

Sublette County Rural Health Care District
Board of Trustees
Regular Meeting
October 21st, 2020

Venue: Marbleton City Hall, Marbleton, WY

Trustees Present:

Wendy Boman, Chairman
Bill Johnson, Vice-Chairman
Tonia Hoffman, Secretary/Treasurer
Mike Pompy, Trustee
Marti Seipp, Trustee

Call to Order:

Ms. Boman called the meeting to order at 5:00 pm.

Pledge of Allegiance

Set Agenda:

Legal – Wyo. Stat. 16-4-405(a)(iii)

Personnel- Wyo. Stat.16-4-405(a)(ii)/ Wyo. Stat. 16-4-405(a)(x)

Routine Business

- Administrative and Finance Report/Dave Doorn
- EMS Report/Bill Kluck
- Public Relations Report/Emily Ray
- Committee Reports
 - o CAH Committee (Bill Johnson/Mike Pompy)
 - o Compensation Committee (Marty Seipp) – Approve policy changes 304.1 holiday, 312.1 retirement rates, 309.9 PAL. Plus Covid leave policy expiration explanation
 - o Joint Planning Committee Update (Mike Pompy/Tonia Hoffman)

New Business: Union Agreement

Public Comments

Old Business: Approve meeting minutes for 9/16/2020

Routine Business: Approval of Payroll and Bills

Executive Session: [Minutes taken by Tonia Hoffman]

Routine Business:

Administrative and Finance Report / Dave Doorn

Marbleton/Big Piney clinic was up in same day appointments, lab visits are way up, but overall, we are up in numbers throughout the month. We are above what we were a year ago in September pre-Covid which is a really good sign. Pinedale is similar. They had a nice increase in scheduled appointments which is really important. We have been working on our primary care, working on getting people to schedule more visits compared to having more same day visits like last year. 272 vs 192 last year. Lab is double their numbers compared to last year. Our ultrasound was up nicely as well as CT. EMS had a busy month as well. We were up across the board. Even with Covid going strong individuals are okay coming into the clinic.

He moved onto the financials. We had a positive bottom line after our tax mil levy adjustment of \$228,000. What went into that was a busy September, but also, we had a log jam in billing in August we had some issues, so that extra revenue was a combination of August and September revenue. August looked a little worse than it was and September is looking a little better than what it actually is. We are on budget for every line item listed. We are at a -\$150,000 for the year. There was \$47,000 of Covid expenses just for this month. This is because during this month we had nurses out, covering the schools and there was a myriad of different things going into that \$47,000.

Wendy asked about the PPP monies.

Dave said that we have already filed for our application in August for our forgiveness. We are just waiting for an answer, everything looked really good so that \$987,000 will get flipped to income, compared to a liability.

Dave wanted to commend the staff they all have been working very hard covering all bases. Everyone has been pitching in and working overtime.

We are continuing to meet with the IC command.

We are covering the nursing at the schools and we are helping the schools out with PPE as much as we can.

We attended the first responder picnic,

We started the jail contract

We were approved for \$889,000 worth of equipment that we requested through the county and went to the SLIB board. What that money entailed was 2 containers 1 for each clinic location, 2 UV light robots, 2 ventilators, and we were approved for our testing. We are taking another shot at the funding to try to get more equipment that will be needed.

Containers are being worked on we need to get building permits as well. The first will be delivered to MBPC. We are figuring out the power water and sewer hook ups. It will take around 3 weeks until Pinedale's will be ready because they have to build them from scratch.

Vicky's report - 2 RN's complete and become certified in our ENPC Emergency Nurse Pediatric Care. ER education day is the third Thursday of the month which was on pressers and fluid resuscitation. Trauma review was held with good attendance focusing on lung injury and trauma. Nursing staff covered the Elementary School Nurse for a week and a half.

EMS Report / Bill Kluck

Continuing with ACLS PALS and BLS classes. EMS is starting to train more with the clinic staff. We had a couple months in already it is interesting and will be very helpful. Safety – it is that time of year again. Animals are starting to move, be careful, wear warm clothing. EMS is continuing to stay up with CDC guidelines for PPE use, our PPE supply is looking really good right now. Reminding new people that winter driving is coming, it is not like driving your car. Events – High School football standbys and they did participate in the homecoming parade.

The new ambulance is still scheduled for December, and is coming out of Quebec Canada.

Mike asked about air coverage. Bill kluck said that no one now is selling memberships unless they are an insurance company. The insurance company MASA offers coverage. You can go online and purchase it that way, they cover ground or air.

