CROOK COUNTY MEDICAL SERVICES DISTRICT

BOARD OF TRUSTEES MEETING MINUTES

Thursday May 25, 2017

Hospital Conference Room-Sundance 10:00 a.m.

Persons Present: Sandy Neiman, President; Connie Lindmier, Secretary; Joey Kanode, Trustee; Mark Erickson, Trustee; Judy Bettmann, Treasurer.

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

Call to Order: President Sandy Neiman called the meeting to order at 10:67ap.m.

Public Comments: None

Adoption of Agenda: *Joey Kanode made the motion to approve the Agenda with changes: delete Re-appointment privileges, delete Charge Master, and delete By-laws, medical staff. Judy Bettmann seconded the motion. Motion carried. Agenda approved as changed.*

Approval of Minutes: Approval of minutes for April 10, 2017; April 28, 2017; May 12, 2017 tabled until the next meeting in order to give the Board members time to read them.

Policies: None

Financial Report: Bonnie LeSeuer presented the financials.

 Bear Lodge Rehabilitation - CEO/Financials were discussed. Roni gave an updated status to Nathan. They are presently spread thin.

Discussion followed concerning options to make it work better. This will include Therapy options. Nathan will follow up.

April 2017 Balance Sheet – Balance sheet was reviewed. Receivables continue to go down.

April 2017 Income Statement – Income statement was reviewed.

Cash Position – General fund has $130,904.63. Totals included $1,168,200.16.

April 2017 AR Aging – was discussed.

Vendor aging – was discussed.

 Impacts of adding Dr. French, Dr. Woodell, and Replacement for Alicia were all discussed.

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

 3/31/2017 - $ 8.74 Interest

 4/20/2017 - $ 57,950.00 – From Foundation for AC

 4/28/2017 - $ 9.61 Interest

 5/11/2017 - $ 27,660.49 – Crook County Treasurer

 5/25/2017 Balance = $194,117.59

Cost Report – Has to be redone now. We have $369,143.26. Audit is complete. Eide Bailey will come in to give the report. We can also do a video chat at the next meeting.

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

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

April Payroll – *Joey Kanode made the motion to approve the April 2017 Payroll for:*

 *4/7/2017 - $149,820.04*

 *4/21/2017 $155,131.27*

 *Total $304,951.31*

 *Mark Erickson seconded the motion. Motion carried. April Payroll approved.*

OLD BUSINESS

Athena/ Razor: Athena was previously discussed in financials. Payments are to start for CCMSD to pay Athena. Pharmacy is still struggling, and Lab is struggling.

Helmsey Grant: Update due in April was accepted. The one year extension was granted.

Costs of CT remodel: Mike from the (building, construction planning) company will be here Wednesday, May 31, 2017 with architects, etc.

Hulett Clinic: Final report is to be here this week. Hulett Town council was wondering what will be the next steps. The Grand period ends 30th June-extension until December was granted.

Moorcroft clinic: Kyle Ridgeway, Attorney posted a Legal Notice concerning the sale. Nathan will ask Kyle about #3, 5, 6, & 9. We can have bids in a week if it is ok. He will ask Kyle which newspapers to advertize in.

*Connie Lindmier made the motion to accept the legal notice with legal clarifications from Kyle on the property. Judy Bettmann seconded the motion. Motion carried.*

Telepharmacy: Newcastle is interested in a co-op Telepharmacy. Discussion followed. We are now working with Vila Pharmacy. Vila is the 340B provider. Nathan will get legal questions on this to Kyle. Ex: #17 – limits on liability, drive-up, remodeling. Approval would need to be done thru the State. Nathan will get the legal questions answered.

*Joey Kanode made the motion to table the Telepharmacy for six months, to get questions answered. Mark Erickson seconded the motion. Tabled until further information.*

NEW BUSINESS

Budget – The budget was reviewed and discussed. Estimated +- $1 million in growth of revenue.

*Connie Lindmier made the motion to ask for the 3 mill levy continuance of the mill levy. Mark Erickson seconded the motion. Motion carried.*

*Joey Kanode made the motion to approve the proposed budget for the County Commissioners approval. Judy Bettmann seconded the motion. Motion carried.*

Bonnie will convert the proper documents to be sent to the County Commissioners. Nathan will post it in the newspaper.

CEO Report and Management Report– Nathan Hough, CEO.

1. CCMSD LTC has 5 star rating.
2. Employee recognition dinner was good.
3. Education Clinical Site – University of Mary – NP will work this summer
4. ED imaging - update
5. LTC discussion
6. Best practices
7. Acute care – 2007 walk thru discussion
8. Hulett Clinic
9. Moorcroft Clinic-posting for clinic bids.
10. HVAC update.
11. Planning session work list.
12. Services – used community needs assessment.

Mission Statement: “Provide High Quality Care that puts our Patients First”.

*Joey Kanode made the motion to adopt the Mission Statement “To Provide High Quality Care that puts our patients first”. Mark Erickson seconded the motion. Motion carried.*

Employee recognition dinner was on Saturday May 20, 2017.

Website will be updated with mission statement.

State Trustee meetings were discussed.

*Judy Bettmann made the motion to go into executive session with the Board only at 1:50 p.m. Mark Erickson seconded the motion. Motion Carried.*

The Board went into Executive Session

EXECUTIVE SESSION

The Board went out of Executive Session at 2:27 p.m.

*Joey Kanode made the motion to transfer $60,000.00 from the Trustee account to the General Fund for payment of bills. Judy Bettmann seconded the motion. Motion carried.*

Judy will make out a check for the $60,000.00

*Mark Erickson made the motion to send a letter to the Catholic Church for the right of first refusal for the land. Joey Kanode seconded the motion. Motion carried.*

Adjournment *Connie Lindmier made the motion to adjourn at2:33 p.m. Mark Erickson seconded the motion. Meeting adjourned.*

Respectfully submitted,

Connie Lindmier, Secretary

Next Meetings:

Public Hearing for Budget – June 15, 2017, Thursday, 5:30 p.m. Conference Room.

Regular Board Meeting – June 29, 2017, Thursday. 6:00 p.m., Hospital Conference Room, Sundance