

Johnson County Rural Health Care District

Minutes

June 13, 2022

The regular monthly meeting of the Johnson County Rural Health Care District was held at the County Planning Office, Monday, June 13, 2022. The meeting began at 4:03 p.m. The meeting was called to order by President Marilyn Connolly. Present were Marilyn Connolly, Mark Haines, Marie Miller, Jim Hicks, Scott McBride, Emily Wardell, Barry Crago, Aaron Palmer, Seth Taylor, Dave Harness, Kate Harness, Dennis Thorson, Commissioner Bill Novotny, Jeff Sawyer and Karri White. A quorum was present.

AGENDA: Mark Haines made a motion to approve the agenda with the addition of grants and fire rates. Seconded by Scott McBride. Approved by all.

VOUCHERS: June vouchers were reviewed. Mark Haines moved to approve the vouchers with check #1978 to DigeTekS voided. Seconded by Marie Miller. Approved by all.

I. APPROVAL OF MINUTES OF LAST MEETINGS:

Marie Miller made a motion to approve the minutes of the Special Meeting on April 25, 2022, and the Regular Meeting on May 9, 2022. Jim Hicks made a motion to add an amendment to the motion with the addition of “submitted by Karri White, Deputy Director, Buffalo EMS, LLC.” The amendment died for lack of a second. Marie Miller, Scott McBride and Mark Haines voted aye. Jim Hicks voted nay. Original motion approved.

II. VIEW AND APPROVE TREASURER’S REPORT:

Jim Hicks presented the May 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.

III. BUFFALO REPORT:

1. Ambulance Calls

Dave Harness reported May had 84 ambulance calls consisting of the following: 67 medical and 17 trauma; 17 transfers, 2 nurse transfers, 4 canceled, 10 patient refusals, 6 standby, 1 code, 2 DOA, 0 extrication and 0 trauma team activations. 30 in-town calls and 54 out-of-town calls. 62 were Johnson County residents and 22 non-residents. There were 8 out-of-county transfer with a total of 2,521 miles. Dave reported that the body damage from a deer strike with MS106 was repaired and MS106 is in service.

IV. KAYCEE REPORT:

1. Ambulance Calls

Michelle Chapman was unable to attend the meeting due to an ambulance call. No report available.

V. **OLD BUSINESS:**

1. **2022/2023 Budget**

Emily Wardell with Cloud Peak Accounting presented a budget cash flow worksheet. The worksheet shows emergency operating reserves as -82,599. She stated the recommended emergency operating reserves be six months to one year of the yearly operating expenses. Jim Hicks made a motion to move \$250,000 from Depreciation Reserves to Emergency Operating Reserves. Seconded by Scott McBride. Approved by all. Emily provided the proposed 2022/2023 Budget Summary. Jim Hicks made a motion to add \$50,000 to Out of County Transfers to the estimated revenue, Property Taxes (mill levy) to \$722,000, \$7,500 to Out of County expense line item, \$36,100 for Doubtful Collections and add \$71,000 to Reserves. Mark Haines made a motion to approve the proposed budget. Seconded by Scott McBride. Approved by all.

2. **Sheridan Memorial Hospital Transfer Agreement**

Marie Miller reported that she met with Sheridan Memorial Hospital Chief Financial Officer Nathan Stutt regarding a more permanent agreement between the RHCD and SMH to help provide ground ambulance services for transfers. Karri White, Deputy Director of Buffalo EMS and Kate Harness were also in attendance. Mr. Stutt explained they were in the process of establishing their own service to facilitate the transfers to WBI in Casper thus the requests made to Buffalo EMS might decrease. SMH would like to have an agreement with the RHCD that would outline the services provided along with an amendment of prices to perform such services. Karri White reported as of June 13, 2022, approximate \$141,000 has been billed and over \$65,000 has been received thus far from Sheridan Memorial. Marilyn Connolly commended Buffalo EMS for its efforts in increasing by over \$120,000. Karri stated the agreement with Buffalo EMS was due to expire June 30, 2022. Mark Haines made a motion to extend the agreement for three months. Seconded by Scott McBride. Approved by all.

3. **Medical Director Agreements**

The Medical Director Agreements were signed by Dr. Mark Schueler and Dr. Luke Goddard. Mark Haines made a motion to approve the agreements. Seconded by Scott McBride. Approved by all. Marilyn Connolly thanked Dr. Schueler for his service to the Kaycee EMTs and welcomes Dr. Goddard as the new Medical Director for Kaycee.

4. **Employee Handbook**

Tabled until revisions complete.

5. **Grants**

Marilyn reported she wrote and submitted a grant to the Wyoming State Land and Investment Board. The grant was awarded to the Johnson County Rural Health Care District for capital construction in the amount of

\$450,000. It is a matching funds grant. Marilyn suggested applying for the matching funds from the American Rescue Plan Act (ARPA).

