

Sublette County Rural Health Care District
Board of Trustees
Regular Meeting
May 20, 2019

Venue: Commissioner's Room, Pinedale, 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:

Executive Session: 5PM

-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
 - CAH Committee (Bill Johnson/Mike Pompy)
 - Ball Field Purchase
 - Building Committee (Mike Pompy)
 - Compensation Committee (Marty Seipp)

New Business

SCRHCD Employee Education Policies

Public Comments

Old Business- Approval of Minutes - February 19th

March 18th

April 15th

Routine Business

-Approval of Payroll and Bills

Executive Session: [Minutes taken by Tonia Hoffman]

Routine Business:

Administrative and Finance Report / Dave Doorn

Vicky's report – Recertifications have started again, 5 people are now re-certified in ACLS, PALS and BLS certifications are scheduled for the end of this month. There were issues scheduling these classes because anything that was out of the county had cancelled.

Dave spoke with Albert Sommers this afternoon; he wants us to send a letter to the governor but with more information. The guidelines have been set for the monies that are going to be released by the state with the CARES act. There are no deadlines set yet but we need to get those letters in. We need to thank Albert because the CARES act now has language that allows for new construction.

He also wanted to talk about the ball fields. We did go ahead and pay the \$2.7 million for the town. We have not received the \$1.35 million yet but that is all in the process. He did speak with Matt Murdock and he asked if the town was planning on maintaining the fields and they are committed to taking care of the fields until the end of July. We also have requests from the south end of the county for dugouts, lights, sod, whatever the town doesn't use for the current project

Mike Pompey asked if they have heard anything about the change order (that might possibly save \$500,000) was discussed and no one had heard anything about that.

The budget schedule preliminary is due at the end of this month, and the final is due at the end of July. We have covered a lot of ground already, but we are working on a few things.

Wendy wanted to set up another meeting and it was set for the end of May, a meeting time and date were set.

Dave went on to say the IC Command for the county was wrapping up, we have done 88 tests in the clinic, 6 pending right now and we still only have the 1 positive. The other change in the testing is that we are starting to test people that have operations/procedures that are planned and we are testing them before they go over. We have a pretty good supply of test kits right now so we have some plans to test clinic personnel and Sublette Center Personnel, which is in the preliminary stages

He has also been talking to Union Cellular, their time frame has moved up to get fiber down in Marbleton. In order for this to work we have to have fiber in both locations and at the end of the summer they plan on being in Pinedale. Brett is working on getting quotes and we are hoping that we can get our data costs down the first numbers look good. The biggest issue is that our speed is going to go way up and that is going to really help as well.

We did receive the PPP loan for \$950,000. It will be shown on the financial statement as a loan. Once we get past 8 weeks, it is possible to apply for forgiveness and he knows that we are going to meet the qualifications and we will apply and that loan will go away and turn into an asset instead of a liability. Basically, we have to prove that the money that we received is spent on payroll and benefits.

He brought up Labarge, they are going to have an increase in employees down there because of their Pipeline project. They would like to have an urgent care clinic in Labarge. He let them know that we are interested in it but he feels like we need to address it. It would be a great service and with the addition of Jon Said and Cori we have the people that could cover that. He didn't have details but we

are working on it. Labarge views us as a more reasonable resource for them compared to other places in Lincoln County.

Bill Kluck mentioned that they have one possibly operational ambulance but they don't have a crew for it.

Mike Pompy asked if we provide the crew.

Bill said yes, we cover 100 square miles of Labarge.

Dave said that we have an agreement with the hospital in Kemmerer to cover Labarge with our EMS services. We just use the crew out of Marbleton and don't station people down there, we have done that for several years.

Dave went onto say the clinics are also starting to pick up, our volume and stats are down but by the time June comes around they will be picking up. He thinks it's mostly that a lot of people didn't want to bother us, and they were reluctant to come in. It happened to all healthcare providers, not just us. Our visiting providers are coming back as of the 15th of May as well.

Wendy asked if we knew anything about Fremont County – They are around 200 positive cases. Is it confined to one area, widespread etc.?

Sharon stated that a lot of it is on the reservation but once they started doing the antibody testing, they noticed that a lot of people in Lander had it but did not go in to get testing done.

Dave moved onto the financials. He said that there is a lot going on which is why Michelle was asked to be here, it looks like a normal month until you get down to capital. We did book the ballfields in April so you will see that extra \$2.79 million. without that being taken out it is a pretty standard month. The balance sheet side, there are big changes but that has to do with the PPE loan and the Ball Fields. Michelle pointed out that we received a provider relief fund in April which was \$42,000 other than our PPE loan.

