



## Sublette County Hospital District

Mission: To excel at providing comprehensive health services in Sublette County through efficient, high quality, patient centered care.

Excellence | Compassion | Partnership  
Trustworthiness | Stewardship | Communication

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### Sublette County Hospital District Board Meeting Minutes May 25th at 5:30pm County Commissioners' Room

#### **Board Members in Attendance**

Tonia Hoffman – Board Chair  
Jamison Ziegler – Vice Chair  
Kenda Tanner – Secretary / Treasurer  
Wendy Boman – Trustee  
Dave Bell – Trustee

**5:30pm:** Board Education – Strategic Planning to review the CHNA data.

Three most pressing concerns:

Access to specialists: 55%

Access to primary care: 48%

Mental Health Services: 34%

Mental health in house is something Star Valley Health has in a few locations. It's been very successful. We might look at this in the future. Especially considering the waiting lists at the current mental health providers in Sublette County. It's also helpful for the staff to have in house services, as an employ benefit. Because working in healthcare isn't going to get any less stressful.

Access to care may be the most important initiative of our next strategic plan.

Most pressing need for a health community:

Access to healthcare: 71%

Good jobs and a healthy economy: 48%

Board members raised concerns that the community needs to be able to make an appointment when they want one. There are people that cannot afford care. Also raised the question, do our hours of service match up with the needs of the community? Transportation is another barrier in accessing healthcare, especially in families with one vehicle. We need to consider what we can do to make healthcare more accessible across the board.

What do you rely on to keep you and your family healthy?

Clinic – 66%

Grocery Store – 60%

Parks / Trails / Lakes – 58%

Fitness Club / Rec Center – 45%



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Dave Bell asked, why the grocery store? To be able to feed your family healthy foods and have access to fresh produce. Dave Bell noted that it was interesting that the outdoors was more highly valued than indoor recreation, despite our long cold weather season.

What would improve our community's access to healthcare?

More primary care providers: 54%

More specialists: 54%

Improved Quality of Care: 52% (red flag)

Expanded hours at clinics: 31%

Improving care is a key focus for next year. We need to work on the public's perception of the care we provide. And also work on meeting the standards of care (including wait times). We need promotional material to help people understand what you should expect when you go to the Clinic? And what are the basic standards of care that are generally accepted. If the patient has an expectation that we can't meet, we need to help them understand why their expectation isn't realistic and be able to accurately explain what is the industry standard for things such as how far out is reasonable to schedule an appointment with my PCP. The AIDET customer service skills we have been working on will be critical to improving patient communication and experience.

What are the biggest gaps we have in healthcare?

Availability of services and providers: 62%

Access to Pediatric Care: 58% (this question had Pediatric listed in two answers. If you total them, it comes to 58%).

Dave Doorn added that we are looking at changing our staffing model and getting out of the rut of how we have always done it. We will bring some good solutions next month which might allow us to stagger staff shifts to expand hours that the Clinics are open.

### **Meeting Call to Order 6:00 p.m.**

#### **Pledge of Allegiance**

Abbi Forwood introduced Lena Moeller as a new attorney with a great deal of experience in healthcare and malpractice. They won't double bill us for two lawyers, but are excited to work together to serve us better. They will brief each other, so either person is able to handle our concerns. Tonia welcomed Lena to Sublette County.

**Set Agenda** Dave Bell asked to add an update about the old ballfields that the Hospital District now owns. Dave Doorn said he could cover that in his report. Wendy moved, Kenda seconded to set the agenda. Motion carried unanimously.

#### **Department Reports:**

*Administrator's Report: Dave Doorn/Mike Hunsaker*

*(Nursing, Lab, Radiology, EMS, Public Relations and Grant reports are in Board Docs)*



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EMS: Bill hosted the EMS Directors conference in Pinedale last week. The Directors enjoyed seeing our community and are impressed with what we accomplish. There is a lot of talk across the State about how we could make EMS an essential service. It currently isn't in Wyoming, but it's an important discussion to keep EMS departments stable. Bill is travelling to Evanston tomorrow for a Governor's listening session on EMS.

Lab: The Med Tech students went to Casper College for their finals and had perfect scores. Sharon couldn't be more proud. There is no question that the "Pinedale cohort" (who are Casper College's first trial run of a remote med tech program) are proving that it can be an overwhelming success.

Nursing: Leslie Hagenstein hosted a dinner for all RN's across Sublette County on May 6th. It was unique having our nurses, the Sublette Center nurses, Public Health nurses and the school nurses all together. The hospital district has taken over the DAISY award and Molly Landers was the winner. Dave wanted to congratulate her for her service to her community and her wonderful caring attitude.

Radiology: Ultrasounds are up for a second month in a row. Looking forward to echocardiograms, which will start in July.

