

Johnson County Hospital District

BOARD MINUTES

January 29, 2020

The Board of Trustees of Johnson County Hospital District met for its January Board Meeting on Wednesday, January 29, 2020 at 6:35 P.M. in the Lake Angeline Conference Room. The following members were present:

Mark Schueler, M.D., President
Alecia Kozisek, Board Member
Cristy Kinghorn, Secretary
Tom Holt, Board Member
Bill Dooley, Treasurer

Those Absent:

Tom Berry, DVM, Board Member

Others Present:

Sean McCallister – CEO
Becky Rodriguez - Administration
Ryan Ludwig, MD – Chief of Staff
Brenda Gorm – DON – Amie Holt Care Center
Crystal Smith – Clinic Manager
Mary Litzel – DON - Hospital
Amanda Walter – Home Health/Hospice
Marcy Schueler - Marketing
Steven Dow – Buffalo Bulletin
Aaron Palmer – Big Horn Mountain Radio
John Snyder – Cloud Peak Accounting
Kyle Mercer – Cloud Peak Accounting

Dr. Schueler called the meeting to order. Tom Holt made a motion to approve the minutes from the December 18, 2019 Board meeting. Alecia Kozisek seconded the motion. All members voted in favor of the motion.

Dr. Ludwig, informed the Board the Medical Staff are doing well.

Mary Litzel reported on acute care status, and reported that chemotherapy services are continuing to wrap up.

Crystal Smith, RN, reported December Clinic statistics.

Marcy Schueler gave an update on marketing and reminded everyone of the health fair. She discussed the priorities from the community needs assessment. Sean McCallister stated that work groups will be created to put plans in place addressing the three measures being addressed. Dr. Ludwig suggested marketing the new Telestroke service that will be offered at JCHC.

Amanda Walter, RN, reported on Home Health and Hospice QAPI results, patient stats and department staffing status.

Brenda Gorm reported a care center census of 38 (6 vacancy) and updated the Board on staffing challenges, she discussed hiring travel CNA's and stated that they have utilized the service once so far with a positive experience.

Becky Rodriguez provided the credentialing report. The Board reviewed applications for appointment / reappointment to the Medical Staff. Following the review, Tom Holt made a motion to appoint / reappoint and grant temporary privileges to the following applicants. Alecia Kozisek seconded the motion. All members voted in favor of the motion.

Initial Appointment:

- Jalalzai, WaheedMD Teleradiology

Reappointment:

- Trojan, BrandonMD Urology

Sean McCallister discussed Home Health and the potential decision to move the service out of the hospital. After further discussion with Casey-Peterson it was determined that there is not enough cost benefit to move them out of the facility after all. The decision was made to keep them within the facility at this time. The FY2018 cost report is being reopened and amended at this time.

Sean informed the board that lab has a CLIA survey every two years, that survey was conducted and the inspector said the lab did very well. A physical therapist turned in their resignation recently, Sean let the board know the position will not be filled at this time.

Sean let the board know that we are looking at phase one of the masterplan again. Some updates need to be made to the existing plan to present to the Foundation board for fundraising strategy purposes.

Sean and a small group from the facility will be going to Sheridan to discuss Title 25 patients and address the challenges and possible solutions that both facilities face. Sean will also mention the need to review the contract for radiology services.

Turnover in support staff and CNA's was discussed, Sean will bring an analysis to the February meeting to show the need for a wage increase in these areas. Sean was notified that the ambulance service assessment has been completed and a presentation showing the results will be held February 3, 2020. Sean mentioned that Wyoming Medical Center is considering affiliation with Banner Health.

Kyle Mercer and John Snyder, CPA's from Cloud Peak Accounting presented the final audit report for FY2019. After reviewing the audit results Bill Dooley made a motion to accept the June 30, 2019 audit report. Cristy Kinghorn seconded the motion. All members voted in favor of the motion.

Becky Rodriguez and Sean McCallister presented the Board with December 2019 month-end and year-to-date financial performance results.

Dr. Schueler questioned the number of vacancies in the nursing home and the affect that will have on the financials. Sean discussed the changes to the admit process and how that is affecting how quickly the vacancies are filled at this time.

There was discussion in regard to the forecasting process and whether or not to discontinue preparing a forecast. After looking at the pros and cons of the process it was decided to discontinue the forecast process going forward.

Two additional capital items were presented to the board for approval. There is an additional switch upgrade that was scheduled for FY21, however the new 3D mammography machine requires the upgrade now. The cost for the upgrade will be \$14,000. There is also an additional IT upgrade that will cost \$5,800 for the new telestroke service setup. After discussion Bill Dooley moved to approve both additional capital items. Tom Holt seconded the motion. All members voted in favor of the motion.

The QAPI report was presented for approval. There were some questions concerning information in the report, Brenda Gorm presented information on medication errors and falls to further explain what was in the report. After reviewing the information Alecia Kozisek made a motion to approve the QAPI report. Cristy Kinghorn seconded the motion. All members voted in favor of the motion.

Sean discussed the hospital liability policy and stated that he will bring more information about the liability policy and the governmental claims act to the February meeting.

Cristy Kinghorn made a motion to go into Executive Session. Bill Dooley seconded the motion. All members voted in favor of the motion.

Alecia Kozisek made a motion to end the Executive Session at 9:19 P.M. Tom Holt seconded the motion. All members voted in favor of the motion.

Alecia Kozisek made a motion to adjourn the regular Board meeting. Tom Holt seconded the motion. All members voted in favor of the motion.

Respectfully submitted,

Cristy Kinghorn, Secretary