

Johnson County Rural Health Care District

Minutes

April 11, 2022

The regular monthly meeting of the Johnson County Rural Health Care District was held at the Kaycee Ambulance Barn, Monday, April 11, 2022. The meeting began at 5:05 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, Aaron Palmer, Crosby Taylor, Seth Taylor, Commissioner Bill Novotny, Barry Crago, Dave Harness and Karri White. There were numerous attendees that signed an attendance sheet. A quorum was present.

AGENDA: Jim Hicks made a motion to move vouchers to the end of the meeting and add public comment after the treasurer report. Seconded by Mark Haines. Approved by all.

I. APPROVAL OF MINUTES OF LAST MEETINGS:

Marie Miller moved to approve the minutes of the Regular Meeting on March 14, 2022. Seconded by Mark Haines. Approved by all.

II. VIEW AND APPROVE TREASURER'S REPORT:

Jim Hicks presented the March Treasurer's Report for review. A motion to approve the Treasurer's Report was made by Mark Haines and seconded by Marie Miller. Approved by all.

Chairman Connolly asked for public comment.

There were numerous people making public comments, but most did not identify themselves. They asked questions how the Rural Health Care District operates and expressed concerns regarding the funding of the ambulance service in Kaycee. The comments included support for a paramedic service and for funding continued education as well as concern regarding the protocol of asking medical direction from the nearest hospital permission to transport to a different hospital.

III. BUFFALO REPORT:

1. Ambulance Calls

Dave Harness reported March had 60 ambulance calls consisting of the following: 53 medical, 7 trauma and 9 transfers; 0 nurse transfers, 2 canceled, 13 patient refusals, 2 standbys, 0 code, 0 DOA, 0 extrication and 0 trauma team activations. 43 in-town calls and 17 out-of-town calls. 52 were Johnson County residents and 8 non-residents. There were two out-of-county transfer and a total of 616 miles.

IV. KAYCEE REPORT:

1. Ambulance Calls

Crosby reported there were 7 calls in March: 2 trauma, 5 medical, 0 standby, 0 transfers, 2 refusals, 1 canceled, 0 DOA, 0 Life Flight, 5 total patients. A run review with Dr. Schueler will be on April 13th.

V. OLD BUSINESS:

1. Conflict of Interest

Conflict of interest forms were distributed and completed by board members.

2. Employee Handbook

Marilyn asked the employee handbook discussion be tabled until the next meeting.

3. 2022/2023 Budget

The budget line items were reviewed and adjusted for FYE 2023 with a preliminary budget amount of \$117,915. Marie Miller made a motion to provide Buffalo EMS with an annual contract amount of \$750,000. Seconded by Mark Haines. Approved by all.

Call for old business:

VI. NEW BUSINESS

1. Bookkeeping Discussion

Marilyn stated she researched bookkeeping services in Buffalo and found the going rate to be \$65 per hour. She advised wanting to remove bookkeeping services from Kaycee and approximated twenty hours per month. This could cost \$15,600 annually. Options were discussed and Marilyn will also inquire about a district-wide bookkeeper.

Call for new business:

2. Radio Request

Dave Harness requested two Motorola APX 4000 radios from Communication Technologies for \$3,788.94. Scott McBride made a motion to approve the purchase. Seconded by Marie Miller. Approved by all.

3. Memorandum from Barry Crago

A memorandum dated April 11, 2022, from Barry Crago to the RHCD was received regarding the question of discussing the appointment of a medical director in executive session. Mr. Crago's answer was yes, it was a legal executive session pursuant to Wyoming Statute 16-4-405. Memorandum attached.

4. Legal Notice

Marilyn asked Barry Crago for direction regarding a legal notice to move \$83,000 from reserves to the general fund for purchasing land.

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

Mark Haines made a motion to adjourn at 7:54 p.m. Seconded by Marie Miller. Approved by all.

