

Sublette County Rural Health Care District
Board of Trustees
Regular Meeting
April 18, 2018

Venue: Big Piney Town Hall, Big Piney, WY

Trustees Present:

Scott Scherbel Chairman
Laura Clark, Vice-Chairman
John Godfrey, Secretary/Treasurer
Wendy Boman, Trustee
Chuck Bacheller, Trustee

Call to Order

Mr. Scherbel called the meeting to order at 6:00 pm.

Set Agenda

Ms. Clark asked to add Employee Raise or Bonus to the agenda under New Business. She made the motion to approve the agenda as amended; seconded by Ms. Boman. Motion carried unanimously.

Routine Business

Finance Report/Lorraine Gatzke: Ms. Gatzke stated that the regular checking account balance is at approximately \$2.6 million. Operating revenues are at 70% of the budgeted amounts. Operating expenses and non-operating revenues are each at 57% of the budgeted amounts. For the month of March 2018, percentages of budgeted amounts should be at 75%. The second mill level will be deposited in May. She asked the board who will be attending the WHA Board Education. No one other than Mr. Scherbel indicated that they could attend. Marbleton/Big Piney Clinic patient visits and EMS runs were up slightly in March. Pinedale Clinic's patient visits as well as lab and radiology tests increased significantly. There were 12 potential CAH patients seen in the two emergency rooms. The Wyoming Retirement System has announced that there will be a .25% rate increase for both the employee and the employer side in each of the next four years. The budget committee is scheduled to meet on Thursday and Friday of this week. Ms. Gatzke told the board that based on the information provided by the Sublette County Assessor's office, she has increased the mill levy by 19% in the 2019 budget. Oil production estimates for the 2018 tax year are expected to rise 14% and gas production estimates are expected to rise 25%.

Operations Report/Amanda Key: Ms. Key explained to the board that Vicky Marshall participated in the Region 4 Health Care Coalition call regarding upcoming regional exercises and table top discussions that will occur in May of 2018. Dr. Kappenman, Sharon Rutsch, and Kayla Bowers attending the 6th Annual Regional Affiliate Symposium at the University of Utah. Ms. Key attended the Regional Consortium in Star Valley on April 16th. Dr. Dorrity attended a Mayo Clinic Family Practice and Internal Medicine Review conference in March and will be going to a Difficult Airway class in April of this year. As a result of the national article provided by Sharon Rutsch regarding the use of the Axcel chemistry analyzer, Alpha Wasserman has donated the use of a brand new chemistry analyzer to

the Sublette County Rural Health Care District. Ryan Grove, a physician assistant student with the University of Washington Medex program will be training in the District for the next four months. Free sports physical dates have been set for the summer. All physicals will be done at the high schools this year. May 21st and July 25th are the dates set for the Big Piney High School and June 27th and Aug 9th are the dates set for the Pinedale High School. The Summer Expo is scheduled for May 9th at the PAC in Pinedale. Dr. Dorrity and Brian Barton will be on hand to promote District services available at the expo. Vicky Marshall is working with both school districts to introduce the "Stop the Bleed" campaign. She will be teaching tourniquet application and wound care. The "Medical Minute" collaborative radio campaign will be running on KPIN for the next 4 months. District website sessions jumped 121% in March. Newsletter subscriptions are up 4% and there has been a 2% increase in Facebook followers.

EMS Report/Bill Kluck: Mr. Kluck reported that the rescue task force is now moving forward. He has contacted the Healthcare Coalition to see if there is any funding available to pay for the \$800-\$1000 each Kevlar vests. Fourteen of the current EMTs have volunteered for this training. Only ten EMTs will train. He has reminded the EMTs that wearing reflective gear is a requirement when on any highway. Sublette County has made the decision not to go with WyoLink for radio services due to the cost. The BCC have instead signed a contract with Harris Communication Group for a system similar to WyoLink. The new digital system will include five towers and repeaters. Sublette County will include the EMS service frequencies in their repeaters at no cost to the District. Mr. Kluck informed the board that two base stations and four radios will need to be purchased. The cost is still unknown but a 40% discount under Sublette County may be possible. The system is scheduled to go live in January of 2019.

RHF Report/Maxine Leckie: Ms. Leckie reported that the Foundation annual meeting is scheduled at the Marbleton Senior Center on Monday, April 23rd at 6:00. There will also be a discussion regarding how to approach potential donors.

Collaboration Committee Report/Laura Clark & Scott Scherbel: A collaborative phone call with St. Johns management team was held on April 17th to discuss sizing the critical access hospital project. The St. Johns team gave some valuable input on what could still be cut. Mr. Godfrey asked to be included on this committee in the future. Ms. Boman asked whether or not the phone collaboration meeting was in violation of the open meetings law. Mr. Mason stated that as long as no board action or decisions were made, it would not be in violation. Ms. Holly Dabb, editor for the Pinedale Roundup, explained to the board that if the majority of the board members were in attendance for this phone meeting, it would be considered a public meeting. Discussion followed as to whether or not a workshop such as this would fall under the public meeting rules.

