

Sublette County Hospital District
Regular Board of Trustees Meeting
April 21, 2021

Venue: Marbleton Town Hall, Marbleton WY

Trustees Present:

Tonia Hoffman
Kenda Tanner
Wendy Boman
Jamison Zeigler

Executive Session: Legal and Personnel

Committee Reports:

Finance Committee

Building Committee

Merge Committee

New Business

- Status of Management Contract negotiations with SVH
- Appointment of CEO/COO-Interim Leadership
- Discussion of Merge/Timeline SCRHCD
- Discussion of Construction Timeline-tentative
- Board Vacancy/ Adopt Policy and Procedure for filling seat
- Special Meeting date to interview and appoint
- Discussion of Surgical Suites Addition-Funding and Services

Old Business

- Approval of meeting minutes February and March meetings
- Updates Eide Bailey Report-Dave Doorn

Public Comment

Adjournment

Tonia called the meeting to order at 7:00 pm

Executive Session: Legal and Personnel (Minutes taken by Kenda Tanner)

Committee Reports:

Finance Committee: Kenda stated that First bank is awaiting the management agreement paperwork before they are rewarded a line of credit.

Building Committee: Responses to our Request for Qualifications had 6 very qualified construction firms that responded. The list was narrowed down to 4 individuals. RFP's are due back May 3rd, and the architects will be interviewing the week of the 10th, an announcement will be made on May 17th. Estimated costs for the project will be provided at this time. After the CMc is chosen, they will start assisting with the pre-construction paperwork, once that is approved then that starts the bidding process.

Merge Committee: The hospital district will be meeting with the Sublette Center staff next week to be available to answer any questions they might have. The board is working hard on the overall unification of the entities.

New Business

- Status of Management Contract negotiations with SVH:
We just tonight received a draft management agreement from Star Valley Health which has been given to Abbi, the lawyer.
- Appointment of CEO/COO-Interim Leadership:
Revisit at a later date
- Discussion of Merge/Timeline SCRHCD:
Dave stated that we are getting really close to sending the application. The management contract needs to be completed, the Eide baily report should be done next week and we will meet requirements. Rachel is working hard on the irrigation contract, and we might possibly need articles of incorporation which still needs to be discussed.
- Board Vacancy/ Adopt Policy and Procedure for filling seat
We have been a policy provided by our lawyer which includes a 30-day advertisement, it is pretty standard as far as board vacancies go. Jamison made a motion to adopt the policy and procedure for filling vacant board seats, Kenda Seconded the motion, unanimous approval.
- Special Meeting date to interview and appoint
Postponed for a later date
- Business agreement and confidentiality agreement –
Documents needed to be signed and the attorney has approved. Wendy made a motion to accept both of those agreements, Kenda seconded the motion, unanimous approval
- Some employees need to start transitioning retirement and investment accounts, a motion was made by Jamison to allow :

Online and phone access is allowed for:

- David Doorn, Health Care Administrator
- Kelli Lovell, Business Office Manager
- Michelle Stauthamer, Staff Accountant
- Brittany White, Administrative Assistant

To the following accounts:

- 1st Bank, All checking, credit & loan accounts
- Wyostar, All investment accounts
- Geneos, All investment accounts

*Wendy seconded the motion, unanimous approval.

- Discussion of Surgical Suites Addition-Funding and Services
Historically it has been put on the back burner but Tonia felt that the board needs to have some serious conversations about shelling out the surgical suites or do we attack it head on knowing it will bring increased revenues right off the bat. It was recommended that a base cost would be coordinated with the expansion on the surgical suites to allow for a decision and possibly fundraising to be completed.

Old Business

- Approval of meeting minutes February and March regular meetings
Jamison made a motion to accept the minutes for both Feb 17th and March 17th, Wendy Seconded the motion, unanimous approval.
- Authority to sign service contracts
Wendy made a motion to give Dave authority to sign service contracts, Kenda seconded the motion, unanimous approval

Public Comment

Diana Watkins asked if the vacant board seat interviews would be public and if questions would be provided ahead of time. Tonia stated she is unsure about the public portion of the interviews but questions would be provided ahead of time.

Kari inquired about the Construction Timeline – Jamison stated August was our goal and take it as it comes, see how it goes.

Adjournment: Kenda made a motion to adjourn at 8:10 pm, Jamison seconded the motion, unanimous approval.

Tonia Hoffman – Board Chair

Date