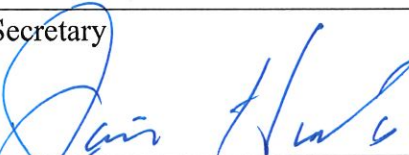
Respectfully submitted by Karri White.

The next regular meeting will be held on Monday, May 9, 2022, at 4:00 p.m. at the County Planning Office, Buffalo, Wyoming.

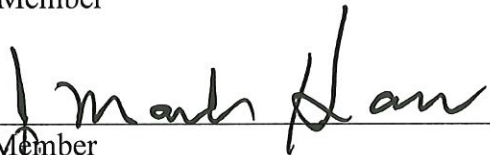


President

Member

Secretary


Treasurer



Member

05/04/22

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

	<u>Apr 22</u>
ALEXANDER SAIN	(199.48)
AT&T MOBILITY	(41.20)
BANK OF BUFFALO.	(100.00)
BIG HORN SURVEYING	(1,207.50)
BUBKE, SETH	(1,226.11)
BUFFALO EMS, LLC.	(62,500.00)
CROSBY TAYLOR.	(4,205.28)
DIGETEKs	(3,281.80)
Emergency Medical Products, Inc.	(181.90)
Employer Services	(139.00)
FIRST AMERICAN TITLE CO.	(530.00)
First Interstate Bank	(24.95)
HARRY D. STRAUB	(450.66)
HEIDI GREET	(265.97)
INTUIT PAYMENTS	(82.63)
KRISTIN KLAHSEN	(426.66)
LPL FINANCIAL	(195.00)
Mark Schueler	(2,000.00)
MARY PROPSON	(676.01)
MICHELLE CHAPMAN	(1,794.18)
MONTANA-DAKOTA UTILITIES CO.	(165.02)
NELSON ENGINEERING	(1,219.00)
NORCO, INC.	(119.35)
POWDER RIVER ENERGY CORP	(423.96)
QUICK MED CLAIMS	(3,401.39)
RT COMMUNICATIONS	(144.21)
TODD PROPSON	(66.49)
TOWN OF KAYCEE	(69.75)
UNITED STATES TREASURY	(1,864.78)
VISA	(305.55)
WYOMING RETIREMENT SYSTEM	(56.25)
TOTAL	<u>(87,364.08)</u>

Expenses by Vendor Detail

April 2022

Date	Num	Account	Paid Amount
ALEXANDER SAIN			
04/01/2022	1933	Payroll	(216.00)
04/01/2022	1933	Payroll Taxes	16.52
Total ALEXANDER SAIN			(199.48)
AT&T MOBILITY			
04/11/2022	1940	Telephones	(41.20)
Total AT&T MOBILITY			(41.20)
BANK OF BUFFALO.			
04/25/2022		Auditing / Accounting	(100.00)
Total BANK OF BUFFALO.			(100.00)
BIG HORN SURVEYING			
04/11/2022	1941	Board Legal / Professional	(1,207.50)
Total BIG HORN SURVEYING			(1,207.50)
BUBKE, SETH			
04/01/2022	1938	Payroll	(1,358.00)
04/01/2022	1938	Payroll Taxes	131.89
Total BUBKE, SETH			(1,226.11)
BUFFALO EMS, LLC.			
04/11/2022	1369	BUFFALO EMS MONTHLY CONT...	(62,500.00)
Total BUFFALO EMS, LLC.			(62,500.00)
CROSBY TAYLOR.			
04/01/2022		Payroll	(4,875.00)
04/01/2022		Health Insurance - Employees	171.78
04/01/2022		Payroll Taxes	497.94
Total CROSBY TAYLOR.			(4,205.28)
DIGETEKs			
04/11/2022	1370	IT Managed Services	(3,281.80)
Total DIGETEKs			(3,281.80)
Emergency Medical Products, Inc.			
04/11/2022	1953	Medical Supplies	(181.90)
Total Emergency Medical Products, Inc.			(181.90)
Employer Services			
04/11/2022	1947	Payroll Taxes	(139.00)
Total Employer Services			(139.00)
FIRST AMERICAN TITLE CO.			
04/11/2022	1942	Board Legal / Professional	(530.00)
Total FIRST AMERICAN TITLE CO.			(530.00)
First Interstate Bank			
04/29/2022		Auditing / Accounting	(15.00)

