

Sublette County Rural Health Care District
Board of Trustees
Regular Meeting
February 17, 2021

Venue: Marbleton Town Hall, Marbleton, WY

Trustees Present:

Mike Pompy, Chairman
Sam Bixler, Vice-Chairman
Marti Seipp, Secretary
Lynn Bernard, Treasurer
Kari DeWitt, Trustee – Excused Absence

Call to Order:

Mr. Pompy called the meeting to order at 5:05 pm.

Pledge of Allegiance

Set Agenda: Mike made a motion to approve the agenda, Lynn seconded the motion, unanimous approval

Executive Session: 5:00 pm – 5:20 pm

-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
 - Building Committee (Mike Pompy)
 - Compensation Committee (Marty Seipp) –
 - Joint Planning Committee Update (Mike Pompy)

New Business –

Review Budget Amendment

March Meeting Date

Public Comments

Old Business: Approve Meeting Minutes for the January 20th meeting.

Routine Business

-Approval of Payroll and Bills

Executive Session: Minutes taken by Marti Seipp

Routine Business:

Administrative and Finance Report / Dave Doorn: Dave mentioned that we had a slow month compared to January of last year. We are trying to address those issues but basically our goal is getting people back in their routines to coming back to the clinics, remind them that they are safe and it is okay to come back.

On the financial side, a lot was spent on capital this month. We spent around \$238,260. The SLIB board money was approved and the county approved funding as well so that will offset part of that \$238,000. Our ambulance was purchased this month so that was the big expense for this month. For a YTD review for the gross profit, we are down about \$86,000. Our mill levy we have collected \$2 million, budget is at \$2.5 million because of the lag in our payments. We will get a payment in May so we are at about \$460,000 if we spread it out evenly, that is the adjustment right now. Expenses are in line. Excluding the capital, we are about \$100,000 below breaking even on operations.

Dave confirmed that we have received the PPP loan money and it has been forgiven. It is listed in this year because the auditors are making us put it in last year because that was when the loan was given. It was put in this year at this point in time because that is when it actually came in.

Sam asked about the SLIB money, and checked to see if that was a part of the PPP funds.

Dave confirmed that the SLIB is separate, it was pretty much all equipment. We have one payment left for \$176,000 that will be at next months meeting.

Dave was at the commissioners meeting Tuesday and spoke about the public health building. We know it is going to have to be taken down at some point in time. A committee has been set up to work with public health to make that as painless as possible. Matt Gaffney, Billy Hamby, Dave and Matt Gaffney are working toward solutions as to where to move them.

The RFP process is moving ahead, we have survey information that the new board has as well. The Hospital District tonight will hopefully select a lawyer so they can establish bylaws etc.

Plan Review meetings with the Sublette Center and Architects are continuing so we are moving ahead.

We are negotiating with the Irrigation District to move the ditch.

We do qualify for FEMA funding. We don't know what it is going to look like but we got the notification back that we have access to a portal and we will start placing our expenses in a portal. WE don't know what to expect just yet but hope that it will play in our favor.

Vicky Marshall's report – Continued education in the ER. Flight Nurses from Primary Children's gave an in-service on neonatal resuscitation. This month Dr. Roberts from Gros Ventre OBGYN will give an OB 101 course. 2 nurses will be attending Trauma Nurse Care Curriculum.

All equipment has arrived for the isolation units, and units are up and running. Good news is that covid is quiet. We only have two active cases in the county, which is the lowest it has been in a really long time.

Sam made the comment that CARES Act 3 is going through the process currently. He encouraged everyone to talk to our delegation in Washington to get our hospital project considered in the bill.

EMS Report/Bill Kluck – training with ACLS BLS and ALS classes. We are always working on a class or two. The monthly ER trainings have really taken off. He expressed his appreciation to those involved in the training. The EMT-B class is going very well. There are some prospects in that class where we can get some part time employees.

Safety – Wear warm clothing, we are currently staying with CDC guidelines to prevent possible exposures.

Events – Standby last weekend for winter carnival for skijoring. There were no injuries and 120 contestants. Weekly he has been assisting with the vaccine clinics. Every Thursday in Pinedale and every other Tuesday in Marbleton. Blood Drives are coming up, March 15th we are sponsoring in Pinedale from 1-6 in the EMS training Room. March 16th the blood drive is sponsored by Mackenzie Sullivan from Big Piney High School from 1-6 pm at the gym. Free EKGs for Heart Month yesterday and today. We had 28 in Pinedale yesterday and 13 down here in Marbleton.

General – the new ambulance arrived, and then he sent it back. There was an issue with the powerlift system height. They took it back and revamped the suspension on it so everything works. The idling manager on the new vehicle will be removed as well. He is hoping to see it by the end of the week.