Last, the next blood draw will be in December.

PR Report/ Emily Ray

We have been keeping up to par for the JPC. Last month's promo was an entry in to a raffle to win a gift basket for parents who bring their child in for a well child check. She feels like the district loses a lot of money to individuals driving to Jackson to see pediatricians there. This month people can win a gift certificate to fill out a satisfaction survey online. We have had about 20 submissions and with that we are still maintaining our feedback forms. If there are any issues an employee can fill out a feedback form, log it on a computer and any supervisor will be able to see the complaint and delegate and follow up.

3D mammography van came last month, great turn out. We are hoping to schedule one for May.

She has been assisting with:

Posting for a Housekeeper position which was open and filled within a week.

Visiting Reps have come from St. Johns, NovoNordisk and other companies to speak with providers so she coordinates these meetings

Covid meetings and student shadowing coordination

Consistent Website Updates

Social media has ramped up again and has improved from 700 to about 2,600 reached.

Committee Reports

CAH Committee (Bill Johnson / Mike Pompy):

Bill wanted to thank everybody for the chance to serve on this board. Public and board members you

are all great, love you all. It has been a pleasure.

Compensation Committee (Marti Seipp):

Paid annual leave that employees accrue needs to be clarified about how employees can use that. If in case of an emergency it is possible to give away part of your PAL. It has to be used within 2 pay periods. The existing and then the following.

Marti made a motion to approve the change in the PAL policy for our employee's policy 309.12 Tonia seconded and motion carried unanimously

Marti made a motion to approve the employee participation in the state retirement plan. The state has raised the contribution level to 18.12%. The employees will pay 9% and the RHCD will pay 9.12%. Tonia seconded the motion, unanimous approval.

The board decided to set the dates for the holidays for this coming Christmas and then the next years' holidays. It was decided that December 24th 2020 will be a half day, and we are closed all day Christmas. Marti made a motion to approve this schedule, bill seconded, unanimous approval.

Holidays for 2021, everything was simple but Christmas. It would be a half a day Friday and then a full day that next Monday.

Marti made a motion that we do those as Sharon stated. Tonia seconded the motion, unanimous approval.

Sharon mentioned that the dates for the national pandemic had to be changed to January 21, 2021 in the SCRHCD Covid policy.

Joint planning Committee/Tonia Hoffman

They have been busy; we did have a meeting with prospective management companies last week with key priority stakeholders. We are trying to push through; we have 2 q&a's next week as well as Kendall Valley on Thursday at 6pm so we have less than two weeks less but we have had a great turnout.

Diana Watkins asked why the prospective management meeting was not made public and what are our plans for making it public?

Tonia said unfortunately she can't answer that in this meeting the JPC is a separate entity and it was decided that she can come to our Q&A at Kendall Valley to get that answer.

New Business:

Union Agreement –

Rachel Weksler stated that the sovereign immunity clause has been added and union assures us that each service agreement will have some warranty that will go with it. The indemnification clause is not going anywhere, which is not uncommon for contracts of this type. This is similar to phone service, landlines etc. So, we understand the relationship between a company like Union and the people that will receive those services. She still has concerns but she feels that this is the best it is going to get. The sovereign immunity clause has been added and she really doesn't think they will budge on anything else. The binding arbitration clause was added but she thinks if you are going to sign this is as good as it gets.

Dave added that we did a lot of work with CenturyLink to make sure that we weren't contractually obligated to them in any way and we are not and that is long past. Moving to union will increase our speed and capacity and we will save some money with them. They are not ready to provide services yet, they would like to try to that this fall but they did not know the exact timeframe.

Tonia moved that we approve the Union contract with Rachel's revisions, Marti seconded the motion, unanimous approval.

Public Comments:

Sam Bixler wanted to compliment the board. It has been two long or very short years depending on perspective and stated that you have done a great job repairing relationships and moving this project forward. You have fought the good fight for a long time and deserve the recognition.

Dave wanted to thank the board as well for the opportunity to come and the board replied that you have made a huge difference, are a great partner, and the staff probably feels the same way.

Old Business:

Tonia made a motion to Approve meeting minutes for September 16th, Marti seconded the motion, unanimous approval.

Routine Business:

Approval of Payroll and Bills

Tonia made a Motion to approve bills in the amount of \$1,013,525.00, Bill seconded the motion, unanimous approval.

Adjournment:

Marti moved to adjourn the meeting, Mike seconded the motion, unanimous approval

Minutes taken by Emily Ray

Mike Pompy, Chairman

Dave Doorn, Administrative Director