



Sublette County Hospital District Board Meeting Minutes
April 10, 2024 at 4:00 p.m.
By Zoom Only

The Sublette County Hospital District Board of Trustees met in a Special Board Meeting by Zoom on April 10, 2024 at 4:00 p.m. with Tonia Hoffman, Ashli Tatro and Jamison Ziegler present by Zoom. Also present by Zoom were Nathan Pitman, Travis (Adams), Lindsey Bond, Valerie (Adams), Michelle Stauthamer, Shawn Leisure, Dawn Walker, Lena Moeller and JD Dreyer.

At 4:03 p.m., the meeting was Called to Order by Chair Hoffman.

Set Agenda

Ashli Tatro moved to set the agenda. Jamison Ziegler seconded. All in favor and motion carried.

Standing Business - Project Update

Nathan from Layton reported that they are pouring the last remaining area of concrete which is in area E for the long-term care. There were 90 yards of concrete poured today in the west wing of the long-term care patient rooms. Tomorrow, they will pour about 100 yards of concrete at the east wings of the patient rooms and long-term care. On Friday, the plan is to pour the remainder of about 120 yards in the area between D and E.

Framing has continued over into area E. Exterior framing, and sheeting was started on the west wing and will continue right around to the east side. Exterior framing for area E should be complete by the end of next week or beginning of the following week. A good portion of areas A and B interior framing has started.

All vapor barriers are on the roof in all sections. The roof membrane is tied into the critical access hospital side and they will be jumping over to the long-term care side of things next week with the roofing as soon as the concrete crew is finished.

Fireproofing in areas A, B, & C is about 80% complete. Fireproofing inspectors were on site today to look at what has been completed. Work will begin on priority wall top out and mechanical duct work next week. Starting to pick up some ground in areas D & E and close the gap between the two areas. Within the next few weeks, the sub-contractors should just be able to roll from areas A through E consistently with their scope of work. There is a significant amount of site work planned over the next few weeks with some of the remaining storm basins to be dug in and grading will start for the asphalt parking lots and sidewalks.

Valerie from Adams gave an update with regards to owner's rep services. Travis is working on budget and they have started tackling the medical equipment side of the budget. There will be some vendor meetings next week that they will be attending. They are working on trying to get a grasp on what items have long lead times. Adams is working with Layton to understand their immediate needs. They have established how they will process POs for medical equipment. Travis reported that he has been compiling the history of everything into the system. He has about 117 invoices entered and Pay Apps 1, 3, 4, 5, and 6 are in the system and reconciled. Pay App #2 is the pre-construction Pay App and it's the last hurdle to get that one plugged into the system. Travis will start putting some sample reports of what Adams would like to try and present each month to USDA so they can get approval.

Standing Business – Change Orders

Jamison and Tonia met with Nathan and Shawn from Layton and Aaron from the Adams team to go through the budget and a list of upcoming potentials. PR 1.1 is back from the subs and they have a firm price now and it could be ready to be submitted by end of next week. Nathan reported that there are a lot of change orders that are at different stages in the game with the USDA and when some of those are approved, they should move forward with the change orders that are waiting to be submitted. Change Orders #11 and #12 should be approved soon and then hopefully CO #13 so we can move through 14-20 in the next couple weeks. Tonia is waiting to hear back from the USDA on the winter conditions change order and will be setting up a time to meet next week.

Standing Business - Owner's Purchased Equipment

JD gave an update on signage budget. The group reported that they believe they can hit that budget of \$250,000. JD released them to proceed today with getting the package updated. Chair Hoffman reminded JD that signage placement and renderings will need to come to the board for approval at some point.

Furniture package is still not complete and they are working on getting an inventory from Lindsey of items that will be moved/reused from the existing clinic space to help keep costs within the furniture budget.

Davis Partnerships landscape architect is also working on a new design for the courtyard to make it less expensive but not removing things that are important to that area. As soon as the revised design is received, the Building Committee will meet to go over new plan.

Valerie from Adams reported that they had a lift meeting today and nothing unexpected came up. There are a lot of moving parts and Adams is trying to keep everyone moving.

Standing Business - Pay Applications

No Pay Apps to be approved as of now. Chair Hoffman expects to have the February Pay App ready for board approval soon. Dan is reviewing the numbers and invoices now.

Standing Business - Draw Schedule/Appendix D

ARPA Grant Pay App #2 has been modified and sent to Kari. Nathan is currently working on ARPA Pay App #3 and should have it ready for next week's board meeting.

Standing Business – Review of Any Current Invoices

None

Old Business – Century Link Discussion

This situation is still being worked on and there is no need for any board action as of now. Century Link walked the site with Layton and determined what lines need to be moved. Century Link has provided a revised drawing and there is a commitment from them that they would be out next week to move the lines.

Old Business – Management Company Proposals

Lindsey and Tonia met with the USDA last week with regard to the management proposals and how we can move forward. There was some constructive information given from the USDA with regards to the earlier choices. Board and team needs to decide what they want to move forward. Tonia and Lindsey were able to share their concerns about some of the bigger corporate groups that came and interviewed and presented and they felt like the USDA understood their concerns.

Lindsey while in Chicago, was able to meet with Dr. Gibson from Avocet and discuss their company and offerings further. She discussed with him that if the board chose his company what the first 90 days would look like all the way up to the next five years. Dawn had concern with Avocet as they do not have any experience with post-acute care.

Discussion was had whether the Board should decide to open back up the RFP for Management Services or decide to go with either of the two that the USDA may approve. Group felt like it was best to wait for the entire board to be present in next weeks meeting and would table the discussion until more research could be done and a full Board would be present.

Ashli Tatro moved that the Board table the item of how to proceed with the management company until the next meeting on Wednesday, on April 17th. Jamison Ziegler seconded. All were in favor and motion carried.

The USDA recommended that the Board talk to Brock at the NRHA to discuss with him the management companies that presented and get his thoughts or experiences he has had with any of the companies. Tonia will try to set up a meeting this week for Lindsey and her to discuss options with Brock.

Public Comments

None

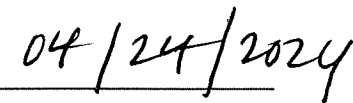
Adjournment

Ashli Tatro motioned to adjourn the meeting. Jamison Zeigler seconded. All in favor and motion carried. Meeting adjourned at 4:48 p.m.

Minutes taken by Jann Maxfield, Executive Assistant



Tonia Hoffman, Board Chair



Date