

Johnson County Rural Health Care District

Minutes

January 9, 2023

The regular monthly meeting of the Johnson County Rural Health Care District was held at the Johnson County Planning Office in Buffalo, Wyoming, on Monday, January 9, 2023. The meeting was called to order at 4:04 p.m. by President Britni Camino. Board members present were Britni Camino, Marilyn Connolly, Adam Michelena, Dr. Mark Schueler, and Marie Miller. A quorum was present. Others in attendance at the meeting were Kate Harness, Karri White, Seth Taylor, Bill Novotny, Teresa Fieldgrove, and special guest Carla Bishop.

AGENDA: Marilyn Connolly made a motion to approve the agenda, Adam Michelena seconded. The agenda was approved.

SPECIAL GUEST CARLA BISHOP:

Carla Bishop gave an overview of the mill levy process. The district receives a monthly check from the property tax that is collected. In addition to the mill levy from property tax, the district also receives a levy on the motor vehicle tax and mobile machinery tax. She described that the process in which mineral companies must pay their taxes has been changed through legislation. The effect on the mill levy process is that current production, 2023, is being paid monthly but production from 2022 was deferred. Most companies are choosing to pay the 2022 tax and not take the deferment. The current mill levy that these companies are paying on and the future mill levies, are being estimated so there will be an adjustment made in July. A "true-up" process. This adjustment could result in paying money back. Carla suggests using the money sparingly in case there is a pay back. Throughout the year, some months the mill levy check will be a much larger amount due to when property taxes are paid. Most property tax is paid in December and May. Carla said she is still working on collecting back taxes (2008-current). As those taxes are collected, the money is allocated to all entities. A summary of the December 2022 taxes for Johnson County Rural Health Care District shows the value of taxes to be collected under Asset description (total of \$1,080,277.01 yet to be collected, which includes tax amounts from 2021- 2008). The taxes already collected and paid out are under the Revenue description (total of \$702,400.70 received this fiscal year as of Dec 31, 2022). Carla pointed out as per the summary, for example, Johnson County Rural Health Care District has received a total of \$40,982.94 from July thru December for motor vehicle fees; \$7,528.87 of that total being received in December. Britni Camino asked Carla if she can guide the district in creating a budget for the expected mill levy revenue in next fiscal year. Carla said an estimation can be made based on valuations through the assessors. The estimation can show what the 2 Mills allotted to Johnson County Rural Health Care is worth for 2023. Bill Novotny stated that the 2 Mills will be generating more money as prices are going up for vehicles. Carla was thanked for her time in presenting the mill levy discussion.

VOUCHERS: Vouchers were submitted. Marilyn Connolly made a motion to approve the vouchers. Marie Miller seconded. Vouchers were approved.

I. APPROVAL OF MINUTES OF LAST MEETING:

President Britni Camino asked if all board members had received the minutes from the last meeting and if there were any additions or corrections. Minutes were approved as distributed.

II. VIEW AND APPROVE TREASURER'S REPORT:

Dr. Mark Schueler presented the treasurer's report. He stated that looking at the previous month's financials, things appear to be on budget going forward. He stated that the out-of-county transfer revenue is higher currently than to expect in the future. Future out-of-county transfers may reduce by 75% due to changes in ambulance service out of Sheridan. The collection fees are close to 10% of revenue which is fairly competitive rate. The positive cash flow currently may not be reflective as to what can be expected in the future. There was some discussion on moving funds from the Bank of Buffalo money market account into a CD. If it is transferred into a CD that will limit access to the funds. Dr. Schueler will look into terms of CDs and current interest rates.

There was discussion regarding the action of calling for approval of the treasurer's report as stated in Robert's Rules of Order. Britni Camino stated the rules suggest that the secretary be asked to file the report for audit. After some discussion, the board members decided to continue having a motion to accept the treasurer's report. Marie Miller made a motion to accept the treasurer's report as presented and Adam Michelena seconded. The treasurer's report was approved.

III. BUFFALO REPORT:

1. Ambulance Calls

Karri White reported there were 76 total calls for December consisting of the following: 60 medical, 16 trauma, and 18 transfers; 2 nurse transfers, 3 cancelled, 10 patient refusals, 0 standby, 0 code, 1 DOA, 0 extrication, and 0 trauma team activations. 44 in-town calls and 32 out-of-town calls. 68 were Johnson County residents and 8 non-residents. There were 2 out-of-county transfers with a total of 674 miles.

