CROOK COUNTY MEDICAL SERVICES DISTRICT

BOARD OF TRUSTEES MINUTES

Friday March 23, 2018

Hospital Conference Room-Sundance 1:00 p.m.

Persons in attendance: Sandy Neiman, President; Joey Kanode, Trustee; Judy Bettmann, Treasurer; Mark Erickson, Trustee; Connie Lindmier, Secretary – by phone.

Nathan Hough, CEO; Joe Rude, HMS; Karl Rude, HMS; Bonnie LeSeuer, HMS – by phone.

Kyle Ridgeway, Legal – by phone.

Mike Burke - HGFA Architect

Call to Order: President Sandy Neiman called the meeting to order at 1:00 p.m.

Public Comments None

Adoption of Agenda:

*Joey made the motion to accept the agenda with corrections to include – CT & Helmsley grant in CEO report, Heating & Cooling complete 5/1/2018, Computers done. Mark Erickson seconded the motion. Motion carried.*

Approval of Minutes: February 23, 2018.

*Judy Bettmann made the motion to approve the minutes of February 23, 2018 with corrections on Bearlodge Rehab and change Executive wording to “Contract”. Joey Kanode seconded the motion. Motion carried. Minutes approved.*

Policies: Nathan reviewed the new policies to be done in Lab and in-house. Turn around time is much faster. Chem 108, Chem 109, Chem Lab 100 (Specimen Collection), Chem 001, Chem 002, Chem 003, Chem 004, Chem 005, Chem 006, Chem 007, Chem 008, Chem 009, Chem 013, Chem 014, Chem 015, Chem 016, Chem 017. *Judy Bettmann made the motion to approve the Lab policies (17 listed above) as presented by Nathan. Mark Erickson seconded the motion. Motion carried.*

Financial Report – Bonnie LeSeuer presented the financials.

Bear Lodge Rehabilitation. – presented. Discussion followed.

February 2018 Balance Sheet –

February 2018 Income Statement – lab is shown in other departments, not in lab financials. That will be corrected. Medicare payback was discussed. Acute care, Administration, Lab etc. was discussed. Nathan stated that March is looking good (better)

Cash Position – March 23, 2018 - Financials shown as of February 22, 2018 – on documents given to Connie…

AR Aging –

Vendor aging –

Board Treasurers Report – Judy Bettmann presented the Board Treasurer’s report.

 Checking: January Interest - $1.36 = $ 10,009.58

 February Interest - $1.15 = $ 10,010.73

 Super Now: 2/16/18 Deposit - $ 23,208.49 = $553,522.48

 3/19/2018 - $ 1,229.14 = $554,751.62

*Joey Kanode made the motion to ratify the Board Treasurer’s report. Mark Erickson seconded the motion. Motion carried.*

Accounts Payable – 30-120 day. $200,000.00 will be needed to pay AP. Bonnie requested Trustee money to pay these.

Discussion followed concerning use of the Trustee Mill Levy monies. Kyle will pull the statute.

CT remodel will be a monthly payment.

Medicare adjusts their payments if you use Trustee (Mill Levy) money for capital expenses.

Kyle stated that the Wyoming Statute shows no restriction on how to use mill levy monies. It is for the benefit of the District.

*Mark Erickson made the motion to move $200,000.00 from the Trustee account to the General Fund, which will leave $350,000.00+- in the Trustee account. Joey Kanode seconded the motion. Motion carried.*

Insurance was discussed. It may be good to shop each year to get better rates. Bonnie checks this and keeps up-to-date. CCMSD now has an history, so can shop around for future.

*Joey Kanode made the motion to approve the financials. Mark Erickson seconded the motion. Motion carried.*

February 2018 Payroll

*Joey Kanode made the motion to ratify February 2018 payroll for $345,100.18. Mark Erickson seconded the motion. Motion carried.*

OLD BUSINESS

CT & CT Remodel – RFPs MikeBurke, architect presented the 5 proposals. He discussed each, including experience in Health Care buildings, size, CMAR budget, Completion dates, pre-construction lease, etc.

*Mark Erickson made the motion to interview HCI and Dick Anderson the first week of April. Judy Bettmann seconded the motion. Motion carried.*

Athena/Razor –

Helmsey Grant:

Hulett Clinic: HMS was asked to provide data to community group on LTC utilization/projection in Hulett area. Karl Rude presented the data. Discussion followed.

The Foundation requested support if they purchase land for the Hulett clinic. Options were discussed – including the Foundation purchase, donations, building clinic, other potential projects.

The Foundations wants to do a kick-off of fundraising the weekend of the Hulett Rodeo in June.

*Connie Lindmier made a motion to accept and utilize the land to go to building the clinic and other Foundation projects. Mark Erickson seconded the motion. Motion carried.*

*Motion as reflected in recording: “That the CCMSD Board of Trustees will commit to support the Foundation’s acquisition of land, and development of property, by committing to utilize any appropriate space developed, as a long term renter, for the Hulett Clinic or other medical purposes, as a renter and operator”. (Kyle Ridgeway, attorney)*

Moorcroft clinic: Nathan stated that the Pharmacy opening has been moved to mid-April, now shooting for 23rd – Pharmacy state/fed license happens at their own pace.

Heating/Cooling: It should be totally complete not later than May 1 with State inspection included.

Van Grant – Invoice was received, Nathan is working on continuity in grant money covering the check CCMSD writes. Discussion followed.

Computers - Kernel-memory-leaking Intel processor – Brain box is completed

NEW BUSINESS - none

CEO Report and Management Report–

 Project Updates

1. Family room – Nathan gave an update on the status. 2 new sinks and a donation of furnitures for suites was made.
2. Title 25 – Behavioral Health Unit manager from Gillette came over and met with us on March 1.
3. Health Fair blood draws – see flyers. Blood draws are in process.
4. LTC – A new common room divider has been installed in LTC. LTC survey took place the week of March 12th. State survey showed 3 tags – hygiene, restraints, expired creamer.

EXECUTIVE

*Mark Erickson made the motion to go into Executive Session to review contracts at 3:25 p.m. Joey seconded the motion. Into Executive.*

Out of Executive at 4:00 p.m. No action taken.

Adjournment – *Judy Bettmann made the motion to adjourn at 4:02 p.m. Joey Kanode seconded the motion. Meeting adjourned.*

Next Meetings:

Regular Board meeting – April 20, 2018 – Friday – 1:00 p.m. – CCMSD hospital meeting room.