

Johnson County Rural Health Care District

Minutes

February 14, 2022

The regular monthly meeting of the Johnson County Rural Health Care District was held at the County Planning Office, Monday, February 14, 2022. The meeting began at 4:00 p.m. The meeting was called to order by President Marilyn Connolly. Present were Marilyn Connolly, Mark Haines, Marie Miller, Jim Hicks, Scott McBride via phone, Mark Bentley, Michelle Chapman, Dennis Thorson, Seth Taylor, Kate Harness, Shane Schrader, Doug Wasinger, Dave Harness and Karri White. A quorum was present.

AGENDA: Chairman Connolly asked for Executive Session to discuss personnel be added to the agenda. Jim Hicks made the motion to approve the agenda with the addition. Seconded by Marie Miller. Approved by all.

VOUCHERS: February vouchers were reviewed. Marie Miller moved to approve the vouchers. Seconded by Mark Haines. Approved by all.

I. APPROVAL OF MINUTES OF LAST MEETINGS:

Jim Hicks moved to add under public comment the affiliation with Buffalo EMS of those that commented. The motion failed due to lack of a second. Marie Miller moved to approve the minutes of the Regular Meeting on January 10, 2022, with the change from Mary to Marie. Seconded by Mark Haines. Approved by all.

II. VIEW AND APPROVE TREASURER'S REPORT:

Jim Hicks presented the January Treasurer's Report for review. A motion to approve the Treasurer's Report was made by Mark Haines and seconded by Scott McBride. Approved by all. Treasurer Hicks presented a spreadsheet with an income estimate for out-of-county transfers per Buffalo EMS data. Karri White stated the account at First Interstate Bank has not had electronic deposits for two months. The Board directed her to close out the account and deposit the money in the Bank of Buffalo.

III. BUFFALO REPORT:

1. Ambulance Calls

Dave Harness reported January had 70 ambulance calls consisting of the following: 56 medical, 14 trauma and 12 transfers; 2 nurse transfers, 0 canceled, 11 patient refusals, 0 standbys, 0 code, 2 DOAs, 1 extrication and 1 trauma team activations. 43 in-town calls and 27 out-of-town calls. 57 were Johnson County residents and 13 non-residents. Dave stated that six new tires were installed on MS73.

IV. KAYCEE REPORT:

1. Ambulance Calls

Michelle reported there were 8 calls in January: 1 trauma, 5 medical, 0 standby, 1 transfer, 2 refusals, 1 canceled, 1 DOA, 0 Life Flight, 6 total patients. Michelle stated the February training is over respiratory emergencies and airway management. The AED modems were installed and operational and a coolant leak in MS264 has been repaired.

V. OLD BUSINESS:

1. Transfer Agreement

The transfer agreement between RHCD and Buffalo EMS was reviewed and added that the reimbursement will be 15% of the net revenue collected after billing fees. The agreement dated 1/19/2022 was signed by RHCD Chairman Marilyn Connolly and Dave Harness, Buffalo EMS.

Call for old business:

VI. NEW BUSINESS

1. Quick Med Claims

The representative with Quick Med Claims was unable to attend the meeting remotely. Questions relating to billing will be compiled by the board and sent to them for clarification. The board expressed interest in receiving detailed aging reports every quarter.

2. Conflict of Interest Declaration

Karri will email the board members a standard conflict of interest declaration form.

3. Budget Amendment

A notice was published February 3, 2022, stating funds are transferred by a budget amendment for the 2021-2022 budget year. \$83,000 was transferred from capital reserve to the district wide expense line general fund.

4. Capital Improvement Plan

Marilyn Connolly presented a draft of a capital improvement plan for fiscal years 2022 through 2025.

Call for new business:

Chairman Connolly asked for public comment.

Shane Schrader asked to make a correction to his public comment from the January 10, meeting.

Jim Hicks made a motion to enter into executive session to discuss personnel at 4:56 p.m. Seconded by Mark Haines. Approved by all. Mark Haines moved to adjourn the executive session at 5:42 p.m. Jim Hick seconded the motion. Approved by all. The regular meeting reconvened at 5:44 p.m. No action from the executive session was taken. Scott McBride made a motion to adjourn the regular meeting at 5:45 p.m. Seconded by Jim Hicks. Approved by all.

