Board of Trustees Meeting Minutes

October 25, 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 and from NCH Dr. Behringer, Medical Director, Steve Hendrickson, IT, and Tammy Basile, recorder. From the public were Doyle Davies, Monika Davies, and Sheila Boldon.

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. Mr. Boldon seconded the motion. No discussion. Motion carried 4-0.

Acceptance of the Minutes

Mr. Boldon moved to accept the minutes of the September 27, 2022. Mr. Hanson seconded the motion. No discussion. Motion carried 4-0.

Public Comments – Financials are very informative and helpful.

Financials for September

Patient revenue, less adjustments, on September was \$940,639.08; operating revenue was \$34,147.73; non-operating revenue was \$85,571.09 for the total income of \$1,060,357.90. Operating expenses for the month were \$963,711.95; non-operating expenses were \$275.68. This results in a net income of \$96,370.27 for the month.

Operational Summary

- Attached

NCHD Hospital Stats – Attached.

Old Business

Custom Learning Solutions Presentation - Brian Lee and Rhonda joined the meeting via Zoom. Custom Learning Systems is recognized as a leading expert in helping organizations transform their service delivery by creating a 5-star critical access hospital in the state, to improve patient satisfaction through employee engagement, HCAHPS (Hospital Consumer Assessment of Healthcare Providers and Systems) Webinars, and thoughtful, personalized coaching and consulting. It will take 2 to 3 years to change the culture. The cost is \$76,560 per year. Up to 85% of that cost will be back on cost report.

Mr. Krein moved to accept the Custom Learning Solutions. Mr. Hanson seconded the motion. No discussion. Motion carried 4-0.

HR Director Update - There are 2 candidates and interviews are scheduled.

New Business

Western State Fire Protection - Isolated Sprinkler System - Quote is \$11,885 to bring us up to code in the laundry area.

IT Discussion - Steve Hendrickson updated the board on technology infrastructure, cyber security and future needs in the technology area.

New Employee Business Office Orientation Policy - To ensure NCHD is educating new employees on our business office policies and opportunities for payment plans.

Mechanical and Manual Lifts Policy - To ensure the safety of patients and residents during transfers.

Personal Cell Phone Usage in Clinical Care Areas Policy - To ensure all employees are not utilizing cell phones in clinical areas, thus not being distracted from their work during their scheduled shift.

Company Credit Card Policy - To ensure the appropriate use of company credit card.

Mr. Krein moved to accept all 4 policies. Mr. Boldon seconded the motion. No discussion. Motion carried 4-0.

Mr. Hanson moved to enter Executive Session at 7:15 p.m. Mr. Krein seconded the motion. No discussion. Motion carried 4-0.

Public session reconvened at 7:50 p.m.

Meeting adjourned at 7:50 p.m.

Next meeting is December 13, 2022 at 5:30 p.m.