

JOHNSON COUNTY RURAL HEALTH CARE DISTRICT

Minutes
October 10, 2022

The regular meeting of the Johnson County Rural Health Care District was held at the Johnson County planning office in Buffalo, Wyoming, on Monday, October 10, 2022. The meeting began at 4:00 p.m. The meeting was called to order by President Marilyn Connolly. Board members present were Marilyn Connolly, Marie Miller, Scott McBride, Mark Haines, and Jim Hicks. A quorum was present. Others present at the meeting were Michelle Chapman, Karri White, Kate Harness, Dave Harness, Dennis Thorson, Bill Novotny, Seth Taylor and Teresa Fieldgrove.

AGENDA: Jim Hicks made a motion to approve the agenda with the addition of executive session for item 6 under old business, Out of County Refusal of Payment. Mark Haines seconded. Agenda was approved.

VOUCHERS: Vouchers were reviewed. Marilyn asked for a motion to approve vouchers, Marie Miller so moved, Scott McBride seconded. Vouchers were approved. Marilyn Connolly asked to have a more complete report at future meetings on the out of county transfers that have been billed, and the 15% payment to Buffalo EMS.

I. APPROVAL OF MINUTES LAST MEETING:

Mark Haines suggested changing verbiage under treasurer's report regarding out of county transfers for \$333,000, to "has been billed" rather than "generated". Mark Haines made a motion to approve the minutes with the verbiage change, Scott McBride seconded. Minutes were approved with one vote to abstain by Jim Hicks.

II. VIEW AND APPROVE TREASURER'S REPORT:

Treasurer's report was submitted for review. Marilyn Connolly made a comment on receiving the mill levy. The income is reported on the treasurer's report under taxes and vehicle motor income. There was some discussion on expenses. Mark

Haines made a motion to approve the Treasurer's report, Marie Miller seconded. Treasurer's report was approved.

III. BUFFALO DIRECTOR'S REPORT:

1. Ambulance Calls

Dave Harness reported there were 88 total calls for September consisting of the following: 80 were medical, 8 trauma, and 18 transfers; 3 nurse transfers, 1 cancelled, 7 patient refusals, 1 assisted, 15 standbys, 0 code, 1 DOA, 0 extrication, 2 trauma team activation: 48 in-town calls and 40 out-of-town calls. 66 were Johnson County residents, and 22 were non-residents. There were 14 out-of-county transfers with a total of 5,784 miles. Dave gave an update on the 4th ambulance; it will be up and running soon. Buffalo EMS will begin charging for standbys in January.

IV. KAYCEE DIRECTOR'S REPORT:

1. Ambulance Calls

Michelle Chapman reported there were a total 15 calls in September: 7 trauma, 4 medical, 3 standbys, 1 transfer, 4 refusals, 0 cancelled, 3 life flight, 0 DOA, 12 total patients. Michelle reported they had completed October training and the DEA license was received. The tracking system and safes are set up and in use for safety measures with medications. Jim Hicks asked about having a breakdown on miles for each month.

V. OLD BUSINESS:

1. Standby Policy

Mark Haines made a motion to adopt the Standby Policy as written with the change in verbiage for administration fee being charged "per season" rather than "per event", Scott McBride seconded, motion carried.

Marilyn Connolly stated the Health Care Coalition approved a grant for \$1000 to purchase a laptop for the EMT trainings. The remainder of cost on the laptop will be \$399. Marie, Scott and Mark all agreed that the Rural Health Care Board should

pay for the additional cost on the laptop. Jim Hicks made a motion that the laptop be purchased for \$1399, Scott McBride seconded, all in favor said “aye”, motion carried.

2. Bookkeeper/Administrative Update

Teresa Fieldgrove reported that all was going well. Bank of Buffalo log in is working and the transition of bills and payroll from Kaycee is almost complete. Marilyn Connolly asked about Quick Meds and would like to have a monthly report on what has been billed and a current account receivable, a type of aging report on the account.

3. Building Committee Update

Not much to update. Some concerns on the RFP draft and having the building address in the RFP.

4. RFP- Architects

Marilyn asked for approval to publish the RFP. After some discussion, it was decided to wait until the duties are completed for the packet. The packet contains detail on what the architect will do.

5. FYE 2022 Audit- Engagement letter

Scott McBride made a motion to sign the contract with Cloud Peak Accounting to perform the audit, Mark Haines seconded, motion passed.

Call for Old Business:

Call for New Business:

Dave Harness asked the Board to consider purchasing a portable Nitrous Oxide Unit for pain reduction. He said he had visited with Dr. Schueler about it, and he thinks it is a good idea. The cost is \$3,700. Scott asked Dave what a Nitrous Oxide Unit is, and Dave explained that it is a mixer which mixes oxygen and nitrous oxide. It is a pain reliever and reduces stress and anxiety. He said he feels it is safe and so does Dr. Schueler, as it is an on-demand unit that patients hold in their hand. When they fall

asleep, it no longer works so there is not a danger of overdose. Marilyn stated that we had talked about purchasing these before. Mark Haines said he thought that Dr. Schueler wasn't in favor of these before when Crosby and Michelle had talked about them. Jim said that he wants to do more investigation to make sure they are safe. Mark asked if we get one for Buffalo if Kaycee needs one also. Michelle said that they don't because they have meds. Scott said that he would be in favor of it after we find out more details. Discussion was held on the maintenance of the Nitrous Oxide units, and both Michelle and Dave think there is little maintenance. The Board will look into this more, thus the request for purchase of the Nitrous Oxide Unit was tabled until the next meeting.

Call for any other New Business: none

Out of County Refusal of Payment:

Scott McBride made a motion to go into executive session, Mark Haines seconded, the board went into executive session at 5:05 p.m.

Mark made a motion to come back to general session, Scott seconded, the board resumed general session at 5:18 p.m. It was the consent of the board to write a letter to the potential claimant addressing his concerns.

Mark Haines made a motion to approve a voucher be written for Wyoming Worker's Compensation with at least three board members signature and have the check signed. Jim Hicks seconded the motion. Motion carried.

PUBLIC COMMENT:

Marilyn Connolly asked for public comment, there was none

ADJOURN:

Mark Haines made a motion to adjourn the meeting, Marie Miller seconded. Meeting was adjourned at 5:35 p.m.

Respectfully submitted by Teresa Fieldgrove

Next regular board meeting: November 14, 2022 – 4:00 p.m.

JC Planning Office- Buffalo

Mark Conf
President

Secretary

Treasurer

Scott B. Wee
Member

Mark Davis
Member