Call for old business:

VI. NEW BUSINESS

1. Fire Rates

Mark Haines presented ambulance rates for BLS and ALS ambulance standby for fires. Mark stated this could provide additional revenue for the District.

Call for new business:

2. Bookkeeping Services

Dave Harness read a letter notifying the Board that Buffalo EMS will no longer provide district-wide bookkeeping services and preparation of materials for meetings. Buffalo EMS believes providing these services is no longer in the best interest of the RHCD nor Buffalo EMS. The duties are not included in the contract. Scott McBride and Marilyn Connolly were directed to research potential replacements.

Public Comment

Marilyn Connolly asked for public comment.

Jeff Sawyer stated that transparency is crucial and noted the county website is not up to date with the latest financials and minutes. He also suggested the board rely on actual evidence instead of anecdotal evidence when making decisions.

Mark Haines made a motion to adjourn at 6:36 p.m. Seconded by Scott McBride. Approved by all.


Respectfully submitted by Karri White.

The next regular meeting will be held on Monday, July 11, 2022, at 4:00 p.m. at the County Planning Office, Buffalo, Wyoming.



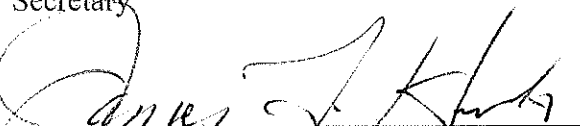
President

Member



Secretary

Member



Treasurer

06/13/2022

07/01/22

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

June 2022

	<u>Jun 22</u>
ALEXANDER SAIN	(99.73)
AT&T MOBILITY	(37.00)
BUBKE, SETH	(1,184.94)
BUFFALO EMS, LLC.	(66,784.51)
CNA Surety	(100.00)
CROSBY TAYLOR CONSTRUCTION	(297.87)
CROSBY TAYLOR.	(4,205.28)
DIGETEKs	(461.80)
Emergency Medical Products, Inc.	(323.36)
First Interstate Bank	(24.95)
HARRY D. STRAUB	(158.85)
HENRY SHEIN	(383.89)
INTUIT PAYMENTS	(7.81)
JOHNSON COUNTY	(11,684.88)
KRISTIN KLAHSEN	(427.12)
LPL FINANCIAL	(195.00)
Mark Schueler	(1,000.00)
MARY PROPSON	(297.38)
MICHELLE CHAPMAN	(1,794.18)
MONTANA-DAKOTA UTILITIES CO.	(73.71)
MOTOROLA SOLUTIONS, INC.	(147.14)
NORCO, INC.	(119.35)
PEAK MOTOR COACH, LTD.	(96.66)
POWDER RIVER ENERGY CORP	(269.93)
QUICK MED CLAIMS	(1,691.65)
RT COMMUNICATIONS	(143.30)
TODD PROPSON	(46.17)
TOWN OF KAYCEE	(69.75)
UNITED STATES TREASURY	(393.62)
VISA	(510.38)
WYOMING RETIREMENT SYSTEM	(56.25)
TOTAL	<u><u>(93,086.46)</u></u>

A handwritten signature in black ink, appearing to be 'M. Schueler', is written over the bottom right portion of the page.

Expenses by Vendor Detail

June 2022

Date	Num	Account	Paid Amount
ALEXANDER SAIN			
06/01/2022	1991	Payroll	(108.00)
06/01/2022	1991	Payroll Taxes	8.27
Total ALEXANDER SAIN			(99.73)
AT&T MOBILITY			
06/13/2022	1975	Telephones	(37.00)
Total AT&T MOBILITY			(37.00)
BUBKE, SETH			
06/01/2022	1995	Payroll	(1,308.00)
06/01/2022	1995	Payroll Taxes	123.06
Total BUBKE, SETH			(1,184.94)
BUFFALO EMS, LLC.			
06/13/2022	1379	BUFFALO EMS MONTHLY CONT...	(62,500.00)
06/13/2022	1380	Collection Fees	(4,284.51)
Total BUFFALO EMS, LLC.			(66,784.51)
CNA Surety			
06/13/2022	1976	Insurance - Liability	(100.00)
Total CNA Surety			(100.00)
CROSBY TAYLOR CONSTRUCTION			
06/13/2022	1977	Fuel / Mileage	(133.97)
06/13/2022	1977	Facility Maintenance	(163.90)
Total CROSBY TAYLOR CONSTRUCTION			(297.87)
CROSBY TAYLOR.			
06/01/2022		Payroll	(4,875.00)
06/01/2022		Health Insurance - Employees	171.78
06/01/2022		Payroll Taxes	497.94
Total CROSBY TAYLOR.			(4,205.28)
DIGETEKs			
06/13/2022	1381	IT Managed Services	(426.80)
06/13/2022	1386	IT Managed Services	(35.00)
06/13/2022	1978	IT Managed Services	0.00
Total DIGETEKs			(461.80)
Emergency Medical Products, Inc.			
06/13/2022	1998	Medical Supplies	(323.36)
Total Emergency Medical Products, Inc.			(323.36)
First Interstate Bank			
06/30/2022		Auditing / Accounting	(15.00)
06/30/2022		Auditing / Accounting	(9.95)
Total First Interstate Bank			(24.95)
HARRY D. STRAUB			
06/01/2022	1992	Payroll	(172.00)

