

Niobrara County Hospital District Board of Trustees

Board of Trustees Meeting Minutes

December 12, 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, Connie Volk, member. In attendance from DG Solutions was Dana Gilleland, CEO/CFO. Attending from NCH were Heather Staudenmaier, Linda Noe, Kiffany Skrukrud, Dan Northway, Steve Hendrickson and Dr. Behringer.

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

A quorum was verified

Approval of the Agenda

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

Approval of the Minutes

Mr. Boldon moved to approve the minutes of the October 24 meeting. Mr. Hanson seconded the motion. No discussion. Motion carried 4-0.

Public Comments – received positive comments from the community regarding employees and service.

Ms. Ross moved to approve the consent agenda. Ms. Volk seconded the motion. No discussion. Motion carried 4-0.

Consent agenda items were financials, operational summary and stats. October 31 net income was \$86,980.15 and November 30 net income was \$184,170.38.

Old Business

Custom Learning Solutions Update – we are now in the “do it” phase and are moving into year two. During employee orientation there will be two trainers to help the new employees understand the customer service project.

CT Project Update/Architect Update – waiting on bids.

Payroll System Implementation – the new time clocks will be using biometrics; the system is on target to go live the first or second week of January; no later than 1/12/2024.

Strategic Plan Update – January 17, 2024; 8:30-3:30

OSHA Site Visit Results – there were minor findings such as broken outlet covers in the garage and one in the building

NHSC Site Visit Results – went well; will be wrapped up by Friday, December 15. We currently have no physicians enrolled in the program.

Policy Stat Implementation Complete – program is live and working well

Helmsley Grant Update – money has been received and the hospital will be purchasing ultrasound equipment in order to add a new service line.

QAPI Reports Update – focusing on fall prevention and med errors

New Business

Building Automation Capital Project – the system is failing and parts are not available.

Mr. Boldon moved to allocate \$181,400.00 of SPET funds to G & R Controls to replace the Building Automation system. Mr. Hanson seconded the motion. The timeline is 6 months and the system will be compatible with our other systems. Motion carried 4-0.

Health Insurance Plan Update – BCBS of Montana dropped the hospital. Our carrier is now Cigna. There was a 7% increase in the premiums; 3% to the employee and 4% to the facility.

Cost Report – the cost report was filed on 11/30/2023. There is a receivable of \$300,000.00.

ACH Transition Timeline – We are trying to move away from writing checks due to issues with the mail and the ability to receive more discounts. Most vendors are requesting ACH payments now. The hospital would like to transition and start in the second quarter 2024 with 75-80% of the vendors. The board will still have approval on all expenditures; rather than signing checks, the approvals will be done electronically.

Whistleblower Policy - **Mr. Boldon moved to approve the whistleblower policy. Ms. Volk seconded the motion. No discussion. Motion carried 4-0.**

Mr. Boldon moved to adjourn to executive session at 6:03 pm. Mr. Hanson seconded the motion. No discussion. Motion carried 4-0.

Regular session reconvened at 7:10 pm.

The hospital will not be signing as an in-network provider with United Healthcare for Medicare Advantage plans.

Mr. Boldon moved to adjourn the meeting. Mr. Hanson seconded the motion. No discussion. Motion carried 4-0.

Meeting adjourned at 7:12 p.m.

Next meeting is January 23 at 5:30 p.m.



Travis Krein, Chairman



Randi Ross, Secretary