

Johnson County Hospital District

BOARD MINUTES

April 28, 2021

The Board of Trustees of Johnson County Hospital District met for its March Board Meeting on Wednesday April 28, 2021 at 7:11 P.M. in the Lake Angeline Conference Room. The following members were present:

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

Those Absent:

Tom Berry, DVM, Board Member

Others Present:

Sean McCallister – CEO
Becky Rodriguez – Administration
Crystal Smith – Family Medical Center Director
Mary Litzel – JCHC DON
Amanda Walter – Home Health/Hospice Director
Laurie Hansen – Director of Administration
Brenda Gorm – AHCC DON
Jennifer Burden – Marketing
Ryan Ludwig, MD
Chelsea Puente, PA-C
Dan O’Daz - Plan One Architects
Linda Greenough - County Commissioner
Alex Hargrave – Buffalo Bulletin
Aaron Palmer – Big Horn Mountain Radio
Mark Bentley – 307 Net Radio

Dr. Schueler called the meeting to order. Cristy Kinghorn made a motion to approve the minutes from the March 31, 2021 board meeting. Alecia Kozisek seconded the motion. All members voted in favor of the motion.

Dr. Ludwig, Chief of Staff, stated the Medical Staff are well. Adjustments are needed given Sean McCallister’s departure and Dr. Schueler’s announcement that he will be decreasing his workload and practice scope in six months, but the team is developing a solid plan to handle the changes. Volume in the hospital and clinic have been steady while COVID cases remain very low locally.

Crystal Smith, RN, stated that clinic volume continues to rebound. Recent operational changes and enhancements are making a difference. Missy Landrey is retiring and her last day will be at the end of May. Medical residents and students working in the facility during the last couple of months have helped increase clinic volume. The clinic will resume administering the Johnson & Johnson COVID vaccine now that the government reapproved it; however, local demand for COVID vaccines is tapering off.

Laurie Hansen, RN, provided the current Key Quality Indicators Summary. JCHC expects to receive the Pfizer COVID vaccine soon. It will be stored in the ultra-low freezer that JCHC previously purchased. We'll start with a relatively low number of doses and increase as needed.

Mary Litzel, RN, reported that acute care foresees three nurses leaving in the near future. Alecia Kozisek asked where nurses are typically recruited from and Sean McCallister asked why those nurses chose to leave. Mary addressed those questions and also stated that a new oxygen concentrator is being purchased with COVID stimulus funds.

Amanda Walter, RN, reported on Home Health and Hospice QAPI results, patient stats and department staffing status. Her department is busier due to increased referrals. Jail visit volume also remains steady.

Brenda Gorm, RN, reported AHCC's census is 38 and provided a staffing status. Opening visitation at the nursing home has greatly improved resident happiness and quality of life during the Pandemic. Masking requirements have changed again so we continue to adjust our protocols.

There were no credentialing files to approve for the month.

Sean McCallister stated that Dr. Schueler recently announced he will no longer practice full spectrum family medicine as of October 2021. Thus, we need to evaluate with our Medical Staff how this will impact our new physician staffing and compensation model. Recruitment for a new provider will start soon. The FY22 budget is progressing according to schedule and will be presented at the May board meeting.

Becky Rodriguez and Sean McCallister presented the Board with March 2021 month-end and year-to-date financial performance results.

Sean provided a recap of site visits to Sheridan Memorial Hospital and Beartooth Billings Clinic (Red Lodge) to assess the Cerner electronic medical records system and swing bed and walk-in clinic services. Cerner is an adept system, but expensive and requires add-on products for HR and Finance. Red Lodge has the Billing's Clinic version of Cerner. Alecia Kozisek mentioned that Red Lodge's swing bed program was impressive and the team unity was very evident with open lines of communication and high accountability. Jennifer Burden added that a swing bed program needs to be marketed to create awareness and promote patients coming home for rehab instead of doing it in another facility.

