

Sublette County Rural Health Care District
Board of Trustees
Regular Meeting
June 17, 2020

Venue: Marbleton City Hall, Marbleton, 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: 5:00 pm – 5:20 pm

-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)
 - Compensation Committee (Marty Seipp)

New Business

Preliminary Budget Resolution signing:
Joint Planning Committee Report

Public Comments

Old Business- Approval of Special Meeting Minutes May 12th 2020

Executive Session: [Minutes taken by Tonia Hoffman]

No decision was made and no action will be taken at this time

Routine Business:

Administrative and Finance Report / Dave Doorn

Dave started with the financials; the purchase of the ball fields is still showing up on here without the offset of the county. We have received their portion but that was in June so that does not show up on these. We had a pretty slow month revenue wise around \$200,000 but that was to be expected. We did collect our big tax revenue and that is going to be pretty much all the tax revenues we are going to collect for this fiscal year so you will see that on the revenue side. It is a good-looking month with the tax revenue so it is deceiving. One thing to look at is May was a 3-payroll month so expenses look high. Otherwise everybody is still on budget, we went through everyone's budget this last pay period. If you take out the capital component and look at expenses we are still way below budget for our operating budget for the year. He said that we are still waiting on a final mill estimate for next year.

On the stats side of things, it is interesting we bottomed out at the end of April and in May we are coming back nicely. Marbleton overall we were down 14% from last May, our visits are still down quite a bit but our lab tests are coming up. Things are showing signs of life and we are busier in June so we will see a more normal month in June. Pinedale and Marbleton are similar in what went up and down. Labs went up, radiology went down, ultrasound is doing well as well. EMS, we were down 18% on 911 responses but we had 9 flights out and had a lot of high acuties and traumas we dealt with. Horse accidents, car accidents.

He also mentioned that visiting providers are back in both buildings as well on both sides of the county.

Vicky is working on getting PALS and BLS certifications back on track. Molly Landers, one of our RN's is the new trauma coordinator apprentice so she is working with Vicky to take over that position. We are still screening at the front door, Covid policies are in place and we are going to keep doing it until we know what is looking like it will happen in the future.

Dave mentioned that Tonia and himself went and visited LaBarge and gave them some numbers of what he thinks it will cost for us to have a provider, nurse and receptionist down there 2, 3, and 4 days a week so we are waiting for them to respond back.

Dave mentioned Covid money and Tonia put a letter together for the governor, they did receive it and right now tom noble is trying to get an appointment to visit with the governor personally. He is hoping we get a chance to go talk to him.

Bill Johnson asked about LaBarge. It is an odd situation because LaBarge is only 1 mile away from the county line and most of the runs would go to Kemmerer, is that correct?

Dave said right now some of the calls go to Kemmerer and some come to us.

Bill Johnson said that it is a possibility that that hospital is shutting down because of decline in

economy. It is already at about half of what it was. He sees a situation where a couple years from now Kemmerer is struggling so much that that might not be an option. Are we trying to lasso that portion of Labarge County?

Dave said they approached us and with the Exxon project and the town of Labarge would like to have some kind of urgent care clinic. He did make a courtesy call to Kemmerer to let them know that we are talking to Labarge. Big Piney/Marbleton community feels like Labarge is part of their community.

Tonia thinks that it is just a matter of being a good neighbor. In the past more of LaBarge came to our county for medical care and that has changed dramatically. It is difficult with the school and tax money but she thinks we need to reach out as much as possible.

Wendy asked if they have a facility there that we will be using.

Dave said that they have a nice business office building there that is next to the ambulance barn. They would make all the necessary improvements, but he feels that it would be a great fit.

Otherwise Dave said that they are working with union for fiber and we are having a struggle with Century Link and we are trying to figure out what our obligations are. Ted has been working with Teracycle to see what reductions we can made to lower our costs there as well. He should have more info for you guys by next month.