Expenses by Vendor Detail

April 2022

Date	Num	Account	Paid Amount
04/30/2022		Auditing / Accounting	(9.95)
Total First Interstate Bank			(24.95)
HARRY D. STRAUB			
04/01/2022	1934	Payroll	(488.00)
04/01/2022	1934	Payroll Taxes	37.34
Total HARRY D. STRAUB			(450.66)
HEIDI GREET			
04/01/2022	1935	Payroll	(288.00)
04/01/2022	1935	Payroll Taxes	22.03
Total HEIDI GREET			(265.97)
INTUIT PAYMENTS			
04/14/2022	CCADJ	Collection Fees	(75.33)
04/21/2022	CCADJ	Collection Fees	(7.30)
Total INTUIT PAYMENTS			(82.63)
KRISTIN KLAAHSEN			
04/01/2022	1936	Payroll	(462.00)
04/01/2022	1936	Payroll Taxes	35.34
Total KRISTIN KLAAHSEN			(426.66)
LPL FINANCIAL			
04/11/2022	1948	Deferred Compensation	(195.00)
Total LPL FINANCIAL			(195.00)
Mark Schueler			
04/11/2022	1949	Medical Director Contract	(1,000.00)
04/11/2022	1955	Medical Director Contract	(1,000.00)
Total Mark Schueler			(2,000.00)
MARY PROPSON			
04/01/2022	1937	Payroll	(732.00)
04/01/2022	1937	Payroll Taxes	55.99
Total MARY PROPSON			(676.01)
MICHELLE CHAPMAN			
04/01/2022		Payroll	(2,050.00)
04/01/2022		Payroll Taxes	255.82
Total MICHELLE CHAPMAN			(1,794.18)
MONTANA-DAKOTA UTILITIES CO.			
04/11/2022	1950	Utilities	(165.02)
Total MONTANA-DAKOTA UTILITIES CO.			(165.02)
NELSON ENGINEERING			
04/11/2022	1943	Board Legal / Professional	(1,219.00)
Total NELSON ENGINEERING			(1,219.00)

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

Date	Num	Account	Paid Amount
NORCO, INC.			
04/11/2022	1944	Oxygen Supplies	(119.35)
Total NORCO, INC.			(119.35)
POWDER RIVER ENERGY CORP			
04/11/2022	1945	Utilities	(312.50)
04/11/2022	1954	Utilities	(111.46)
Total POWDER RIVER ENERGY CORP			(423.96)
QUICK MED CLAIMS			
04/11/2022	1371	Collection Fees	(3,401.39)
Total QUICK MED CLAIMS			(3,401.39)
RT COMMUNICATIONS			
04/11/2022	1951	Telephones	(144.21)
Total RT COMMUNICATIONS			(144.21)
TODD PROPSON			
04/01/2022	1939	Payroll	(72.00)
04/01/2022	1939	Payroll Taxes	5.51
Total TODD PROPSON			(66.49)
TOWN OF KAYCEE			
04/11/2022	1946	Utilities	(69.75)
Total TOWN OF KAYCEE			(69.75)
UNITED STATES TREASURY			
04/04/2022		Payroll Taxes	(1,864.78)
Total UNITED STATES TREASURY			(1,864.78)
VISA			
04/11/2022	1952	Meals / Hotel	(32.27)
04/11/2022	1952	Fuel / Mileage	(148.96)
04/11/2022	1952	Legal / Accounting	(14.84)
04/11/2022	1952	Facility Maintenance	(65.36)
04/11/2022	1952	Vehicle Repairs & Maintenance	(44.12)
Total VISA			(305.55)
WYOMING RETIREMENT SYSTEM			
04/11/2022	1372	Deferred Compensation	(56.25)
Total WYOMING RETIREMENT SYSTEM			(56.25)
TOTAL			(87,364.08)