Bill also mentioned that Vicky, Dave, and himself went to South Lincoln Medical Center. Their EMS system is hurting. They have asked us for help. An MOU was created and one ALS (paramedic or intermediate) will go down to Kemmerer to assist with transfers to Salt Lake. There are charges for every time they go down there. Nobody will be taken off of a crew, and we prioritize our county first. If we don't have availability then we will have to decline assistance.

PR Report/ Emily Ray – We did start a new program, the community donated above and beyond expectations. The donations we receive for our Families in Need Funds usually covers the need, but this year we had more than what our patients needed. We have been coordinating with our local facilities like SAFV, the Food Basket, the Pregnancy Resource center, the Churches etc. If they have any families that they know are in need of medical bill assistance they call our billing office and work with Kelli and can delegate funds to assist these families. We have had quite a few families already take advantage on that.

We have been slow in the clinic. We have been promoting providers overall, our services, and try to get people in and not be so afraid. We have stayed consistent with our messaging regarding not to delay speaking with your provider. (Your diabetes is not going to go away just because COVID is around.) We are implementing a weekly update for the public to inform them about our current openings. There are always gaps that could be filled and that is how we can drive those last-minute individuals to pop in to either establish care, bump up an appointment, or get people seen for what they have been putting off.

She has been assisting with sports physicals as well as Tele ED advertising. New brochures have been created for the Visiting providers. She has also made a new brochure that has been dispersed throughout the county that include our hours of operation and what services we do offer.

Emily said that we have been busy overall with meetings. Daily staff meetings, once weekly county ICS, every other week for our internal ICS and Public Health, and a weekly public address via Facebook for our Covid Response Group. She has also been coordinating for volunteers for any events going on for example winter carnival. There was a substantial decline in social media and website traffic compared to last month 700 people for the website and 1000 for social media. Promotions for January were geared toward healthy resolutions, February's Promo was the Free EKG clinic and March will focus on National Nutrition month.

Mike asked as far as the open positions how do we reach out to let people know.

Emily stated Pinedale Online is an excellent source. Facebook works great as well as word of mouth. We don't usually advertise outside of county because we have always had capable skills in county. If we end up not receiving the response we would like, then we expand to surrounding areas like Sweetwater county.

Committee Reports

Building Committee – Mike met with architects regarding the Marbleton ER. Davis Architects came up with a solution to the requirements of having a separate waiting room and reception area. They will take the existing waiting room and on the south end of the waiting room, it is possible to partition it off to be reserved for ER patients and visitors. Then we have two windows in the reception area, one designated for ER and other for clinic operations. Minimal change at a minimal expense. We need to update the firewall as well to update the whole system. There is no specific timeframe that Mike can confirm for this project to be complete. Licensing will be up to the hospital district to eliminate any transfers. He said our biggest issue is to get construction done to where all it would take from that point is an inspection and approval by the state.

Compensation Committee/Marti Seipp – Marti stated that there are no changes and the RHCD is funded well enough that we don't have to worry about meeting our payrolls for the remainder of time that the health care district is active.

Joint Planning Committee Update/Mike Pompy – We had a meeting this evening, the JPC is looking at the MOU and how we will progress with that. Due to an oversight, they didn't participate in the management presentations. They will get recordings of those sessions and be able to review them. We will have another meeting with them and proceed from there.

New Business

Review Budget Amendment:

Dave state that we have 3 line items that we know we are going to be over. We are trying to stay ahead of the game, and make adjustments now.

Michelle requested approval for a transfer from Wyostar for the amount of \$400,000. \$200,000 will be allocated to health care claims, \$150,000 will be allocated to medical supplies and \$50,000 to wages. She has a budget resolution to sign as well.

Sam made the motion to approve the amendment of the budget and transfer \$400,000 from the WyoStar account to the 1st bank account. Marti seconded the motion. All four board members in attendance were in favor.

March Meeting Date:

Pinedale's Spring break will be the third week in March and 2 members will not be available. Mike suggested that we postpone to the 24th of March. Marti made the motion to move the next board meeting from March 17th to March 24th. Lynn seconded the motion, unanimous approval.

Public Comments: None

Old Business

Approve meeting minutes for January 20th - Sam made a motion to approve the meeting minutes for January 20th, Lynn seconded the motion, unanimous approval.

Routine Business

Approval of Payroll and Bills – Lynn made a motion to approve payroll and bills in the amount of \$982,371.79. Marti Seconded the motion, unanimous approval.

Adjournment: Sam made a motion to adjourn at 5:42 pm, Marti seconded the motion, unanimous approval.

Minutes taken by Emily Ray

Mike Pompy, Chairman

Dave Doorn, Administrative Director