

# Johnson County Rural Health Care District

## Minutes

June 8, 2020

The regular monthly meeting of the Johnson County Rural Health Care District was held at the Commissioners' Meeting room and an online GoTo meeting for the public on Monday, June 8, 2020. The meeting began at 4:00 p.m. The meeting was called to order by President Marilyn Connolly. Present were Marilyn Connolly, Bob McBride, Mark Haines, Jim Hicks, Scott McBride, Michelle Chapman, Crosby Taylor, Barry Crago, Jim Waller, Dennis Thorson, John Snyder, Bill Novotny, Dave Harness and Karri White. A quorum was present.

**I. APPROVAL OF MINUTES OF LAST MEETING:**

The motion to approve the minutes of the Regular Meeting on May 11, 2020 and the Special Meeting on May 18, 2020 was made by Scott McBride. Seconded by Bob McBride. Approved by all.

**II. VIEW AND APPROVE TREASURER'S REPORT:**

Jim Hicks presented the May Treasurer's Report for review. Motion to approve the Treasurer's Report was made by Bob McBride and seconded by Scott McBride. Approved by all.

**III. BUFFALO REPORT:**

**1. Ambulance Calls**

Dave reported May had 52 ambulance calls consisting of the following: 41 medical, 11 trauma and 12 transfers; 3 nurse transfers, 2 canceled, 14 patient refusals, 0 standby, 0 code, 0 DOAs, and 0 trauma team activation. 30 in-town calls and 22 out-of-town calls. 44 were Johnson county residents and 8 non-residents.

**IV. KAYCEE REPORT:**

**1. Ambulance Calls**

Crosby reported there were 7 calls in May: 3 trauma, 3 medical, 0 standby, 0 public assist, 5 refusals, 1 canceled, 1 Life Flight, 0 ALS Intercept.

**V. OLD BUSINESS:**

**1. Bank of Buffalo**

The checking accounts and money market account has been opened. We are currently working on accessing online banking.

**2. Contract with Buffalo EMS**

Barry Crago provided the original final copy of the contract with Buffalo EMS. Jim Hicks made a motion to approve the final draft of the contract with Buffalo EMS. Seconded by Scott McBride. Approved by all. The contract was signed and initialed by President Marilyn Connolly.

**3. 2020/2021 Budget**

- a. John Snyder with Cloud Peak Accounting provided copies of the Proposed Budget Summary. Jim Hicks made a motion to approve the budget after adjusting the requested tax levy from the county at \$ 628,000. Seconded by Mark Haines. Approved by all.
- b. The Budget Hearing was scheduled for July 13, 2020 at 4 p.m. at the County Planning Office with the Regular Meeting to directly follow the Budget Hearing.

**4. Collection Policy**

A collection policy was discussed. Michelle Chapman and Karri White provided policy suggestions. Attorney Barry Crago will review the suggestions and draft a policy for review at the next meeting.

**5. CMS Cost Data Collection**

The Center for Medicare and Medicaid Services (CMS) issued a statement modifying the data reporting period for FYE 2022.

**Call for old business:**

**VI. NEW BUSINESS**

**Call for new business:**


**1. Respiratory Protection Plan**

Crosby wrote a Respiratory Protection Plan (RPP) for the RHCD per Marilyn's request. Marilyn will provide Buffalo EMS with a copy.

Vouchers were initialed, and checks signed by the board members. Report attached. There being no further new business, Jim Hicks made a motion to adjourn the meeting. Seconded by Bob McBride. The meeting adjourned at 5:38 p.m.

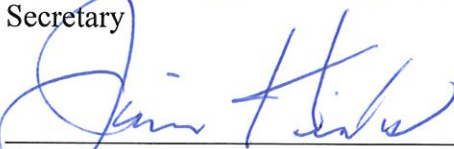
**The next regular meeting will be held on Monday, July 13, 2020 after the Budget Hearing at 4:00 p.m.**

