

Niobrara County Hospital District Board of Trustees

Board of Trustees Meeting Minutes

July 5, 2023, 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. Travis Krein, Chairman; Mr. J.V. Boldon, Vice Chairman, Ms. Randi Ross, Secretary, Mr. Dan H. Hanson, Treasurer and Nick Healey, Legal Counsel, by phone. In attendance from DG Solutions was Dana Gilleland, CEO/CFO, from NHC were Linda Noe and Dan Northway.

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

A quorum was verified

Approval of the Agenda

Mr. Boldon moved to accept the agenda. Mr. Hanson seconded the motion. No discussion. Motion carried 3-0.

Approval of the Minutes

Mr. Hanson moved to approve the minutes of the May 23 meeting. Mr. Boldon seconded the motion. No discussion. Motion carried 3-0.

Public Comments –

Financials

Patient revenue, less adjustments on May 31 was \$648,861.42; operating revenue was \$37,043.40; non-operating revenue was \$110,866.17 for total income of \$796,770.99. Operating expenses for the month were \$874,568.65; non-operating expenses were \$15.00. This results in a net income of **-\$77,812.66**.

Operational Summary

- Attached

NCHD Hospital Stats – Attached.

Old Business

Custom Learning Solutions Update – provided onsite training for Customer Service 5 Star front line staff and it went well

Strategic Planning Objectives Follow-Up – the team met and there will be an updated plan at the next meeting.

Staffing Update – have been interviewing DON candidates and an offer has been made; hope to have the position filled by early August. NCH has hired several FT employees to replace travelers.

New Business

Floating Holiday Discussion – exploring a floating holiday for employees to use at their discretion.

Payroll System – the hospital will be transitioning to a new system on 10/1/2023.

Updated Policy Approvals –

Mr. Boldon moved to approve the EIB policy. Mr. Hanson seconded the motion. No discussion. Motion carried 3-0.

Mr. Hanson moved to approve the TB policy. Mr. Boldon seconded the motion. No discussion. Motion carried 3-0.

Med Staff & QAPI Board Member Liaisons – Mr. Krein was appointed to the Med Staff; Ms. Ross was appointed to QAPI.

State Survey – The facility received 4 tags during the 3-day survey. All have been resolved. The feedback from the survey team was positive overall.

Life & Safety Survey – They came during the 3-day State survey so there were some issues resulting from the timing. There were nine issues that Dan is working to get resolved.

Employee Retention Bonus Approval –

Mr. Boldon approved \$99,000 to be used for employee bonuses including the four contract employees. Mr. Hanson seconded the motion. This is a way to show our employees that we value them. Amount is based on status such as full time, part time, etc. Motion carried 3-0.

Capital construction – we are getting a quote for converting the old OR to a new CT/Radiology area. The current funds in the Hospital Foundation will be available to us once there is a quote. Estimated cost is \$250,000.00

FY 24 Budget Approval -

Mr. Hanson moved to approve the FY24 Budget as presented. Mr. Boldon seconded the motion. No discussion. Motion carried 3-0.

Mr. Hanson moved to enter Executive Session at 6:58 pm. Mr. Boldon seconded the motion. No discussion. Motion carried 3-0.

Public session resumed at 7:08 pm.

Mr. Boldon moved to adjourn the meeting at 7:08 p.m. Mr. Hanson seconded the motion. No discussion. Motion carried 3-0.

Meeting adjourned at 7:08 p.m.

Next meeting is July 25, 2023 at 5:30 p.m.