

## **FSublette County Hospital District Board Meeting Minutes**

**September 15th – 5:30 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

### **5:30 Board Education: Strategic Planning Process and Initiatives, Follow up of Committee Discussion**

Cancelled – Mike Hunsaker unable to attend

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

#### **Pledge of Allegiance**

**Set Agenda** – Added the Term Sheet to the agenda and a discussion on charging a nominal fee for record requests.

Wendy motioned to set the agenda. Dave seconded. Motion passed unanimously.

#### **Department Reports:**

***Administrative and Finance: Dave Doorn*** – The finance portion of the Administrator report is now going to be part of the Finance Committee report.

The biggest priority right now is recruiting. Mike and Jeremy Price from Afton will participate in a Physician candidate interview. This will be the first talk after all the vetting looks good. If it goes well, Dave will get him in front of the board

Trying to fill Dr. Fitz's call weekends with a LOCUM. Tyler Brady came last weekend and it went well. Need to thank Wyoming Resource network for a good connection. This assures that the call nights that our providers were putting in are the same as before Dr. Fitzsimmons resigned.

We have lost two nurses who have taken travelling positions. Travelling nurses are making up to \$250 /hr right now. Everyone is in same boat struggling with nursing. One facility in Wyoming has 40 travelling nurses right now, paying astronomical prices. We are posting ads hiring for nurses on Indeed nationwide and across the state.

Hired one new nurse, Shebli Strieff (Tegeler). She's an LPN and needs to take her test to become an RN. She'll be a great addition to the team.

From the WHA meeting, the State allocated \$20million and \$10million to pay for travelers and to pay for retention bonuses. Dave thinks it's a good time to give a thank you bonus to our staff who have been working hard. We'll be able to get those funds reimbursed. Really need to think about a retention bonus for the staff.

The vaccine mandate is in the news. Right now, the 100-employee minimum doesn't apply to us yet, so we're going to watch and wait. The VA mandate right now offers weekly COVID testing as an alternative to the vaccine: either get the vaccine or get tested weekly. That would be a good option for our staff.

Dave met Senator Barrasso at the Wyoming Hospital Association conference and got to tell him what we are doing here. It was good to connect.

COVID – still very busy. Did 24 tests today. It's still the bulk of our work.

Tonia asked if the \$10 million is ARPA funding, and Dave says yes and it's meant to be passed out quickly. We haven't seen the specific directions yet on how to get the funds. They are also offering National Guard assistance if any healthcare facilities want to take advantage of that. Wendy asked if any of the National Guard was nursing staff, but Dave said they were untrained. Dave Bell asked if it's a one-shot funding or if we can get funds that will pay out over time. Dave Doorn thinks this will be the first of many opportunities to gain help. We have also put in our application for \$226K in FEMA funding which Kari is working on finishing up after Michelle laid the groundwork. There will also be more FEMA funding. Kari is helping with staying on top of the money. Tonia asked as we have more info on funding coming in to let the Board know so they can consider retention bonuses.

Tonia asked about employee sentiment regarding the vaccine mandate. Dave said it might be a problem for some of the staff. We have had a number of employees that have had COVID and don't want the vaccine. 75% of our employees are vaccinated. Of the remaining 25% many have had COVID. Sharon says that philosophically that many staff are against forcing the vaccine. Wendy asked and Sharon confirmed that we are mostly seeing the Delta variant.

**EMS: Sue Briggs** - Bill Kluck is on vacation. Sue is updating as that we continue to do ACLS, and PALS classes. Vicky Marshall is making sure we are compliant on our certifications. Sue is teaching tomorrow in Big Piney. Still watching for pedestrians. COVID is increasing so they are masking up during patient care. With a COVID patient they are wearing N95 masks and full PPE.

The events include the 9/11 memorial in Cheyenne. They also did a HS rodeo standby, a Logan to Jackson bike race standby and the Touch a Truck early childhood development event. They also sent two vehicles to the Hero's Welcome for Rylie McCollum's return to Jackson. At the State Capitol 9/11 memorial Sublette County EMS was selected to bring a flag from Western Wyoming. It was a great honor. Looking forward to both homecomings.

EMS 129 had a blown head gasket and is back in service. EMS 256 is broken down and in the shop.

Dave wants to give them a public thank you for breaking records in July, and then breaking another record in August.

Tonia asked how staffing is. Sue says that we've hired some new basics. Sue got to learn the new hire process, since her own process was 25 years ago. Employee retention is going well. Jenny Michaud is an excellent teacher and one of our paramedics. Jenny did comment that we are short on ALS – we need more intermediates. Jenny used to run the program at LCCC and has discussed with Bill doing an advanced class – looking for funding for that class. Tonia asked what the approximate cost would be. Jenny said she would estimate \$4000 - \$5000 as a ballpark. One person in a college class is about \$2000, so if we could do 5 people for one of her classes it's quite a deal. Jamison suggested talking to the people at BOCES.

Wendy asked if we have part-time ALS that might want to go full time. Sue mentioned a couple that we have, but doubt that they would be willing to give up their full-time paying job to join EMS full time. Tonia thanked Sue for her time.