Ambulance Calls For the Month of MARCH 2022

MEDICAL: 53

TRAUMA: 7

60 TOTAL CALLS

TOTAL TRANSFERS:	BILLINGS	CASPER	OTHER	SHERIDAN	AIRPORT
	4	2		2	1

9 TOTAL

TRANSFERS w/ NURSES	BILLINGS	CASPER	OTHER	SHERIDAN	AIRPORT

0 TOTAL

TRANSFERS Out of County	BILLINGS	CASPER	OTHER	SHERIDAN	AIRPORT
		2			

2 TOTAL *SMH to WBI*

IN-TOWN: 43 **MEDICARE** 26

OUT-OF-TOWN: 17 **MEDICAID** 5

JO. CO. RESIDENTS: 52 **INSURANCE** 8

NON-RESIDENTS: 8 **SELF PAY** 1

CANCELLED 2 **VA** 1

PATIENT REFUSAL 13 **TITLE 25** 2

STAND-BY: 2 **WORK COMP** 0

CODE: 0 Median Unit Notified by Dispatch to Unit Arrived on Scene

7 minutes

DOA: 0 Median Unit En Route to Unit Back in Service

35.62 minutes

COUNTY FIRE EXTRICATION: 0 **MILEAGE**

MS53 17,111

MS73 43,394

MS93 44,073

MS106 209,658

TRAUMA TEAM ACTIVATION 0

OOB Transfer Mileage 616

TOTAL CALLS: 60

Kaycee Ambulance Call Report

Month of: March

<u>Trauma</u>	<u>2</u>	<u>Canceled</u>	<u>1</u>
<u>Medical</u>	<u>5</u>	<u>Life Flight</u>	<u>0</u>
<u>Standby</u>	<u>0</u>	<u>DOA</u>	<u>0</u>
<u>Transfer</u>	<u>0</u>	<u>Total Calls</u>	<u>7</u>
<u>Refusal</u>	<u>2</u>	<u>Total Patients</u>	<u>5</u>

Training: Run review with Dr. Schueler will be on April 13th

Directors Notes: Working on budget for next year.

<u>Mileage:</u>	MS 264	34554.5
	MS 192	21411.1

MEMORANDUM

TO: Johnson County Rural Health Care District
FROM: Barry Crago
DATE: April 11, 2022
RE: Executive Session Discussions

QUESTION PRESENTED:

May the Johnson County Rural Health Care District (“District”) discuss the appointment of a medical director in executive session?

SHORT ANSWER:

Yes. Please see discussion below.

DISCUSSION:

Pursuant to Wyoming Statute § 16-4-405(a)(ii), the District may hold an executive session to discuss the appointment or employment of any professional person. Specifically, the statute provides as follows:

- (a) A governing body of an agency may hold executive sessions not open to the public:
 - (ii) **To consider the appointment, employment, right to practice or dismissal of a public officer, professional person or employee, or to hear complaints or charges brought against an employee, professional person or officer, unless the employee, professional person or officer requests a public hearing. The governing body may exclude from any public or private hearing during the examination of a witness, any or all other witnesses in the matter being investigated. Following the hearing or executive session, the governing body may deliberate on its decision in executive sessions;**

Wyo. Stat. Ann. § 16-4-405(a)(ii) (emphasis added).

In this particular case, it is clear that the medical director is a professional person. Specifically, the medical director is a person licensed to practice medicine in Wyoming pursuant to the Wyoming Medical Practice Act. *See* Wyo. Stat. Ann. § 33-26-101 *et seq.*