Critical Access Hospital/Scott Scherbel: Mr. Scherbel explained that the USDA required the SCRHCD board attend the Sublette County Commissioners meeting and request that they either donate or sell the property in which the current Pinedale Clinic sits upon. Ms. Scherbel did attend the meeting and was told that Sublette County would not donate the property but will consider the sale of the property after an appraisal has been completed. The SCRHCD would need to make an offer for their consideration. The USDA required that the board to also approach the Town of Pinedale to ask the same of them in regard to the ballfields located adjacent to the current Pinedale Clinic. The next Pinedale Town meeting is scheduled for April 23rd at 6:00 pm. Ms. Boman stated that she had spoken with Matt Murdock, Pinedale Town Council Member, and he was very much in favor of moving the ballfields. Ms. Scherbel reiterated that Lorraine Werner, of the USDA, is fully committed to getting a CAH in Sublette County. Janice Pond, Senior USDA Underwriter, also stated that the USDA office is

committed to getting the District a CAH. The board is still working to reduce the footprint of the hospital. Mr. Bacheller asked if it would be possible to decrease the footprint enough to get to the \$20 million mark that Lorraine Werner stated was her goal. Mr. Scherbel stated that all requests Lorraine Werner has made are being addressed including "value engineering". There has yet been no final number.

Management Options Planning/Laura Clark: Ms. Clark told the board that she has spoken with Quorum Health out of Brentwood, Tennessee in regard to CAH management. A visit was scheduled for last week but cancelled due to the USDA meeting on the 11th of April. A company called Great Plains Health Alliance has also contacted Ms. Clark regarding a management contract.

Alternative View to Management Options/John Godfrey: Mr. Godfrey expressed concern regarding a management company such as Cypress contracting an administrator for the District. He would rather the District recruit its own employee. The new administrator could then determine whether or not they wished to use any services from a management company. A job description should be developed by the board prior to recruitment. Discussion was held. Ms. Clark reminded the board that the USDA suggested looking at a management company.

New Business:

Lease Renewal with County/Scott Scherbel: The board requested Mr. Doug Mason, SCRHCD attorney, to work with the Sublette County attorney's office on a new two year lease. Mr. Mason asked about the still lingering maintenance issues. Mr. Scherbel assured him that he and Ted Roberts, Maintenance Director, has reviewed all issues and will take care of as many as possible in-house.

Cost Proposal for Analysis of Existing Clinic Site/Scott Scherbel: Mr. Scherbel reminded the board that a good flow and hospital design is required for the existing site. A \$16,540 cost proposal from the design team has been submitted to determine the efficiencies on this site within a design. Mr. Scherbel asked the board for the authority to sign the contract with Sletten Construction if the Town of Pinedale gives a yes answer at their next town council meeting. Mr. Godfrey asked if the environmental issues of the ballfields are included in the design cost proposal. Discussion followed. Mr. Godfrey made a motion to allow Mr. Scherbel to sign the contract with Sletten Construction for \$16,540 and include up to an additional \$10,000 for an environmental engineering study of the ballfields provided, and not until, the BCC and the SCRHCD come to terms on the sale of the property on the current Pinedale Clinic site and the SCRHCD has received the deed to the ballfields. Mr. Bacheller seconded the motion. Mr. Scherbel reminded the board of the timing; he would want to know if the site is buildable sooner rather than later. Mr. Bacheller suggested a special meeting if the board needed to amend this motion. All members voted aye.

Employee Raises or Bonuses Approval/Laura Clark: Ms. Clark explained to the board that this year's actuals are projected to come in \$600,000 under budget. The staff has done a remarkable job and deserve a reward. They have compromised so much over time. She feels a 5% raise or a 5% bonus to all non-contracted employees is appropriate. Discussion followed. Ms. Gatzke was asked to figure the cost of a 5% and a 3% raise and provide those numbers to the board. Mr. Godfrey asked that this topic be brought back to the May regular board meeting.

Public Comments:

Louann Heydt stated that she had attended the last Board of County Commissioners meeting. The

BCC said they would get an appraisal first, share that information, then entertain an offer from the District. She asked the board if anyone had received the grant information that Lorraine Werner of the USDA said she would share.

Maxine Leckie stated that Albert Sommers has volunteered to act as mediator between the SCRHCD and the BCC. No one has contacted him. Mr. Godfrey stated that Ms. Werner has taken that option out of the District's hands by requiring the board to ask the BCC and the Town of Pinedale for land donation or purchase.

Louann Heydt asked Mr. Godfrey what was in the folders that he had presented to the BCC at their last meeting. Mr. Godfrey told her that the binder included the feasibility study, PAR, and the District's annual report. He had planned to present them at the retreat, but the retreat was cancelled.

Old Business:

Approval of Minutes-Regular Meeting, March 21, 2018: Ms. Boman made a motion to approve the minutes of the regular meeting held on March 21, 2018. Ms. Clark seconded the motion. Motion carried unanimously.

Routine Business:

Approval of Payroll and Bills: Mr. Godfrey made a motion to approve the payroll and bills included on the check register in the amount of \$591,929.94; seconded by Mr. Bacheller. Motion carried unanimously.

Executive Session: Mr. Godfrey made a motion to go into executive session at 7:50 pm to discuss personnel and legal issues after a ten minute break. Ms. Clark seconded the motion. Motion carried unanimously. The board came out of executive session at 8:21 pm. No decisions or motions were made in executive session.


Adjournment:

Ms. Clark motioned to adjourn at 8:22 pm; seconded by Mr. Bacheller. Motion carried unanimously.

Minutes taken by Lorraine Gatzke, Finance Director



Scott Scherbel, Board Chairman



Lorraine Gatzke, Finance Director