Dave said the only other funding that they are expecting to receive is from the Wyoming Healthcare Coalition. Going onto the stats, obviously business is down, overall Marbleton was down 40% Pinedale 26%. We were up on our tele visit sites. Patty Ellis our LPN has been calling our "at risk" population just to check in and we have been getting a lot of good response. EMS was down a little bit but not substantially. We still had 7 flights in April. Lab was down a little but not much either. Some areas were hit harder than others.

Bill asked about adjustments and bad debt

Dave If you look at the lab revenues, for whatever reasons our revenues have been up and our bad debt has been up at the same time so it is a wash.

Sharon noted that revenue is up as well and bad debt is insurance adjustments as well. If you charge \$100 for a procedure, the insurance says that we allow \$80 we automatically write off the \$20. WE write that amount off any way because the insurance is not going to pay 100% of what we are charging.

Dave said that we are only \$10,000 off budget if you put everything together with the revenues and bad

debts/adjustments. Our expenses are on average below budget but now on the capital line we are above budget.

Wendy mentioned that our expenses are actually looking pretty decent.

Sharon mentioned that it is excellent that we are doing so well taking into consideration the amount of PPE that we have had to purchase.

Dave agreed, he said one thing we will spend money on this summer is that we are going to work hard building a nice stockpile of PPE it is still hard to get our hands on certain items. Lab found a sterilization box which n95s can be sterilized ourselves and we can get 4 uses out of them instead of one use. \$2,000/machine and they have purchased two, one for each location. We can easily save money by reusing those masks again.

Wendy asked how we are looking at for IV fluids.

Bill said we are good; we are getting them all right now. Medications are easy to get as well. The only thing we have problems with are gowns masks and gloves (Gloves are starting to get there but we can still get them.)

Tonia stated that she loves the Labarge idea and she thinks that it is a great opportunity.

Dave said they have a plan and space and we just have to figure out provider visits and billing.

Wendy asked where all of the construction was going to take place.

Dave said that it had to do with the Shoe Creek or Bird Canyon area but he doesn't know the details of the project. But the company was Exxon.

Dave stated that we received news last week from Lorraine Werner and she stated that the USDA changed their position on our loan application. Basically, we assumed that we could go ahead and apply and when the vote happened, they could change the name on the application and now they decided that they have to wait until after the vote happens. The reason behind that is that the \$20 million dollars that would go toward the project from the commissioners is contingent on the hospital district being passed. That is the new change that came up last week. He thinks we need to set up a meeting with Lorraine and look at our option.

Wendy thought that the commissioners committed the 20 million with no strings

Dave said that Dr. Burnette and Tom Noble and they confirmed that it was contingent on the Hospital District vote. We can go down the avenue to see if they would be willing it change their motion.

Mike Pompey wanted to know what would happen to the commissioner's stance about the 20 million if the Hospital district does not pass.

Dave thought that it was worth mentioning that we have a signed MOU with the Sublette Center and he wanted to publicly thank the Sublette Center for everything. This was a long tough process, and we made it but now we just have to talk about the planning committee.

Bill says that he feels like we are in the same rut again. We are so close and then all of a sudden it falls apart.

Mike says his concern is by delaying it, it puts us into next year. Albert is trying to get the stimulus money for us. If we wait till December before we say okay, we are ready to go the money is all going to be gone and we are going to lose that too. From what he has seen already the stimulus money disappears really fast.

Bill asked if JD Dreyer was on the same phone call.

Dave said yes and stated that we have spent extra money to try to get ready to get the project going by the end of the summer, he has asked him to stop everything except to finish up the PAR our footprints down and now all it is, is the exception of changing square footage and reviewing the Marbleton clinic. He wants to wait until we find out what the answer is. He doesn't know the total amount that we owe them off of the top of his head.

Wendy asked where we were at for RFP's for local hospitals.

Dave had email discussions with Dr. Duprey and Jeff Solis last week and they are both ready to go once we get our RFP to them. He thinks it needs to be done prior to the vote, we just have to ask for it. That will be part of the Joint Planning Committee. We will get them together as soon as possible but that has got to be part of the process.

Tonia thinks that it is a small set back, not a fatal blow. We have a lot to do still.

Mike stated that he is upset and we have met every request she has ever made. By delaying this we lose the possibility of this stimulus money, there is going to be a whole line of people.