Public Relations: Kari has been organizing the DAISY award. She also delivered cinnamon rolls to all Sublette County RN's for Nurses' Week. Finally, she's working on state-wide press for the Med Tech program with Casper College.

Grants: Kari is working on two Nurse education grants for Vicky Marshall and Kristy Bartlett, who are furthering their education.

The ARPA funding coming to Wyoming includes \$5 million for EMS stabilization which will go through the SLIB board. Kari is also following the \$85 million for healthcare infrastructure, of which we will be eligible for \$10 million. The key point to remember, if that the USDA funding is the one-to-one match for that potential \$10 million.

Billing: Charge revenue is up. We are collecting \$50,000 more per month than average. Have distributed \$1600 in financial aid since January, helping families in need. We've also collected \$1400 in donations for the families in need program.

EMS Medical Director: Working on stroke policies. There are new protocols that capture strokes up to 24 hours, while the previous protocols only addressed 4.5 hours from symptoms. Also working on heart attack protocols. Finally, Dr. Wallace is defining the scope of practice for the professionals in our ER department. Working on a credentialing procedures to assure that providers are performing procedures they are trained for.

Dr Burnett Medical Director: Jeremy Price and Lynn Alexander came on Friday to review processes within the clinics. They met with Front Desk, Providers and Nurses. We are looking to be more efficient, to improve wait times and customer service.

There is an ongoing meeting about looking at different staffing models and trying to expand our hours. The goal is to try to get to 12-hour shifts. Dave Bell asked how we make changes to staffing models, which affect so many departments. Dave Doorn said that have many many meetings with the Leadership team and run a bunch of different scenarios to see what would work best for the greatest number of people.

Wendy asked about lengthening the hours in Marbleton. Dave said we are looking at that and talking to Jon Said. It will be tougher because of the number of bodies it takes to expand hours. Mike added that if we can

extend the hours for the walk-ins that can't come between 8am to 5pm, that will help. We're looking at staggering shifts to make longer open hours in both Clinics.

Old Ballfields: We have taken control of the sprinklers and we can mow it. We will turn on the water if we need to. We can maintain it and won't let it turn to dust. Tonia was asked by the Town of Pinedale about moving the fireworks back to the ballfields beside the Clinic, after the School Board declined to have the fireworks on the new ballfields, (which aren't on a hill). The SCHD board agreed with Tonia that unless there is active construction, the Town would be welcome to keep the fireworks next to the Pinedale Clinic in their traditional location.

Rural Health Clinic designation – working on getting bids from Eide Bailly and DZA to run the numbers which will show the economic benefits of getting RHC designations for both the Pinedale and Marbleton Clinics. Dave will report back next month with more information.

Dr. Hastey is in town and will start June 1. All of his credentialing is done and he is ready to go. Jeri Lynn Casagrande from Billings is still very interested in coming, but wants to wait to get a yes from the USDA. Also talking with a Nurse Practitioner who is interested in coming to SCHD. She has experience with pediatrics.

Working to find a space for Sublette Center maintenance team. Jo Crandall has a shop which would work well, and is near the Sublette Center. She is back June 1, and is going to tour it with us, Sublette Center, and Community Theatre (which use the space to construct scenery). If all parties agree it will work, she's willing to rent it to us. It also came up that with Public Health's plans for the Sublette Center annex building, there will no longer be room for Billie Hamby. She is looking at the Summit Building for a space to rent and we've offered to help her move.

A shout out to Myra Peaks who has been working on the Environmental Report of our USDA application. She did a great job putting together this report. She's a specialist in environmental reports and has worked very quickly to get us what we need.

Mike added that Jeremy Price has been helping Dave to know fair-market law and making sure we are making good contracts as new Providers come on board. Paying fair-market is an important consideration, and it's been great to have Jeremy's expertise.

**Executive Session: 6:21pm**

*Personnel and Legal – Jamison motioned and Dave seconded to go into Executive Session. Motion carried unanimously. Came out of Executive Session at 7:47pm.*

**Committee Reports:**

*Finance Committee-Kenda Tanner/Dave Bell – April was a little slower than March. Had an \$85,000 Fire Marshal fee and 3 retirement payments. Spent time on the draft budget for next year. Dave Bell and Dave Doorn made a memorandum on the budget, which is included on Board Docs. Michelle has asked that we approve the budget tonight, as the Draft Budget is due May 31<sup>st</sup> to the State. The final budget will be approved at the June meeting. Tonia asked if the \$85,000 fire marshal fee was normal, and Dave said that it was an expense for the CAH. It's the fee for the Fire Marshall tied to the new facility.*

Dave Bell motioned and Jamison seconded to approve the Resolution of Intent with the draft budget. The motion passed unanimously.

Kenda said that last week we received a substantial tax payment, which caught us up. Moving forward it should be \$700,000 per month in tax revenue. Tonia asked if this will begin monthly now and Dave said it would. We received \$1.5 million in May to catch us up, but it should be steadier going forward now that the system is in place. We made it through the transition period.