Respectfully submitted by Karri White.

The next regular meeting will be held on Monday, March 14, 2022, at 4:00 p.m. at the County Planning Office, Buffalo, Wyoming.

Mark Conroy
President

Mark Haines
Member

Mark D. Miller
Secretary

Member

Jim Hicks
Treasurer

03/11/22

JOHNSON COUNTY RURAL HEALTH CARE DISTRICT
BILLS APPROVED & PAID BY BOARD MEMBERS
February 2022

	<u>Feb 22</u>
ALEXANDER SAIN	(158.85)
AT&T MOBILITY	(37.20)
BUBKE, SETH	(1,259.05)
Buffalo Bulletin	(80.50)
BUFFALO EMS, LLC.	(62,500.00)
CASH ACCOUNTING	(260.00)
CROSBY TAYLOR.	(4,205.28)
DIGETEKs	(1,280.40)
Emergency Medical Products, Inc.	(430.84)
First Interstate Bank	(9.95)
HARRY D. STRAUB	(66.50)
HEIDI GREET	(121.91)
HENRY SHEIN	(102.96)
INTUIT PAYMENTS	(70.77)
JOHNSON COUNTY COMMISSIONERS	(5,842.44)
LPL FINANCIAL	(195.00)
Mark Schueler	(1,000.00)
MARY PROPSON	(785.90)
MICHELLE CHAPMAN	(1,794.18)
MONTANA-DAKOTA UTILITIES CO.	(224.47)
NORCO, INC.	(112.53)
North Wyoming Insurance, Inc.	(20,387.00)
POWDER RIVER ENERGY CORP	(244.26)
QUICK MED CLAIMS	(2,395.50)
RT COMMUNICATIONS	(151.38)
STRYKER SALES CORPORATION	(4,322.00)
TEDESKO REPAIR	(160.00)
TOWN OF KAYCEE	(69.75)
UNITED STATES TREASURY	(1,717.10)
VISA	(311.08)
WYOMING RETIREMENT SYSTEM	(56.25)
WYOMING TERMINATORS	(225.00)
TOTAL	<u><u>(110,578.05)</u></u>



Expenses by Vendor Detail

February 2022

Date	Num	Account	Paid Amount
ALEXANDER SAIN			
02/01/2022	1903	Payroll	(172.00)
02/01/2022	1903	Payroll Taxes	13.15
Total ALEXANDER SAIN			(158.85)
AT&T MOBILITY			
02/14/2022	1697	Telephones	(37.20)
Total AT&T MOBILITY			(37.20)
BUBKE, SETH			
02/01/2022	1907	Payroll	(1,398.00)
02/01/2022	1907	Payroll Taxes	138.95
Total BUBKE, SETH			(1,259.05)
Buffalo Bulletin			
02/14/2022	1358	Legal Notices	(80.50)
Total Buffalo Bulletin			(80.50)
BUFFALO EMS, LLC.			
02/14/2022	1357	BUFFALO EMS MONTHLY CONT...	(62,500.00)
Total BUFFALO EMS, LLC.			(62,500.00)
CASH ACCOUNTING			
02/14/2022	1698	Legal / Accounting	(260.00)
Total CASH ACCOUNTING			(260.00)
CROSBY TAYLOR.			
02/01/2022		Payroll	(4,875.00)
02/01/2022		Health Insurance - Employees	171.78
02/01/2022		Payroll Taxes	497.94
Total CROSBY TAYLOR.			(4,205.28)
DIGETEKs			
02/14/2022	1359	IT Managed Services	(1,280.40)
Total DIGETEKs			(1,280.40)
Emergency Medical Products, Inc.			
02/14/2022	1363	Buffalo Capital Outlay	(193.08)
02/14/2022	1911	Medical Supplies	(237.76)
Total Emergency Medical Products, Inc.			(430.84)
First Interstate Bank			
02/28/2022		Auditing / Accounting	(9.95)
Total First Interstate Bank			(9.95)
HARRY D. STRAUB			
02/01/2022	1904	Payroll	(72.00)
02/01/2022	1904	Payroll Taxes	5.50
Total HARRY D. STRAUB			(66.50)