Dave said that the state money and USDA money are two separate things. If we can get our hands on the state money our USDA problems go away. Hopefully we will know shortly on the state money. We don't know how much the state money will be and he doesn't know how fast those decisions will be made either.

Bill said he is just heart sick over it. It came out of nowhere. He mentioned how critical this national situation is. We may not be able to pull this together in the future, inflation, costs of building material has increase and we need to get going on this. It won't be 23 million after November. Bill said that he thinks we need to do some letter writing as well.

Dave and Wendy agreed that we need to get aggressive about it. Lorraine mentioned that they would love some letters put in from the towns, from the commissioners etc.

It was decided that they will set up a meeting with Lorraine and see what we can do in the meantime.

EMS Report / Bill Kluck

We are starting to pick up and see the traffic and everything. Our training has started again and we are playing catch up. VFIS – new thing on training. We have had some concern about driving and our insurance and looking at it our insurance went up this year. He found an emergency vehicle operations

class so we can get everybody through that and it is registered under VFIS, it will keep our insurance from going up.

Wendy asked if we did physical classes before

Bill said we did but it isn't through the insurance company. This is an actual online class through the insurance company.

Safety – traffic is picking up, wear your vests if you are out on those roads

EMS is still sticking to CDC guidelines he had some talks about loosening up but our neighbors are still skyrocketing. He has been trying to stockpile PPE.

Events – they did a few of those birthday drive-bys, they were fun and we stopped and got out and sang happy birthday over the PA. Thank you Travis from the Sherriff's Office, he did a great job at that. Blood drive coming up May 27th 35 people signed up so far out of 50. This has been approved by Dr. Fitzsimmons and the state and there is a national shortage of blood. Masks will be worn by all parties as well. We do not have a date in Marbleton but they have a shortage of personnel, but we offered the EMS barn and staff to help.

256 the one that had the new motor put in, the new motor just blew. Good news, we don't have to mess with it. It is all under warranty. Not even 5,000 miles on it. Yeti did a very good job. The motor company wanted them to tear it down so they can send them the parts, Chad stood up to them and said that this is an ambulance, we need a new motor. The new motor came in Friday so we are going to start from scratch again.

Last but not least, the new ambulance vs remount. We had some discussion about \$150,000 for a remount for a new one. He has been round and round and have contacted a few thousand people in this state but he found out that he can get a new ambulance – DEMERS ambulance made in Montreal. Ken Garff out of Salt Lake sells them and the quote that he got for a brand-new ambulance is \$148,920.00. He got some remounts that cam in \$149,900 others \$151,057. So, he feels that the new ambulance is the best option. The DEMERS will come on a 2020 dodge chase with a liquid spring, everything is new with the graphic package we currently have included in this price. The only thing that he is missing is the powerlift system. we have a cot just not a power lift in that. We have put to the Green River Valley for a grant of \$24,000 to complete that system. We could have that system shipped to Montreal and put into the new ambulance for free. That price is not with the trade in. He talked to the rep from Ken Garff, they do take trade ins, he would like to trade in the 2001 ford 350 with 171,000 miles on it. Obviously, it is worth very little. Wes at Ken Garff would agree to come and look at it next week and give us a value on what that trade in is. He is estimating \$2,000 at the most, with that we would take that trade in off the price of the vehicle and we can order it as soon as next week. It takes approximately 6 months to build this ambulance. He called Cody and they run these types of ambulances religiously.

Bill Johnson asked what kind of engine came with it. He was concerned about a French engine and the availability of parts and service.

Bill Kluck stated that the price can be locked in for the next 3 years as well. We aren't committed to it though. We might not afford it next year but he would like to lock in that price. The representative from ken garff's comment to that was that they would purchase the ambulance as a demo 90 days in

advance. Under the demo law they can only put 3,000 miles on it. The district would then get the demo discount and we could purchase it from them for pretty close to the same price.

Tonia made the motion that we move to allow negotiations for a new ambulance pending further information and to order the ambulance with the Cummins engine. Mike Pompy seconded the motion, unanimous approval.

PR Report/Emily Ray

We are looking at transitioning to more events again. Next month is health month so hopefully we can get St. John's providers participating in lectures again mostly via zoom and she said she will reach out to the libraries to see where they stand on public lectures. Zoom is going to be a great platform for us, and our social media gets a lot of traffic through these types of events as well. Our social media still reaches about 10,500 people we are down about 12% compared to at the height of everything. Instagram, we have about 400/month and we have about 700 people that visit our website a month as well. She has been helping with schedule coordination with Dr. Fitzsimmons and coordinating for students who have been coming to shadow as well. They are worth the investment because we have had 3 providers come back that were previously students. Once we can go back out in the public it is a goal to go to universities community colleges job fairs to reach out to a certain demographic of students that we are currently looking for. We have been working on sports physicals which are coming up soon and protocols procedures for that. We have a mental health promotional scavenger hunt last month to give everyone an opportunity to get out of the house and move around we have a lot of participation with that. We are coordinating with the lab for next month's promotion as well.