We'll have the final estimate from our taxes next year on June 1. The board thanked Michelle for her hard work. The budget is very well thought out and they appreciate her work.

*Building Committee- Jamison Ziegler/Tonia Hoffman* – The only updates are the Environmental ones that Dave will give in the USDA update. Mike added that they are working through a draft of the contract for the Owner's Rep.

*Merger Committee-Merger Status Update -Tonia Hoffman/Kenda Tanner* – Submitted the new logo to the Joint Planning Committee. The Board is impressed. More on that to come.

*Quality Committee-Wendy Boman* – Hope to have the satisfaction surveys up by the end of May. Press Ganey has been sending test files back and forth with U of U. Staff are using comment boxes and it has been a morale booster. We were going to do diabetes chart review this month, but switched to pain management charts. We have assigned Jessica Thornton as the new Pain Coordinator. The lab has been documenting procedure delays, but only found minor items which are easily addressed. Mike has suggested having a competency assessment developed around these findings. DOT physical appointments are filling up so quickly that patients that need DOT physicals sometimes go to Marbleton. We need more DOT certified physicians in Pinedale. And there was a question about new patients and how far out they have to schedule to establish care. Currently, Dr. Demetriou is only taking one new patient per day to leave room in his schedule to accommodate his regular patients. AIDET training continuing and should be done by now.

## **New Business**

- **USDA Application Updates-Dave Doorn** – Finishing the last of the environmental review questions. Kaitlyn at National has everything she needs, so we are at the end of the to-do list again. We went through the air quality report, wet lands report, and all the others. Dave had a phone call with Lorraine today to emphasize that we are racing the deadline on the ARPA funding. Tonia asked if it would be useful to have our state people call again. Dave said that he feels like it's pretty well lined up. Dave wants to thank everyone for the help from all the different directions, Jorgensen on the flood plain study and the County Commissioners. Tonia thanked Dave for all his hard work keeping this moving quickly.
- **Sublette County Health logo** – Dave's son Drew did the logo free of charge. The board thinks he did a great job. Sublette Center had mixed reviews in feeling that it was a little masculine and "done by a hunter". The SCHD thinks it is very professional and very classy. They like the color palette.
- **Non-profit Foundation** – We've been discussing the creation of a non-profit Foundation to support our new Hospital. Dave Bell motioned and Jamison seconded that we create a 501c3 that is a 509a non profit foundation that will be controlled by the Hospital Board. Jamison wanted to add that it's the appropriate time and the right time to synergize our visions. It's time to start fundraising. Motion passed unanimously. Jamison, Tonia and Dave Bell volunteered to be the initial three board members whose names will be listed on the nonprofit application to the IRS.
- **Sublette Center artwork from ARPA grant** – David Klaren and Mae Orm are the artist team selected by the Wyoming Arts Council to create a few pieces for the new facility. Kari will schedule a



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call with them, Dave and Dawn, and the Davis Architect person assigned to artwork and décor. It's great to have this artwork provided at no cost to the District.

- Delegation of Authority – Kenda moved and Dave motioned to table it – pending more discussion.

### Old Business

- Big Piney / Marbleton Clinic updates – no updates.
- RHC designation for the Pinedale Clinic and Marbleton Clinic – We are working through the proposals from Eide Baily and DZA to see who might run the numbers for us.
- Draft Transfer Agreement – Jamison asked that a draft be uploaded to this item in BoardDocs so the board can review it. Dave Doorn said he could do that.
- Owner's Rep – the USDA is requiring that the base price and travel be included in the final price. Karl had thought that he would charge travel as needed, but the USDA wants a firm price. Dave is working on that contract. This will be a joint venture with the County. They are setting up a meeting with the County and Karl. Potentially we could have Clayton read Karl's response to the RFP. We talked about having that reflect the same percentage as the building costs. Dave Bell asked if we worked through the schedule of his visits, and asked that they not all be scheduled so there is a surprise element to when he will be there. Mike said that he would most likely schedule his meetings around the County Commissioner meeting, but he can stay later or come earlier.
- Strategic Planning – moved to Board Education. Mike said we will share a draft with the Board prior to Board meeting, so the board has a chance to digest it. By the end of the next board meeting, the board will have one that they can stand by.
- Approval of meeting minutes April 27, 2022 – Wendy moved and Dave seconded to approve the minutes. Motion passed unanimously.
- Approval of Payroll and Bills – \$893,555.09 Kenda moved and Jamison seconded. Motion carries unanimously.

**Public Comment** – none.

**Adjournment** – 8.22pm. Wendy moved and Kenda seconded. Motion passed unanimously.

Minutes taken by Kari DeWitt

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Tonia Hoffman, Board Chair

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Date

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Dave Doorn, Administrator

\_\_\_\_\_  
Date