
**CROOK COUNTY MEDICAL SERVICES DISTRICT
BOARD OF TRUSTEES MEETING MINUTES**

Thursday, July 21, 2016
Hospital Meeting Room
9:00 a.m.

Persons Present -

Board Members: Sandy Neiman, President; Connie Lindmier, Secretary; Judy Bettmann, Treasurer; Judy Hutchinson, Trustee; Roger Jones, Trustee
Staff & Associates: Nathan Hough, CEO; Joe Rude, HMS; Bonnie LeSueur-HMS
Guests: Thomas J. Murphy and Denise McCord, Yellowstone Insurance Exchange, RRG

Call to Order - President Sandy Neiman called the meeting to order at 9:07 a.m.

Public Comments - None

Adoption of Agenda – *Judy Bettmann moved to adopt the Agenda as presented. Judy Hutchinson seconded the Motion. Motion carried. Agenda adopted.*

Approval of Minutes – June 21, 2016. – *Judy Bettmann made the motion to accept the minutes with the correction – payroll \$271,292.53 total. Roger Jones seconded the motion. Minutes accepted as corrected.*

Yellowstone Review and Report – Tom Murphy, Director of underwriting and Denise McCord, RN, Risk Management Specialist were introduced. Their purpose is to discuss insurance for CCMSD and options.

Executive Session

Judy Hutchinson Made the motion to go into Executive session at 9:11 a.m. to discuss insurance, provider issues and provider benefits. Judy Bettmann seconded the motion. Persons present moved into Executive Session. Judy Bettmann made the motion to go out of executive session at 11:11 a.m. Roger Jones seconded the motion. Motion carried.

Persons present moved into public session.

Sandy gave a thank you for Yellowstone for coming.

HMS presentation – Proposed changes on provider issues – Executive
Kyle Ridgeway-legal – Proposed changes on provider benefits – Executive

Judy Bettmann made the motion to go out of executive session at 11:11 a.m. Roger Jones seconded the motion. Motion carried.

Persons present moved into public session.

Sandy gave a thank you for Yellowstone for coming.

Decision was made to move forward on employment. Board reviewed and approved the provider template and recommend moving forward with new agreements. Joe will terminate all agreements with providers and execute new provider agreements. It will help IRS rules. This will be completed within 90 days.

Judy Hutchinson made the motion to terminate current provider employ agreements with the reimbursement clause in question within 90 days and replace them with the new agreement. Judy Bettmann seconded the motion. Motion carried.

Effective immediately, CME – for the new agreement will reduce the amount already spent toward any reimbursement.

Chargemaster – Professional component / Technical facility component. There are two parts to services billed by CCMSD. Both will be billed to Medicare. CCMSD will set prices – promote that we are lower than others in the area without losing \$s on Medicare.

Nathan recommended we follow Eide Bailey’s formula to price Chargemaster then check market prices to reach actual price. Are we charging appropriately? Can we capture the \$s.

Changes will be implemented immediately.

Methodology – it helps all because charity cases and other uninsured are not penalized. We can cut cost to patient if cash is paid now. Ex: Medicare does not pay respite care, so compare it to the market data.

Roger made the motion to adopt the proposed methodology as proposed by Eide Bailey & HMS / Nathan and compare to market data. (two people will only have access to make changes).

Discussion followed – new service or change – documentation, CPT Code, description, etc.

Judy Hutchinson seconded the motion. Votes for the motion were Roger-yes, Judy B-yes, Connie-yes.

Motion carried.

Connie Lindmier made the amendment to the above motion that the Board will ratify changes for financials on a monthly basis. Judy Hutchinson seconded the amendment. Vote on motion as amended – approved Judy Hutchinson-yes, Judy Bettmann-yes, Connie Lindmier-yes.

Vote on original motion with amendment same as above.

The Board will ratify changes for financials on a monthly basis.

Financial Report – Bonnie LeSueur

Bear Lodge Financials – Financials reviewed. Table further discussion until Bear Lodge Rehabilitation meeting this afternoon.

June 2016 Balance Sheet – \$177,000.00 was billed out this week (manually). The majority of June invoices were paid.

We may have to have an allowance of over \$1 million not collected.

June 2016 Income Statement – There is money out there that is being missed. Bad debt. +- \$200,000.00 down. They will see what comes in before payroll.

June 2016 AR Aging Report – same as above.

July 21, 2016 Cash Position – Zero balance on account. No payments will be sent out until payroll.

Expect current financials 2-3 months after June 30th.

Athena EMR is still not working as it should.

