

# Johnson County Rural Health Care District

## Minutes

February 12, 2024

The regular monthly meeting of the Johnson County Rural Health Care District was held at the Johnson County Planning Office, on February 12, 2024. The meeting was called to order at 4:02 p.m. by President Britni Camino. Board members present were Britni Camino, Adam Michelena, Marilyn Connolly, Dr. Mark Schueler and Marie Miller. A quorum was present. Others in attendance were Kate Harness, Dave Harness, Karri White, Crosby Taylor, Jen Hicks, and Teresa Fieldgrove.

**AGENDA:** Marilyn Connolly made a motion to approve the agenda as presented. Dr. Schueler seconded the motion. The agenda was approved.

### I. APPROVAL OF MINUTES OF LAST MEETING:

There was not a second to the motion stated in the minutes to the approval of the vouchers, at the meeting in January. Britni Camino stated she seconded the motion to approve the vouchers at the January meeting.

Adam Michelena made a motion to approve the minutes from January 8, 2024, after adding the line, Britni Camino seconded the motion to approve the vouchers. Marilyn Connolly seconded the motion to approve the minutes. The minutes were approved.

### II. VIEW AND APPROVE TREASURER'S REPORT:

Dr. Schueler gave the Treasurer's report. Adjusted current revenue is at 57% of budget. Overall expenses are 52% of budget. There are a few line items currently above budget. The current total of cash accounts is \$1,083,246. The CD accounts total \$1,032,446.

Marilyn Connolly made a motion to approve the Treasurer's report as presented. Adam Michelena seconded. The Treasurer's report was approved.

### III. BUFFALO REPORT:

#### 1. Ambulance Calls

Dave Harness reported there were 58 total calls for January consisting of the following: 50 medical, 8 trauma, and 10 transfers; 3 with nurse transfer, 1 cancelled, 11 patient refusals, 0 assisted, 1 standby, 0 code, 0 DOA, 0 extrication, and 0 trauma team activation. 30 in-town calls and 28 out-of-town calls. 54 were Johnson County residents and 4 non-residents. There were 0 out-of-county transfers.

MS 73 has an electrical issue. An electrician is scheduled to look at it.

Britni Camino stated that a patient asked about in town transfers being free. It was a policy several years ago, however that changed. Marilyn Connolly stated there was not a publication on the change.

#### **IV. KAYCEE REPORT:**

##### **1. Ambulance Calls**

Crosby Taylor reported the following for Kaycee: 4 total calls for January: 0 trauma, 4 medical, 0 standby, 0 transfer, 0 refusals, 0 cancelled, 0 life flight, 0 DOA, 4 total patients.

Crosby discussed an app called "I Am Responding". Powder River Fire has suggested to share the cost of the app with Kaycee Ambulance, if they are interested. The cost is based on volume. The estimated cost is \$800 per year. That would be split with Powder River Fire. There is a two month trial offered. The app will map all the information for location on a call. Marilyn Connolly stated that Johnson County Fire is currently using the app.

#### **V. OLD BUSINESS:**

##### **1. NEW BUILDING**

The building committee has had two meetings with Nelson Engineering. They discussed the building position on the lot. The committee thought a West facing building would be best. A new access would have to be made. They also discussed small changes in the layout and design. Increasing the building by 10' was suggested and talked about. Increasing the size by 10' would add around \$100,000 to the overall cost. They considered keeping the building facing North, and adding a type of heating element to control snow and ice buildup. Britni Camino asked about the area between the Fire District building and the Rural Health Care District lot. There is no access on the East side. There was a concern that a water line may run under the lot. The committee members did tour the Fire Department building. The Fire Department building is larger than the proposed Rural Health Care Building.

##### **2. BILLING COMPANY**

Britni Camino stated that Lori Freeman, with the new billing company, has been proactive in the process and it is going well.

A question was raised concerning a patient in 2022 where the bill was sent to Johnson County Memorial Hospital. Karri said it was a transfer to Casper when the weather was bad, and the ambulance had to return to Buffalo. The patient was under the care of the hospital and that is why the hospital was billed.



### **3. TRANSFERS**

There was discussion on reimbursing Buffalo EMS for payroll and fuel costs associated with in-county transfers that exceed the monthly budgeted transfers. Ten transfers are an average number of the amount budgeted. There was discussion on how to record the expense of the additional transfers. Marie Miller asked what line item the expense would be applied to. Dr. Schueler said the District is not obligated to amend the budget if the total expenses do not exceed the budgeted amount. Karri White suggested combining the reimbursement expense with out-of-county transfers and changing the line item to transfer expense. The line could be broken into sub-categories in QuickBooks. Britni Camino said they could have a budget hearing to add the transfer reimbursement. Marilyn Connolly suggested amending the current contract with Buffalo EMS to add the transfer reimbursement. Dr. Schueler made a motion to compensate Buffalo EMS 100% of the payroll and fuel for all transfers over the budgeted 10 that originate in Johnson County. Adam Michelena seconded the motion. There was 1 nay vote. Motion passed. There will be a special meeting to discuss the amendment to the contract with Buffalo EMS in order to add the transfer reimbursement.

### **4. MUTUAL AIDE AGREEMENT- CAMPBELL COUNTY EMS**

The Mutual Aide Agreement with Campbell County was signed.

#### **CALL FOR OLD BUSINESS:**

#### **VI. NEW BUSINESS:**

##### **1. TRANSFER BILL**

Already discussed.

##### **2. BUDGET TIMELINE**

Preliminary budget figures for next fiscal year will be discussed at the meeting in March. Dr. Schueler said it would be helpful to have a preliminary estimate on the building cost. The out-of-county transfers are expected to be lower. Tax revenue may increase. Ambulance revenue is not expected to decrease. The ambulance cost can carry over to next fiscal year.

#### **SPECIAL MEETING**

Britni suggested that there be discussion on the current budget at the special meeting. Dr. Schueler will ask the State Auditors about adding a line item.

**CALL FOR NEW BUSINESS: None**


**PUBLIC COMMENT: None**

**VOUCHERS:** Vouchers were submitted. Adam Michelena had a question on the hours being billed by Nelson Engineering. Marilyn Connolly said the State Land Board will need documents to backup charges on the bill. Marie Miller made a motion to approve the vouchers. Dr. Schueler seconded the motion. Vouchers were approved.

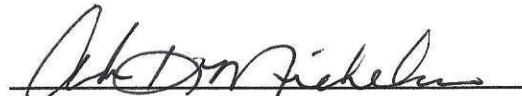
**ADJOURN:** Adam Michelena made a motion to adjourn the meeting. Dr. Schueler seconded. Meeting was adjourned at 5:18 p.m.

Respectfully submitted by: Teresa Fieldgrove

**The next regular meeting will be held on March 11, at 5:00 p.m. at the Kaycee Ambulance Barn, Kaycee, Wyoming**

  
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President

  
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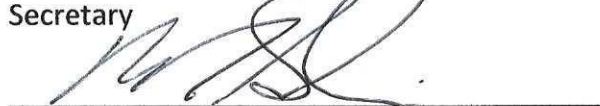
Member

  
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Secretary

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Member

  
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Treasurer