Karri discussed Title 25 transfers and stated that there are a few, but it's not significant. An attached handout showing the total Title 25 transfers for the last three years and this current year is attached. She also stated that the repair and maintenance on ambulances has been increasing. Buffalo EMS spent \$7000 last year and this year they have spent \$6556. Brake pads and rotors wear out more frequently on older ambulances and there tends to be more repair. The Lucas

device that was gifted (valuing \$20,000 purchased new) needed a new power supply and still needs a repair. Cost on repair is around \$1200 and will need to happen soon. Marilyn Connolly asked about the Nitrous Oxide Unit. The unit has been ordered. They are waiting on American Welding Gas Company and training will need to take place.

IV. KAYCEE REPORT:

1. Ambulance Calls

No verbal report was given as Kaycee was unable to attend. The written report shows 1 call for December: 0 trauma, 1 medical, 0 standby, 0 transfers, 0 refusals, 0 cancelled, 0 life flight, 0 DOA, 1 total patient.

V. OLD BUSINESS:

1. AUDIT PROCESS

Porter Muirhead Corina & Howard CPA firm can start in March. The fee is \$25,000. This is above the budgeted amount by \$8,000. If the district decides to use them in the future, cost will most likely be less. They are a reputable company and provided a peer review as reference. Adam Michelena made a motion to approve the bid from Porter Muirhead Corina & Howard and have them perform the audit. Dr. Mark Schueler seconded the motion. Motion was approved.

2. MEDICAL DIRECTOR REPLACEMENT

Karri White said Buffalo EMS has recommended Dr. Darnell as the new Buffalo medical director. Dr. Darnell is willing to accept the position. Dr. Darnell can start February 1, 2023. Dr. Mark Schueler will contact Dr. Darnell in order to review and orient Dr. Darnell with the director's duties. The medical director is hired as contract laborer and will need to sign an agreement. Adam Michelena made a motion to accept Dr. Darnell as the new medical director in Buffalo. Marie Miller seconded. Motion approved.

3. GUIDEHOUSE SURVEY

The Wyoming Department of Health is in the process of developing a proposed supplement payment program for ground ambulance services. A survey was received needing documentation on total trips and net revenue for last fiscal year. After submitting information for the survey, the WY Department of Health said Johnson County Healthcare District

would be excluded from the supplement payment program. Marilyn Connolly contacted them and asked if information could be resubmitted. They were needing three explanation of benefits showing payment from general insurance providers, not Medicare payments. Information was gathered from Quick Med on general insurance payments received and resubmitted to the WY Department of Health. Nothing currently has been received back regarding the supplemental program.

Call for Old Business:

VI. NEW BUSINESS:

1. MEDICAL DIRECTOR CONTRACT- already done, nothing new to report.

2. NEW BUILDING GRANT

The mineral royalties grant for \$425,000 and the ARPA grant for \$ 450,000 were both approved. The monies need to be allocated by December 2024 and projects completed by December 2026. Both are matching grants. The Johnson County Rural Health Care District has \$500,000 set aside, less the \$80,000 that was used to purchase land, for matching funds. The Rural Health Care District funding will need to match the mineral royalty grant. Money from the mineral grant will be used to match the ARPA grant. Marilyn Connolly said it should be a wash on the grant. Dr. Schueler stated there will most likely be more than the \$875,000 spent.

3. NEW FISCAL YEAR BUDGET

A budget timeline was handed out and discussed. The time frame for renewing the contract with Buffalo EMS is 120 days from June 30th. The Johnson County Rural Health Care District needs to say “yay” or “nay” to contracting them. The contract amounts can be determined at a later date. It was suggested that a sub-committee with two board members be determined and have them negotiate terms with Buffalo EMS. After negotiation, the figures can be brought to the board for approval. There could be an automatic renewal with Buffalo EMS if there are no changes needed or wanted by Buffalo EMS. It was decided that by March 1, 2023, the board will vote “yay” or “nay” to continuing a contract with Buffalo EMS and the contract content will be determined later. The current contract can be extended for a year or longer and allow for time to negotiate the terms. Adam Michelena made a motion to nominate Britni Camino and Marie Miller as the sub-committee to negotiate the contract with Buffalo EMS. After negotiations, the board will vote on a contract amount. Dr. Schueler seconded, motion carried.

Call for New Business: None

PUBLIC COMMENT: None

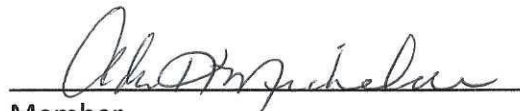
ADJOURN: Marie Miller made a motion to adjourn the meeting. Dr. Mark Schueler seconded the motion. The meeting was adjourned at 5:50 p.m.

Respectfully submitted by Teresa Fieldgrove.

The next regular meeting will be held on February 13, 2023, at 4:00 p.m. at the JC Planning Office, Buffalo, Wyoming.



President



Member

Secretary



Member



Treasurer