

Sublette County Hospital District Board Meeting Minutes  
June 16th – 6 pm  
Marbleton Town Hall  
Marbleton, WY

**Trustees Present:**

Tonia Hoffman – Chair

Jaimson Ziegler – Vice Chair

Kenda Tanner – Treasurer / Secretary

Wendy Boman – Trustee

Dave Bell - Trustee

**Call to Order**

**Set Agenda** – Tonia made changes to the agenda including: Strike Executive Session. Strike the Irrigation Ditch Agreement. Strike the Green River Valley Health Foundation since Sherrie is out of town.

Add Motion of Intent to File a Budget.

Sharon asked the board to assign someone to be on the Compensation Committee. Added to the Agenda.

Jamison motioned to accept the agenda as presented. Wendy Boman seconded. Motion passed Unanimously.

**Committee Reports:**

*Finance Committee* Kenda said that they need to let Kelli know if they want to keep their \$250,000 line of credit. Tonia asked what the balance of \$2500 was and Kelli is thinking it is an origination fee. The board agreed this line of credit is not needed. Tabled till next month when Kelli can report on what the balance is.

*Building Committee:* Mike Hunsaker is happy with all the information that has been sent from the architects. Selection of Layton as a CMC is great news.

*Merger Committee:* Tonia notes that the Sublette Center merger is under new business. Will discuss it there.

*Compensation Committee:* Dave Bell nominated to serve. Sharon notes that the heavy lifting of creating a compensation schedule has been done. However, when the Sublette Center merges then there will be a lot of work to integrate the two entities and the two sets of employees. Dave expressed that he was happy to serve.

## **New Business**

- Kenda Tanner motioned that the SCHED accept all of the Sublette County Rural Healthcare District's existing assets, obligations, responsibilities, policies and duties effective June 30, 2021. Wendy Boman seconded. Motion passed unanimously.
- Kenda Tanner Authorized to motion the SCHED Board Chair as the District signatory authority for any and all documents required to effectuate the June 30, 2021 transfer from the Sublette County Rural Healthcare District. Dave seconded. Motion passed unanimously.
- The Joint Planning Committee meeting in June went well and lasted about 3 hours. It was a good start. Planning to come together the first week of July to work on Mission Statements and Core Values. The attorneys from both organizations are working diligently on the legal steps that need to take place.

Patty Racich, Board Chair of the Sublette Center was invited to make a statement. She announced that the Sublette Center board met today and formally agreed to move forward with the merger process. The Sublette Center Board approved the letter that Tonia had sent for the employees, that she and Patty signed. Tonia thanked them for their commitment to working together and reiterated how we agree this is a step in the right direction and brings exciting changes to healthcare in Sublette County.

- Dave Bell moved that we enter into the necessary steps to recognize the commitment from the Sublette Center to initiate the merge process. Jamison seconded. Motion passed unanimously.
- Introduction of CMC Representative as Layton Construction out of Sandy Utah. The USDA just gave their concurrence, enabling the board to give the award. Layton representatives were unable to attend this meeting but will come at a later date. Dave noted that the selection of Layton was a unanimous decision.

- Board of County Commissioners- Management Agreement. Dave Doorn and Tonia met with the County Commissioners yesterday. There is a statutory requirement to approach the Commissioners with the company chosen and the management agreement for their approval. The Commissioners did give their approval and are happy with the choice of Star Valley Health.
- State Funding Opportunities (ARP) updates and WyoFile interviews -Kari DeWitt  
The American Recovery Plan funds coming to the State of Wyoming total \$1.1 Billion and they are coming at the exact moment you are building a hospital. Kari has been working with Representative Sommers and Senator Dockstader to pursue getting some of those funds to support our Hospital project. The number one priority listed in the ARPA funding guidelines is expanding access to healthcare. Tonia, Dave Doorn, Mike Hunsaker and Kari are meeting with the Governor's Director of Policy on Tuesday.

Kari has also met with Sherrie Escobar and is collaborating to explore how non-profit funding can be tapped, such as the Helmsley Foundation which donates equipment to rural hospitals. They are currently funding CT Scans, which would be useful in our new facility.

Finally, the Wyoming Business Council funds projects which promote job creation and economic expansion. Kari thinks the surgical suites (which are currently shelled) would be a great opportunity for a Wyoming Business Council grant. Currently, Sublette County unemployment is second only to Natrona County. Healthcare is strong job creation.

Part of operating at the State level is keeping the state informed of our progress. Kari has WyoFile coming next week for a slate of interviews to get some statewide news coverage.

Jamison noted that any support from the Governor's office for our facility would reduce the burden on the taxpayers. Tonia noted that when they met with the Governor last summer the Governor was very supportive of the project, but the language of the CARES Act prohibited it being applied to our project. The timing was wrong last summer, but this summer / fall looks more promising.