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Secretary

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Treasurer

07/13/20

JOHNSON COUNTY RURAL HEALTH CARE DISTRICT  
BILLS APPROVED & PAID BY BOARD MEMBERS  
June 2020

---

	<u>Jun 20</u>
ALEXANDER SAIN	(813.83)
AMERICAN WELDING & GAS	(410.34)
AT&T MOBILITY	(36.50)
Buffalo Bulletin	(758.00)
BUFFALO EMS, LLC.	(50,958.01)
CNA Surety	(100.00)
CRAIG WALKER	(1,112.00)
CROSBY TAYLOR.	(4,345.80)
Deluxe Business Forms & Supplies	(55.37)
Emergency Medical Products, Inc.	(740.36)
First Interstate Bank	(19.86)
HARRY D. STRAUB	(66.50)
HEIDI HAINES	(192.09)
JOHNSON CO. HEALTHCARE CENTER	(8.73)
KURTIS MAXWELL	(49.87)
Life-Assist, Inc.	(396.00)
LORI STRAUB.	(33.23)
M & L Diesel Repair	(2,290.00)
Mark Schueler	(1,015.85)
MARY PROPSON	(441.82)
MED ALLIANCE GROUP, INC	(204.60)
MICHELLE CHAPMAN	(2,051.32)
MONTANA-DAKOTA UTILITIES CO.	(33.99)
MOTOROLA SOLUTIONS, INC.	(15,092.83)
NORCO, INC.	(145.08)
QUICK MED CLAIMS	(2,009.36)
RT COMMUNICATIONS	(99.80)
SQUEEKY KLEEN	(91.00)
STRYKER SALES CORPORATION	(334.37)
SUPERIOR AUTOMOTIVE AND TIRE	(5,198.46)
Swede's Fire Extinguisher Service	(30.00)
TELEFLEX FUNDING LLC	(1,115.50)
TOWN OF KAYCEE	(89.75)
UNITED STATES TREASURY	(1,806.34)
Verizon Wireless	(183.26)
VISA	(2,811.03)
WYOMING RETIREMENT SYSTEM	(300.00)
WYOMING TERMINATORS	(225.00)
<b>TOTAL</b>	<u><u>(95,665.85)</u></u>

JOHNSON COUNTY RURAL HEALTH CARE DISTRICT  
Expenses by Vendor Detail  
June 2020

Date	Num	Account	Paid Amount
ALEXANDER SAIN			
06/08/2020	10399	Payroll	(813.83)
Total ALEXANDER SAIN			(813.83)
AMERICAN WELDING & GAS			
06/08/2020	10767	Medical & Oxygen	(410.34)
Total AMERICAN WELDING & GAS			(410.34)
AT&T MOBILITY			
06/08/2020	10393	Telephones	(36.50)
Total AT&T MOBILITY			(36.50)
Buffalo Bulletin			
06/08/2020	10750	Legal Notices	(128.00)
06/08/2020	10750	RHCD Board Expenses	(630.00)
Total Buffalo Bulletin			(758.00)
BUFFALO EMS, LLC.			
06/08/2020	10751	Insurance - Health	(5,731.95)
06/08/2020	10752	Rent - Garage	(1,500.00)
06/08/2020	10752	Rent - Office	(1,500.00)
06/08/2020	10768	Payroll	(35,800.00)
06/08/2020	10768	Payroll Taxes	(3,465.77)
06/08/2020	10768	Deferred Compensation	(753.45)
06/08/2020	10768	Nurse Payroll	(2,206.84)
Total BUFFALO EMS, LLC.			(50,958.01)
CNA Surety			
06/08/2020	10410	Insurance - Liability	(100.00)
Total CNA Surety			(100.00)
CRAIG WALKER			
06/08/2020	10400	Payroll	(1,112.00)
Total CRAIG WALKER			(1,112.00)
CROSBY TAYLOR.			
06/01/2020		Payroll	(3,945.49)
06/08/2020	10407	Fuel / Mileage	(280.72)
06/08/2020	10407	Education / Training	(119.59)
Total CROSBY TAYLOR.			(4,345.80)
Deluxe Business Forms & Supplies			
06/19/2020		Auditing / Accounting	(55.37)
Total Deluxe Business Forms & Supplies			(55.37)
Emergency Medical Products, Inc.			
06/08/2020	10753	Medical & Oxygen	(740.36)
Total Emergency Medical Products, Inc.			(740.36)
First Interstate Bank			
06/18/2020	CCADJ	Auditing / Accounting	(9.91)

JOHNSON COUNTY RURAL HEALTH CARE DISTRICT  
**Expenses by Vendor Detail**  
 June 2020

Date	Num	Account	Paid Amount
06/30/2020		Auditing / Accounting	(9.95)
Total First Interstate Bank			(19.86)
HARRY D. STRAUB			
06/08/2020	10401	Payroll	(66.50)
Total HARRY D. STRAUB			(66.50)
HEIDI HAINES			
06/08/2020	10402	Payroll	(192.09)
Total HEIDI HAINES			(192.09)
JOHNSON CO. HEALTHCARE CENTER			
06/08/2020	10754	Medical & Oxygen	(8.73)
Total JOHNSON CO. HEALTHCARE CENTER			(8.73)
KURTIS MAXWELL			
06/08/2020	10403	Payroll	(49.87)
Total KURTIS MAXWELL			(49.87)
Life-Assist, Inc.			
06/08/2020	10755	Medical & Oxygen	(396.00)
Total Life-Assist, Inc.			(396.00)
LORI STRAUB.			
06/08/2020	10404	Payroll	(33.23)
Total LORI STRAUB.			(33.23)
M & L Diesel Repair			
06/08/2020	10766	Repairs & Maintenance	(2,290.00)
Total M & L Diesel Repair			(2,290.00)
Mark Schueler			
06/08/2020	10405	Payroll - Medical Director	(1,015.85)
Total Mark Schueler			(1,015.85)
MARY PROPSON			
06/08/2020	10406	Payroll	(441.82)
Total MARY PROPSON			(441.82)
MED ALLIANCE GROUP, INC			
06/08/2020	10756	Medical & Oxygen	(204.60)
Total MED ALLIANCE GROUP, INC			(204.60)
MICHELLE CHAPMAN			
06/01/2020		Payroll	(1,662.30)
06/08/2020	10408	Fuel / Mileage	(171.00)
06/08/2020	10408	Education / Training	(119.59)
06/08/2020	10408	Uniforms	(98.43)
Total MICHELLE CHAPMAN			(2,051.32)