Expenses by Vendor Detail

February 2022

Date	Num	Account	Paid Amount
HEIDI GREET			
02/01/2022	1905	Payroll	(132.00)
02/01/2022	1905	Payroll Taxes	10.09
Total HEIDI GREET			(121.91)
HENRY SHEIN			
02/14/2022	1912	Medical Supplies	(102.96)
Total HENRY SHEIN			(102.96)
INTUIT PAYMENTS			
02/10/2022	CCADJ	Reconciliation Discrepancies	(39.87)
02/16/2022	CCADJ	Collection Fees	(30.90)
Total INTUIT PAYMENTS			(70.77)
JOHNSON COUNTY COMMISSIONERS			
02/14/2022	1913	Health Insurance - Employees	(5,842.44)
Total JOHNSON COUNTY COMMISSIONERS			(5,842.44)
LPL FINANCIAL			
02/01/2022	1908	Deferred Compensation	(195.00)
Total LPL FINANCIAL			(195.00)
Mark Schueler			
02/14/2022	1909	Medical Director Contract	(1,000.00)
Total Mark Schueler			(1,000.00)
MARY PROPSON			
02/01/2022	1906	Payroll	(851.00)
02/01/2022	1906	Payroll Taxes	65.10
Total MARY PROPSON			(785.90)
MICHELLE CHAPMAN			
02/01/2022		Payroll	(2,050.00)
02/01/2022		Payroll Taxes	255.82
Total MICHELLE CHAPMAN			(1,794.18)
MONTANA-DAKOTA UTILITIES CO.			
02/14/2022	1699	Utilities	(224.47)
Total MONTANA-DAKOTA UTILITIES CO.			(224.47)
NORCO, INC.			
02/14/2022	1910	Oxygen Supplies	(112.53)
Total NORCO, INC.			(112.53)
North Wyoming Insurance, Inc.			
02/14/2022	1360	Insurance - Liability	(20,387.00)
Total North Wyoming Insurance, Inc.			(20,387.00)
POWDER RIVER ENERGY CORP			
02/14/2022	1700	Utilities	(131.56)

JOHNSON COUNTY RURAL HEALTH CARE DISTRICT
Expenses by Vendor Detail
 February 2022

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Paid Amount</u>
02/14/2022	1914	Utilities	(112.70)
Total POWDER RIVER ENERGY CORP			(244.26)
QUICK MED CLAIMS			
02/14/2022	1361	Collection Fees	(2,395.50)
Total QUICK MED CLAIMS			(2,395.50)
RT COMMUNICATIONS			
02/14/2022	1900	Telephones	(151.38)
Total RT COMMUNICATIONS			(151.38)
STRYKER SALES CORPORATION			
02/14/2022	1915	Kaycee Capital Outlay	(4,322.00)
Total STRYKER SALES CORPORATION			(4,322.00)
TEDESKO REPAIR			
02/14/2022	1901	Vehicle Repairs & Maintenance	(160.00)
Total TEDESKO REPAIR			(160.00)
TOWN OF KAYCEE			
02/14/2022	1902	Utilities	(69.75)
Total TOWN OF KAYCEE			(69.75)
UNITED STATES TREASURY			
02/08/2022		Payroll Taxes	(1,717.10)
Total UNITED STATES TREASURY			(1,717.10)
VISA			
02/14/2022	1916	Radios & Pagers	(210.53)
02/14/2022	1916	Legal / Accounting	(36.04)
02/14/2022	1916	Fuel / Mileage	(55.75)
02/14/2022	1916	Meals / Hotel	(8.76)
Total VISA			(311.08)
WYOMING RETIREMENT SYSTEM			
02/14/2022	1362	Deferred Compensation	(56.25)
Total WYOMING RETIREMENT SYSTEM			(56.25)
WYOMING TERMINATORS			
02/14/2022	1917	Facility Maintenance	(225.00)
Total WYOMING TERMINATORS			(225.00)
TOTAL			(110,578.05)