After further discussion about the site visits, Jennifer Burden presented her new marketing plan for JCHC. Board members expressed excitement about the plan and asked if more money will be allocated in the FY22 budget to support it. Sean and Becky assured the board that ample dollars are budgeted to ensure successful marketing next year.

Sean McCallister discussed and proposed a plan for the upcoming CEO transition, including the need to secure a second nursing home administrator license for future contingency. Thus far, 65 people have applied for the position on Indeed.com. Sean screened and rejected all but 9 applicants based on our criteria and requirements. Based on the board's direction, Sean will work with a search committee comprised of himself, senior leaders and a representative from the board and medical staff to narrow the field and conduct video interviews. The top 2-3 candidates will then be scheduled for site interviews. The full board, full medical staff and larger leadership team will participate in the final site visits. Sean committed to work with the committee to select the finalists by the end of May. Alicia Kozisek suggested pausing the online job posting given the number of applicants and current status of the recruiting process.

ACTION:

JCHC's marketing credit card needs to be changed from the former marketing manager's name to Jennifer Burden's name. JCHC's bank requires documentation of board approval to make the change. Tom Holt made a motion to change the name on the marketing credit card to Jennifer Burden. Cristy Kinghorn seconded the motion. All members voted in favor of the motion.

Sean McCallister and Becky Rodriguez presented the proposed Fiscal Year 2022 price increase for Amie Holt Care Center for board approval. Discussion included the current cost per day per resident, payer mix, private pay rate versus Medicaid daily rate and price comparisons to other nursing homes in the region. Tom Holt made a motion to approve a five percent price increase from \$283.00/day to \$297.00/day for the private pay rate at Amie Holt Care Center effective in 60 days. Alecia Kozisek seconded the motion. All members voted in favor of the motion.

Sean McCallister presented information about an out-of-cycle capital request to purchase a portable x-ray machine for the Kaycee clinic to respond to, diagnosis, treat and prevent the spread of COVID-19 and in the Kaycee community. Chelsea Puente, PA-C, presented additional information and detail about the number and type of patients that would be better served with a portable x-ray machine in that area. The machine is identical to the one purchased for JCHC earlier in the COVID Pandemic. The cost is \$102,500.00 and CARES Act stimulus funds will be used to purchase it given its utility to quickly and accurately diagnosis respiratory issues related to COVID-19. In addition to being a physician assistant, Chelsea is also a radiology technician, so she can operate the machine in Kaycee. Alecia Kozisek made a motion to approve purchasing a portable x-ray machine for the Kaycee clinic. Cristy Kinghorn seconded the motion. All members voted in favor of the motion.

Sean McCallister presented an additional out of cycle capital request. Last month the board approved purchasing employee health software; however, administration was not aware of

an additional \$19,448.00 expense required to interface the new software with our laboratory's software platform. Tom Holt made a motion to approve the additional interface expense. Cristy Kinghorn seconded the motion. All members voted in favor of the motion.

Dr. Schueler, board president, informed the board that Sean McCallister is requesting to depart JCHC in 60 days instead of the 90-day notice stipulation in his contract. Thus, an amendment to the contract is required if the board approves it. After discussion, Cristy Kinghorn made a motion to amend the contract to sixty days with Sean's final day being May 26, 2021. Tom Holt seconded the motion. All members voted in favor of the motion.

Tom Holt made a motion to go into Executive Session. Alecia seconded the motion. All members voted in favor of the motion.

Alecia Kozisek made a motion to end the Executive Session at 9:56 P.M. Tom Holt seconded the motion. All members voted in favor of the motion.

After ending the Executive session and returning to the regular session, Alecia Kozisek made a motion to appoint Laurie Hansen as the Interim CEO for JCHC effective May 27, 2021. Cristy Kinghorn seconded the motion. All members voted in favor of the motion.

Tom Holt made a motion to adjourn the regular Board meeting. Alecia Kozisek seconded the motion. All members voted in favor of the motion. The meeting was adjourned at 9:57 P.M.

Respectfully submitted,

Cristy Kinghorn, Secretary