JOHNSON COUNTY RURAL HEALTH CARE DISTRICT  
Expenses by Vendor Detail  
June 2020

Date	Num	Account	Paid Amount
MONTANA-DAKOTA UTILITIES CO.			
06/08/2020	10394	Utilities	(33.99)
Total MONTANA-DAKOTA UTILITIES CO.			(33.99)
MOTOROLA SOLUTIONS, INC.			
06/08/2020	10757	Radios & Pagers	0.00
06/08/2020	1001	Radios & Pagers	(15,092.83)
Total MOTOROLA SOLUTIONS, INC.			(15,092.83)
NORCO, INC.			
06/08/2020	10411	Oxygen Supplies	(145.08)
Total NORCO, INC.			(145.08)
QUICK MED CLAIMS			
06/08/2020	10758	Collection Fees	(2,009.36)
Total QUICK MED CLAIMS			(2,009.36)
RT COMMUNICATIONS			
06/08/2020	10395	Telephones	(99.80)
Total RT COMMUNICATIONS			(99.80)
SQUEEKY KLEEN			
06/08/2020	10759	Miscellaneous Other Expense	(91.00)
Total SQUEEKY KLEEN			(91.00)
STRYKER SALES CORPORATION			
06/08/2020	10396	Vehicle Repairs & Maintenance	(334.37)
Total STRYKER SALES CORPORATION			(334.37)
SUPERIOR AUTOMOTIVE AND TIRE			
06/08/2020	10760	Repairs & Maintenance	(5,198.46)
Total SUPERIOR AUTOMOTIVE AND TIRE			(5,198.46)
Swede's Fire Extinguisher Service			
06/08/2020	10761	Repairs & Maintenance	(30.00)
Total Swede's Fire Extinguisher Service			(30.00)
TELEFLEX FUNDING LLC			
06/08/2020	10762	Medical & Oxygen	(1,115.50)
Total TELEFLEX FUNDING LLC			(1,115.50)
TOWN OF KAYCEE			
06/08/2020	10397	Utilities	(89.75)
Total TOWN OF KAYCEE			(89.75)
UNITED STATES TREASURY			
06/08/2020		Payroll Taxes	(450.74)
06/08/2020	9412020...	Payroll Taxes	(1,355.60)
Total UNITED STATES TREASURY			(1,806.34)

Expenses by Vendor Detail

June 2020

Date	Num	Account	Paid Amount
Verizon Wireless			
06/08/2020	10763	Cell Phones	(183.26)
Total Verizon Wireless			(183.26)
VISA			
06/08/2020	10764	Education / Travel / Meals	(123.55)
06/08/2020	10764	Fuel / Oil / Tires	(787.77)
06/08/2020	10764	RHCD Board Expenses	(85.85)
06/08/2020	10764	Miscellaneous Other Expense	(8.61)
06/08/2020	10764	Buffalo Capital Outlay	(82.38)
06/08/2020	10764	Medical & Oxygen	(96.70)
06/08/2020	10764	Medical & Oxygen	465.73
06/08/2020	10409	Meals / Hotel	(62.43)
06/08/2020	10409	Facility Maintenance	(1,073.63)
06/08/2020	10409	Fuel / Mileage	(315.43)
06/08/2020	10409	Medical Supplies	(284.75)
06/08/2020	10409	Legal / Accounting	(334.91)
06/08/2020	10409	Education / Training	(20.75)
Total VISA			(2,811.03)
WYOMING RETIREMENT SYSTEM			
06/08/2020	10765	Deferred Compensation	(195.00)
06/08/2020	10765	Deferred Compensation	(105.00)
Total WYOMING RETIREMENT SYSTEM			(300.00)
WYOMING TERMINATORS			
06/08/2020	10398	Facility Maintenance	(225.00)
Total WYOMING TERMINATORS			(225.00)
TOTAL			(95,665.85)