

Sublette County Hospital District Board Meeting Agenda
July 21st – 6 pm
County Commissioner’s Room
Pinedale, WY

Trustees Present:

Tonia Hoffman – Chair

Jaimson Ziegler – Vice Chair

Kenda Tanner – Treasurer / Secretary

Wendy Boman – Trustee

Dave Bell - Trustee

Call to Order 6:00 p.m.

Pledge of Allegiance

Set Agenda – Tonia asked to add Star Valley Management Agreement to the agenda. Wendy motioned to set the agenda. Kenda seconded. Passed unanimously.

Department Reports:

Star Valley Management Agreement: The USDA has officially accepted the Management Agreement with Star Valley. The Sublette Hospital Board thanked the Star Valley team for the tireless work on this project. Tonia proposed working with Star Valley to pay them a portion of their monthly fee for the work that they have already done on the project. Mike Hunsaker thanked the board for their sentiment but stated he understands that finances are tight. The Star Valley management agreement is \$10,000 per month.

Dave Bell motioned to working with Star Valley to determine a fair portion of the fee to pay retroactively to cover the work they have already done. Wendy seconded. Motion passed unanimously.

Administrative and Finance: Dave Doorn The Marbleton/Big Piney clinic visits are down. Pinedale visits are up. Pinedale broke a record and saw 50 patients today. COVID is back up, with the first confirmed Delta variant in the County. The Clinic is doing about 15 COVID tests per day. The staff is checking testing supply inventory and stocking up on testing materials and PPE.

The Marbleton Clinic improvement plans have been sent to the State. They finally came back and decided they wanted a few changes. Dave is taking it back to the architect. We still have the \$600,000 set aside to fund this project.

The County healthcare plan renews on September 1st. While talking with BCBS, they asked that the Hospital District become its own plan. Dave is working to figure out if continuing the self-funded model is best, or moving to a more traditional model. He will report back.

Mike Hunsaker: Mike gave a warm welcome to everyone. He wanted to add to Dave's report that by keeping the Big Piney / Marbleton ER up to date, it will enable us to get Hospital rate reimbursements when the CAH comes online. This is a huge benefit.

EMS: Bill Kluck: Training has been going well. The focus recently is safety, there are a lot of pedestrians and animals on the road. Air Idaho stood by for 3 days at the Rendezvous Rodeo and Bill wanted to thank them for their time. Tonia asked about sending a thank you note, but Bill said our organization and theirs support each other regularly and none was needed.

Bill needs to have 35 EMS employees (20 of which are part time) in order to not have too much overtime. Tonia asked if he would please email her the EMS schedule monthly as he used to do for the RHCD board.

Clinical: Sharon Rutsch/Vicky Marshall (Vicky was out of town and Sharon was unaware she would be asked to present. Tabled their report)

Public Relations: Kari DeWitt Website is changed to sublettehospitaldistrict.org. Tara Bolgiano attended to take board and department lead headshots. The last annual report was 2017. Suggested doing a 2021 report and the board agreed. Forming a committee with Joan Mitchell and Louann Heydt to plan a potential groundbreaking event. Also discussed a potential employee event for both Sublette Center and SCHD staff. Finally, ready to get started on a naming competition. Going to ask for suggestions and narrow it down to three or four choices.

Grant writing is going well. Continuing to meet with the Governor's Office about ARP funding. They are waiting on a yes from the USDA and then we can pursue opportunities. The Governor will be able to start forming programs after Sept 1st. Meeting with the Wyoming Business Council later this week about a grant to build out the surgical suites.

Committee Reports:

Finance Committee: Nothing much to report since last meeting.

Building Committee: The architects and Layton Construction have been tackling value engineering. They are within \$128,000 of having the project within budget. They are looking at dozens of details, including type of toilets and swapping certain materials.

Merger Committee-Merger Status Update: The July 12th Joint Planning Committee meeting went well. The apartments remain a central question and whether the Hospital District can manage domiciles. The lawyers are looking into this. The Sublette Center Board expressed the opinion that if they were only needed to manage apartments, they would rather pass the entire project to the Hospital and dissolve as a board. Talks are ongoing as movement towards the merger takes place.

Public Health has been meeting with the Hospital District to talk about moving. The SCHD Board reaffirmed their commitment to find somewhere that Public Health will be happy. There are a few options in the works.

New Business

Introduction: Layton Construction Team (they had to send regrets. We'll meet them at the next meeting).

Value Engineering Discussions: Discussed under Building Committee. Jamison added that there is a new compaction technique that reduces the amount of fill and results in large savings.

Authorization to sign Preconstruction Agreement, Layton Construction – passed unanimously.

Surety Bond Coverage for Board members (pending legal review) – Tabled pending further review. Costs about \$200 per board member. Unsure if it is necessary.

Dave Bell motioned for the purposes of managing the organization that the Board authorize two signatories and Dave Doorn to sign checks with the agreement that there are always 2 signatories on each check. Jamison seconded. Motion passed unanimously.

Resolution re: name change for Trauma Designation/Dave Doorn – Dave Bell motioned to change the name for Trauma Designation. Jamison seconded. Passed unanimously.

Update County Commissioner Meeting July 20 – Abbi Forewood (SCHD Lawyer with Crank Legal Group) and Clayton Melinkovich (SC Deputy County Attorney) are working on an MOU.

Old Business

- Status Update/ Distribution of revised Eide Bailey Report-Dave Doorn The report is ready to go. We will post it on our website. The final debt ratio is 1.65
- Highland Irrigation District Ditch Relocation Agreement update – Dave is meeting John Walter to get the final final final one signed.
- Status Update USDA application and final requirements for full application-Dave Doorn – The forms have been submitted. The USDA followed up and asked for more forms. Those should be done by next week.
- Approval of meeting minutes June 2021 – Tabled.
- Meeting times and locations discussion – After some discussion, the board agreed to keep a routine schedule of meetings alternating in Pinedale and Big Piney. They will not pursue other options such as Daniel, Boulder, or Cora. The meetings will be at 5:30pm on third Wednesdays.
- Approval of Payroll and Bills – Wendy motioned. Kenda seconded. Motion passed unanimously.

Public Comment - Mike Hunsaker offered to provide Board training for a half an hour before every Board meeting. These could be the finer details of running a Critical Access Hospital. The board agreed and appreciated the offer. Board training will be from 5:30pm – 6pm followed by a 6pm Board meeting. Anyone is welcome to attend these trainings.

The board asked about their laptops. Dave will get an ETA on the arrival of their laptops. These will be loaded with their board emails and some sort of secure Dropbox system (Dropbox, Basecamp, Monday, etc) that will be used to keep documents all in one place.

Executive Session: Board went into Executive Session at 8:10pm

Personnel and Legal

Adjournment - 10:01pm

Tonia Hoffman, Board Chair

Date

Dave Doorn, Administrator

Date