- Updates to Sublette Co. Hospital District website/Bios. The website [SubletteHospitalDistrict.org](http://SubletteHospitalDistrict.org) from the campaign is now the official website of the

SCHD. It needs updating on the About page to feature our current board and not the campaign players. Board agreed to email bios to Emily Ray to be added to the website. Emily recommended keeping the news article page which is helpful historically.

Jamison asked if the website still belonged to the Political Action Committee. It was given to the RHCD after the election. The PAC spent all of its bank account and gave away the website (its only asset) within 30 days after the election, per state statute. Emily manages the website and the RHCD owns it currently. It will pass to the SCHD on July 1.

- Signatory Banking Authorizations to become effective July 1, 2021-Kelli Lovell
  - Kaiser Wealth Management and WyoStar (Investment Accounts)
  - First Bank (checking accounts)

Kelli needs signatory banking authority to all five board members. Kelli felt that this was covered in the first two motions of new business. No further action was needed on this item.

- Resolution of the Intent to File a Budget. Kenda and Tonia have been working closely with Dave Doorn, Kelli and Michelle to form the budget. The formal budget will be finalized by July 12<sup>th</sup>. It has to be done on a very specific date, so there is a Special Meeting scheduled July 12<sup>th</sup>.

Kenda motioned to make a resolution of intent to file the Sublette County Hospital District Budget by July 12<sup>th</sup>. Dave Bell seconded. Motion carried unanimously.

## **Old Business**

- Status Update/ Distribution of revised Eide Bailly Report-Dave Doorn. We went through the process of getting a new draft Eide Bailly report and then it went to Star Valley. One of the good things is that the tax revenue is only going down by 26% vs the 30% that we thought, so we were able to update. We are well within the USDA guidelines in terms of debt ratio. Mike Hunsaker said that he was pleased that Star Valley had a chance to weigh in on this process. The vetting process worked well. Mike says it's as good a document as you are going to get. It's a well thought out forecast. Wendy asked about the income to debt ratio and Dave said it improved from 1.58 to 1.65. Mike asked that copies be furnished to the Sublette Center as they contributed so much of the financial data and would like to see the final product. Tonia noted we have a Letter from Council – another item checked off the list. The remaining item is the Ditch Agreement.
- Status Update USDA application and final requirements for full application-Dave Doorn. Dave reported that we are awaiting USDA approval of the Management Agreement with Star Valley. The USDA continues to request follow up items and we continue to provide them.

- Approval of meeting minutes May 2021. Dave Bell wasn't at the meeting. Wendy motioned to approve the May minutes. Kenda seconded. The motion passed with Dave Bell abstaining.

### **Public Comment**

Sharon asked if giving the Board Chair signatory powers removes Dave Doorn's signatory power. Tonia clarified that the Board Chair is for items relating to the transfer. Dave still has signatory power in signing contracts and other items needed by the SCHD staff.

Kari DeWitt asked about a tentative timeline for ground breaking and early work. Tonia was hopeful that Layton could speak to that but there is a plan to break ground in late August / early September on their schedule. It's exciting news, but we'll wait to let them speak to it.

Wendy Bowman asked about the timeline for the approval from the USDA. It's the million-dollar question. Dave Doorn says Lorraine says it could be "short."

Robert mentioned that people want to see the preliminary architecture and groundplans. Jamison said we would love to publish that in the newspaper! Tonia said we are planning events with some large renderings. We'll do our best to get those out in a timely fashion.

Lori commented that if we break ground in late August and with the SCHD coming online on July 1, we will only have 6-8 weeks to plan a groundbreaking event. That's an incredible opportunity to engage the community. Maybe put a groundbreaking count down ticker on the website. We want to have an incredible event that brings the community together and is 8 weeks really enough time to plan that? Tonia noted that it's a concern we all share, but that Layton will want to break ground as soon as possible.

Dave Bell asked about putting together a group of people to plan the event. Maybe Emily could give some ideas. Tonia pointed out that Dave was probably volunteering to help with that. It will take the whole board to pull it off. Emily pointed out that we will need dates from Layton first. Tonia also pointed out that it needs to be a joint collaboration with the Sublette Center. Sharon recommended hiring an event planner.

Kari shared that the Alpine groundbreaking was top notch, including food trucks, visiting dignitaries and ice cream. Tonia said that the idea of supporting local business is fantastic. Any ideas, please send them to Tonia or Emily. Mike said the key to a good event is free food. The first step is to pick which dignitaries you want to attend and get on their schedule. Star Valley sent out a postcard to everyone in the county to get the word out. The groundbreaking doesn't have to exactly coincide with the work on the site. If Layton wants to start earlier and then the ceremony comes later that's not a problem. Tonia said it will be great to have an event which generates excitement for the project.

**Adjournment 7:30pm** – Dave Bell moved, Jamison seconded and the motion passed unanimously.

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Tonia Hoffman, Board Chair

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Date

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Dave Doorn, Administrator

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Date