Board Treasurers Report – Judy Bettmann

7/14 - Deposit – CC Treasurer - \$5,771.04

6/30 – Deposit – Interest - \$ 17.78

7/21 – BALANCE \$320,018.07

Bonnie requested \$140,00.00 for payroll.

Judy Hutchinson made the motion to transfer from the Trustee to the Payroll account \$140,000.00. Judy Bettmann seconded the motion. Motion carried “with a grudge”.

Roger Jones moved to approve the financials. Judy Hutchinson seconded the motion. Motion approved.

Payments Ratification

Accounts Payable Ratification: June 2016 – three accounts vendors are not paid. Discussion followed.

No motion made.

Payroll Ratification: June 2016 – *Roger Jones made the motion to ratify the Payroll for \$281,900.25. Connie Lindmier seconded the motion. Motion carried.*

Old Business

Athena/ Razor – update – Athena still has problems. Continuing to attempt to work with them.

Helmsey Grant – update – Shelly Stingly from the Grant has been very supportive. Deadline can be extended.

Costs of CT remodel - no update

Hulett Clinic – MOU is completed. Nathan attended a couple town meetings at Hulett. WBC wants to be kept in the loop.

Moorcroft clinic – New clinic repairs – Blackburn contractor has a quote for repairs.

Moorcroft clinic - Old clinic – Roni is moved out. Bids to demolish will be next. Discussion followed. Community will be allowed to “scavenge”. Non-structural – can have doors and windows. Sandy will follow up.

By-laws – Medical Staff – Dr. Larsen will review and have ready by July 27 Medical Staff Meeting

Policies to be reviewed by two board members – Completed review of the following:
Code of Conduct – HR100
Prohibited Actions – HR 101
Drug/Alcohol Free workplace – HR 201

Meal Costs – Jail meals – in process

Budget – update and 3 mill levy

Strategic vision of Board – Nathan and discussion

Strategic vision of Hulett Clinic and hospital district. – Nathan and discussion

CEO Report and Management Report– Nathan Hough, CEO

1. Buffalo equipment over 30 electric adjustable beds, Dining tables and chairs, medicine cabinets, ED cot and bath chair.
2. Received 8 over-bed tables for AC and exam light for ED from Benefis.
3. Andy and his Admin Team from Campbell Co Medical Center are scheduled to visit on Aug 1 to discuss transfers and what we can do to help each other.
4. Karre Fisk, Revenue Cycle Manager scheduled to start Aug 3rd.

5. Clinic visits continue to trend up, AC/swing bed also gaining momentum we are starting to see more SB referrals-not all are appropriate but getting back on the radar.
6. With the implementation of the service Fast Track service in the ED on June 1. ED visits have doubled with very good feedback from patients.
7. We have streamlined the registration and new patient process for the clinics. Resulting in much less paper work and quicker, more accurate registration and health history-will continue to refine.
8. We are seeing results of the 340B program, Jim from Vilas Pharmacy is meeting with Med Staff on the 27th to better explain program.
 - a. Also, Jim has asked about rental space in our outlying clinics for tele-pharm services. I plan to visit Moorcroft clinic with him when he is here on the 27th to look at potential space.
9. CCMSD Disaster plan revamp/update is in process, met with the Superintendent of the school district last week to better identify community priorities, space and resource utilization in case of disaster.
10. I attended the Sundance Town Meeting on July 5th in regard to Ambulance costs, I am scheduled to meet with Kathy next week to look at options.
Implementing some cost saving measures with Workman's Comp, could result in decrease in premiums of nearly 15%.Error! Reference source not found.

New Business

Error! Reference source not found.TV – Sandy has a donor who wants to donate a 60"+ TV for waiting room. Sandy will have the donor call Nathan.

Defibrillator - \$38,000.00 cost of defibrillator. Connie will draft the letter to Betty to receive the remaining \$15,000.00 from the Foundation.

Parade/Fair – Judy H and Judy B recommended that LTC be assisted in the parade. Discussion followed.

Strategic vision meeting – wait for new board. Tentative date of Board Retreat November 16, Wednesday 9 a.m. at Town Hall.

Kyle Ridgeway-legal – Proposed changes on provider benefits - Nathan will talk to Kyle after Monday about Athena if issues are not resolved.

Adjournment

Roger Jones made the motion to adjourn at 1:14 p.m. Judy Hutchinson seconded the motion. Meeting adjourned.

Next Meeting:

Regular Board Meeting - Tentative Date: August 25, 2016, Thursday 1:00 p.m., Hospital Meeting Room.

September meeting - TBA