Expenses by Vendor Detail

June 2022

Date	Num	Account	Paid Amount
06/01/2022	1992	Payroll Taxes	13.15
Total HARRY D. STRAUB			(158.85)
HENRY SHEIN			
06/13/2022	1999	Medical Supplies	(383.89)
Total HENRY SHEIN			(383.89)
INTUIT PAYMENTS			
06/10/2022	CCADJ	Collection Fees	(7.81)
Total INTUIT PAYMENTS			(7.81)
JOHNSON COUNTY			
06/13/2022	1979	Health Insurance - Employees	(5,842.44)
06/13/2022	2000	Health Insurance - Employees	(5,842.44)
Total JOHNSON COUNTY			(11,684.88)
KRISTIN KLAAHSEN			
06/01/2022	1993	Payroll	(462.50)
06/01/2022	1993	Payroll Taxes	35.38
Total KRISTIN KLAAHSEN			(427.12)
LPL FINANCIAL			
06/13/2022	1997	Deferred Compensation	(195.00)
Total LPL FINANCIAL			(195.00)
Mark Schueler			
06/22/2022	1387	Medical Director Contract	(1,000.00)
Total Mark Schueler			(1,000.00)
MARY PROPSON			
06/01/2022	1994	Payroll	(322.00)
06/01/2022	1994	Payroll Taxes	24.62
Total MARY PROPSON			(297.38)
MICHELLE CHAPMAN			
06/01/2022		Payroll	(2,050.00)
06/01/2022		Payroll Taxes	255.82
Total MICHELLE CHAPMAN			(1,794.18)
MONTANA-DAKOTA UTILITIES CO.			
06/13/2022	1980	Utilities	(73.71)
Total MONTANA-DAKOTA UTILITIES CO.			(73.71)
MOTOROLA SOLUTIONS, INC.			
06/13/2022	1382	Radios & Pagers	(147.14)
Total MOTOROLA SOLUTIONS, INC.			(147.14)
NORCO, INC.			
06/13/2022	1981	Oxygen Supplies	(119.35)

Expenses by Vendor Detail

June 2022

Date	Num	Account	Paid Amount
Total NORCO, INC.			(119.35)
PEAK MOTOR COACH, LTD.			
06/13/2022	1383	Repairs & Maintenance	(96.66)
Total PEAK MOTOR COACH, LTD.			(96.66)
POWDER RIVER ENERGY CORP			
06/13/2022	1982	Utilities	(138.17)
06/13/2022	2001	Utilities	(131.76)
Total POWDER RIVER ENERGY CORP			(269.93)
QUICK MED CLAIMS			
06/13/2022	1384	Collection Fees	(1,691.65)
Total QUICK MED CLAIMS			(1,691.65)
RT COMMUNICATIONS			
06/13/2022	1983	Telephones	(143.30)
Total RT COMMUNICATIONS			(143.30)
TODD PROPSON			
06/01/2022	1996	Payroll	(50.00)
06/01/2022	1996	Payroll Taxes	3.83
Total TODD PROPSON			(46.17)
TOWN OF KAYCEE			
06/13/2022	1984	Utilities	(69.75)
Total TOWN OF KAYCEE			(69.75)
UNITED STATES TREASURY			
06/08/2022		Payroll Taxes	(393.62)
Total UNITED STATES TREASURY			(393.62)
VISA			
06/13/2022	2002	Facility Maintenance	(126.19)
06/13/2022	2002	Postage / Freight	(2.74)
06/13/2022	2002	Meals / Hotel	(30.56)
06/13/2022	2002	Legal / Accounting	(19.08)
06/13/2022	2002	Office Supplies	(62.57)
06/13/2022	2002	Fuel / Mileage	(269.24)
Total VISA			(510.38)
WYOMING RETIREMENT SYSTEM			
06/13/2022	1385	Deferred Compensation	(56.25)
Total WYOMING RETIREMENT SYSTEM			(56.25)
TOTAL			(93,086.46)