EMS Report / Bill Kluck

Bill has been catching up on BLS ACLS and PALS lately. As Dave mentioned we have had some tragedies lately so just a reminder to crews to wear their vests and make yourself visible on those roads. The EMS will stay with all the current CDC guidelines with PPE. He is planning on continuing stocking up on PPE and keep to a standard supply number. Events – we had some nice graduation drive by for the graduates and the kids which was a lot of fun. He had a general thank you to all who donated blood. 45 out of 53 slots were filled which was outstanding. He did not have exact dates for the next blood drives but it will be in August some time. He was unable to schedule anything in Marbleton this go around because of lack of staffing on their end.

He mentioned that 256 is still in the shop and the motor should be in this week. The new ambulance is ordered and it is under the \$150,000. It will take 150-180 days. He just hired a new female AEMT Jenny is currently an EMT and hopefully by Saturday she should be a paramedic and she also has an RN license. He did meet with Shad Cooper the fire chief and someone from Harris Radio systems and we paid for 2 new base stations and 4 mobiles back in 2018 for \$39,000 and they will be hopefully coming soon. They are looking at this new Sears radio for Sublette County going live in august. It is set up really well and we have radio issues in the sand draw, big sandy area and this will improve the connectivity significantly. All 5 towers are up, we are waiting for one tower for the ground to dry out to put the building on the pad. It is coming along.

Bill Johnson would like a roster of all the EMS employees as well as the rest of the board.

Wendy asked how long Matt is going to be out.

Bill Kluck said that he is going to have surgery 7/17 and it is 8-12 weeks or longer depending on extent of the damage. He has a plan for his absence. Another EMS member broke her leg moving furniture in her house and she had surgery but it will be about 8-12 weeks as well.

PR Report/ Emily Ray

No public events for providers, library is only allowing zoom. We are trying to get the providers to jump on but no takers yet. She is hoping to get ramped up with events with the joint planning committee. Statistics the newsletter for June reached close to 600 people and we are above our industry average open rate. This is a great way to get info out to members that live in and out of the county. For social media our Facebook is still the #1 resource so we reach about 3,000 people a month, Instagram is about 100-150 people per month and on average 500 people visit our website. We are still reaching quite a bit of individuals, we still do our public addresses weekly with Dr. Fitzsimmons, myself, Travis from the sheriff's office and Janna from public health. WE get on average 1,000-2,000 people a week watching that so that is staying steady. She has been assisting Dr. Fitzsimmons as well and she has been recording morning meeting minutes weekly and sending out to all staff to make sure everyone is on the same page. We are scheduling staff meetings again after board meetings to keep everyone in the loop as well. We have posted for a few new job positions. But she is looking forward to helping with the Joint Planning Committee.

Committee Reports

CAH Committee (Bill Johnson / Mike Pompy):

Bill Johnson said that he has been not feeling very well about the situation so he wrote a letter to Lorraine, she called the next day and was very positive. She said that she would like to have something going in Sublette County. We need some more support. She seriously would like to get us a hospital. We talked the ups and downs of it and every angle left. He just feels that somehow there is a way. He feels very strongly that waiting till this time next year is like a death sentence. Even starting now is tough. He would just like to see us get going.

Wendy asked where we were at on paperwork.

Dave said we have made some adjustments to the floor plan, but JD is finishing those up and getting the new cost estimates. Those numbers will get to Jared and we will need to update some of our financial numbers since it has been so long. He would like to see our numbers from the end of our fiscal year to June. We will be able to send him that this next month so we should have everything rounded up. There is an engineer doing some work on our land and the issue of the old landfill came up, he has been following up on that, it shouldn't be an issue but he is following up with that. But we now should be getting close to getting everything together. Lorraine is waiting for a call back when she calls national to see what she can and can't do with an application at this time.

Wendy was a little disappointed with Eide Bailey that took them so long to get those numbers to us. It was about 6 months. She asked Dave to encourage them to speed things up compared to last time.

Dave said that all the background information is all done so he will stay on it but feels that it should take less time.

Mike Pompey said he guesses the last go around with Lorraine she said to stop until after the election because of the funding from the commissioners. We need to know if she is going to open it back up before the election.