Committee Reports

CAH Committee (Bill Johnson / Mike Pompy):

Mike Pompy – he hasn't been participating in all the design meetings that have been ongoing with JD, but the ballfields are purchased and we own it now.

Bill did not have a lot to add. We have already gone through it that there are some issues that we need to address in the letters. He just wants to make sure that we don't have the public back out. We are at a standstill.

Building Committee (Mike Pompy):

Mike has been in contact with Pat Davis at the state about what we want to do. They have a report concerning the earthwork. Pat Davis had a concern that is was his understanding that a study done by Jorgensen that there was no evidence. He sent that file to pat Davis. So, we need to get JD's information on what his investigation says that we need to do.

Compensation Committee (Marti Seipp):

Sharon and Michelle and others have finished up documents that are needed to implement a program for employee education reimbursement. She doesn't think there are any changes needed and she thinks they need to be approved as presented.

Sharon added that with the approval they need to discuss how much will be funded the first year. And then how much we will fund with the next budget as well. She has put into there that they can go 1 year back to cover tuition so they want to make sure that they have enough for a few people. It is also

needed that a board member be elected on the committee to approve the applications. Marti asked if they are going to carry forward any remaining funds or will they be put back in the remaining fund.

It was decided that it will go back into the general fund if anything was left over.

Tonia asked if they start with \$10,000

Michelle would like to look at it annually to see how much we are using to be able to give or take depending on the demand.

Bill said that the allowable amount is \$5,250 is the maximum that you can give an employee. The exclusionary amount, they will have to pay taxes on it as income over that. So, we decided to not give them any more so they don't have to pay taxes on it.

Wendy said that \$10,500 would cover 2 people. There was no further discussion.

Tonia moved to approve the employee education assistance policy with a maximum benefit this budget year of \$10,500 to will be revisited annually.

Marti seconded and unanimous approval

New Business:

Joint Planning Committee

Dave said we need to get going as soon as possible. We have a lot to plan ahead of us with the management contract, the election coming up.

Rachel Weksler said that she spoke with Nick Heely who was asking about the configuration of the board. She recommended a 2 and 2 scenario which would be better. She asked Nick about a single member of the county. She thinks a simple letter would suffice if they would like to invite a county commissioner to be a part of the committee. A 5th member would be helpful with deadlocks and several other benefits like having an input from a 3rd party and them being a part of the process. The understanding between the Sublette Center is that it would be members from the center and members from the district. In terms of honoring the MOU it is possible to decide upon the 5th member at the first committee meeting.

Bill Johnson thinks that the problems began when the county came into the situation and doesn't want to be a part of it.

Tonia and Wendy think that they are an integral part of the project and we need their support.

Mike thought that the commissioners didn't want to get involved. It would be up to the committee to work it out if there was a tied vote. He thinks that we can have a cohesive committee and getting people looking at both sides of the picture. There will be subjects that come up related to the clinics, not the Sublette Center and vice versa. He wants it set up so we can work together and not lay it down to one person to make it move one way or another.

It was decided that Tonia Hoffman and Mike Pompy would be a part of the Joint Planning Committee.

Bill made a motion that Mike and Tonia be on the Joint Planning Committee to represent us. Wendy seconds the motion. Motion carries unanimously.

Emily Ray offered assistance to the committee in any aspect that is needed.

Public Comments:

Bill Kluck clarified that the ambulance has a 6.7 Cummins turbo diesel.

Vicky – Happy EMS week and thank them for such a wonderful job that they are doing.

Old Business:

Minutes approved – all three at once were approved from February 19th, March 17th, and April 15th.

Tonia made a motion to approve all three dates Marti Seconded the motion. Motion carried unanimously.

Routine Business:

Approval of Payroll and Bills

Tonia made the motion to approve the payroll and bills in the amount of \$3,765,065.18. Marti seconded the motion, motion carries unanimously.

Adjournment: 7:00pm

Mike made the motion to adjourn, Tonia seconded the motion, unanimous approval

Minutes taken by Emily Ray

Wendy Boman, Chairman

Dave Doorn, Administrative Director