Dave said she is following up with her bosses to see what she can and can't do. The contingency issue is still there. Dave is just trying to finish with what they started so we are ready to go when the vote happens. JD has stopped everything except finishing the PAR.

Mike mentioned that all the architectural work has to be submitted to the state as well so we don't know how long that will take either.

Bill Johnson mentioned the possibility of writing a letter to the governor if anyone is dragging their feet.

Tonia asked if JD could be working in the interim on the Marbleton Project?

Dave said yes, he can be. Dave will follow up with him tomorrow.

Tonia said that anything that we can get going on the marbleton clinic would be great to show the marbleton residents that they are a priority.

Wendy mentioned how long it has been to get any information back about adding a negative pressure room.

It was a unanimous agreement that getting all the information and moving forward with this project is a priority.

Compensation Committee (Marti Seipp):

We are changing not this year but next year will change to the Pay grade system. It will be in this new fiscal year. We are creating a structure where the supervisors will know what each pay grade should pay. Each segment will have its own little box and there will be a range within each one. For example, if it is for housekeeping there is a pay range from 25,000-40,000/year if they acquire more skills then they might move up to a higher tier and be entered into another pay grade. We are creating a structure so that the manager/staff will know what each job should pay. What is available for that position and what it should pay in comparison to other similar positions in our county and area. It will be reviewed yearly and changed as needed. It is a good system, it is expensive at \$10,000 a year. It will cost to get set up and running but our managers have to know what each job really should pay so there is some readjustment to what we have set up now. She thinks it will be much easier.

Wendy thought it was interesting that the bulk of our employees are right in the middle to where they should be. There was only a few of them that were below because they were part time and a few that were above but by and large we are where we need to be with our employees. Certifications, time with the district and experience all play a role in the judging.

New Business:

Joint Planning Committee Report – Basically this is the combination committee made up of sublette center board members and Mike Pompy and Tonia Hoffman. We have had two meetings so far. He was put in charge of producing an RFP to produce a management contract to send out to nearby hospitals. The board members, managers, and providers will be getting a questionnaire from Eide Bailey to see what our expectations are for management contracts.

Emily Ray said that we did interview a woman that is going to help with the campaign because we don't have the political background knowledge. Rachel Girt is her name she is based out of Cheyenne and she was really helpful with all the information so far. We are going to meet with her tomorrow so we can get all our information compiled and get her what she needs. Emily has coordinated a lot of events already so we can have booths and get set up at large events throughout town. Parades, floats, Rendezvous, fair. We have been talking to different community members, the chamber of commerce and trying to get all the information out that we need to. She thinks we have a big to do list but we have a lot of help and a lot of support. It has ben a lot of fun.

Tonia thinks that they covered it well but we are using the shot gun approach. We are trying to hone in on one message that we want to be united and how we want this to look coming together and what we are working for. We are trying to hit events to help educate and inform individuals about our mission. WE are working to come up with a new mission statement, new logos, and names as well. We have a lot of projects going on right now but it is a goal to keep everyone updated and informed.

Dave said that they have been trying to get the employees from the district and sublette center together. Covid has put a damper on that but we are hoping to do that in the future.

Emily said that once we have a message then we will be able to schedule more events. The consistency is very important and it is positive that we can schedule events outside to get people out.

Preliminary budget resolution was signed after the meeting.

Public Comments:

Louanne asked who we were waiting on for so long to get all the information for the marbleton clinic?

Dave said it was the planning division with the state. The state has been undecided on what requirements we have to meet. Now with the CAH that will change everything but we also want negative pressure rooms in the clinic down here. That is something we want to do no matter what

the codes are.

Old Business:

Approval of our special meeting minutes from May 12, 2020

Marti Seipp made a motion to approve, Tonia seconded, motion carried unanimously

Routine Business:

Approval of Payroll and Bills

Tonia made a motion to approve payroll and bills in the amount of \$787,509.10, Bill Johnson seconded the motion, unanimous approval.

Marti made a motion to adjourn and Tonia seconded the motion, unanimous approval.

Adjournment:

Minutes taken by Emily Ray

Wendy Boman, Chairman

Dave Doorn, Administrative Director