**Clinical: Sharon Rutsch** – Vicky is out so Sharon is covering her report. Vicky wanted to thank Melissa Watson for her 8 years of service. There is one other nurse who is at risk of leaving. The new hire is Shelbi Streiff LPN. She's a great addition and eligible to test for her RN soon. COVID fatigue is real and bearing down on the staff. They are asking for the public patience. Vicky and Bill went to the Box R Ranch and taught ALS for 20 medical students. She also attended the Public Health meeting for At Risk populations.

Lab - Sharon reports that Vicki Haffey is retiring after 27 years. We are advertising for a full-time med tech to replace her. For COVID testing we have hired a full time Specimen Collector for Pinedale. They will do nothing but

swab for COVID. Also hiring a part-time person for Marbleton for 8am – 1pm. Labs for physicians outside of the County continue to be high.

COLA is coming for the “March” inspection in Oct or Nov. It was delayed due to COVID. There is another option for a virtual inspection– but we haven’t been offered that. They review all of our records. CLIA and COLA have both let us know that our licenses have been changed to the Sublette County Hospital District.

For Radiology – the Mamo Van has cancelled due to COVID and staffing shortages. That leaves 150 + women without access to a screening.

Tonia asked and Sharon answered, we are having a surprise going-away party for Vicki Haffey at 6pm in the lobby. We hope she isn’t listening on the Zoom. It’s a surprise!

**Public Relations: Kari DeWitt** –Continuing the six-prong approach: (Newspaper, Pinedale Online, FB Live, Website, Email Newsletter, KPIN). The news right now is that the USDA will not do national grant hearings in the month of September because Sept 30<sup>th</sup> is their year-end. We will have to wait till October to hear.

Ground Breaking Event – awaiting USDA approval. No action here.

Naming Competition – The top four names were chosen by the Joint Planning Committee. They were chosen for 25 suggestions that employees offered. We tossed out the specifically “north county” ones (Gannet Peak, Wind River Clinic, etc). The top four are Sublette County Health, Mountainside Health, Sublette County Wellness Complex, Mountain Air Healthcare. Dave Bell has offered a framed photograph to the winner for the Hospital Side and the winner for the Sublette Center side. Tonia said that we are going to name the Hospital portion first, and then find a name for the Long Term Care portion that ties into the larger organization. She also stressed that we want the name to reflect the County as a whole. Jamison asked what exactly the public opportunity is and Tonia said that it is to vote on the four names. Kari reminded them of the British research vessel that was named “Boaty McBoaty Face”. We are hoping to get a lot of feedback. Dave Bell wryly noted that the Hospital is always gets feedback.

The Architect Plan boards are in both ends of the County. Currently at the Big Piney Library and Rendezvous Pointe.

The September local newspaper ad is about Hiring Nurses. Upcoming PR: Cowboy State New Network, Wyoming Business Report. Finished Sublette County Magazine interviews. We will have a two-page spread in that magazine. It goes to press next month.

FB had one or two comments on people’s taxes. The USDA also has an open comment period for the Civil Rights Compliance review. It’s intended to seek comment about discrimination, but people on Facebook took as a chance to comment on the whole project. Both those against the Hospital and in favor of the Hospital are taking the time to email or call Lorraine Werner. Jamison wanted to clarify that this is the USDA’s process, because it’s rather ambiguous on Facebook. The USDA handles this, they advertise it, and they provide the form if you have discrimination complaints. Kari pointed out that we’ve already gone through our Compliance Review with the USDA. They wanted to see photos of our wheelchair ramps, our labor law posters hung in the breakrooms, our billing practices, etc. They found nothing wrong. This is now the public comment period for those same issues, but the people against the Hospital have taken it as their moment to get their last word in. Dave Doorn reiterated that a Compliance review is a normal part of the process. Kari wanted to mention that the USDA did the same Compliance Review on the Sublette Center and they passed. Their housing application doesn’t even ask race, they are only interested in medical needs and if they can meet those. Tonia wanted to reiterate that this entire CAH project is the result of a public vote, and we have a mandate from the voters (with a fairly healthy margin) to build this hospital.

**Grants: Kari DeWitt** - Governor’s Office is planning use of some of the American Recovery Plan Funding. They joined with the Wyoming Hospital Association to create a healthcare strike force. We put in a request for our new CAH that is part of a larger WHA ask. This allows our project to go in front of the Governor’s Office as a part of healthcare across Wyoming, rather than singling out Sublette County. We requested three items: help with the new HVAC system for no-pressure rooms to stop the spread of COVID, help with building the 10 inpatient beds, as we currently have zero inpatient beds in Sublette County and help with a portion of the cost of the Long Term Care

facility, which is the cost of having mostly private rooms versus the double rooms the Sublette Center currently has. We ran the square footage if we had just replicated the double room layout vs expanding to mostly private rooms (which reduces the spread of COVID) and asked for assistance with that additional square footage. Those three asks came to a total of \$10 million. Tonia asked if we have a date that the Governor is making a decision. Kari laughed. Then said that the Governor currently has some spending authority over the ARPA funding, and then in February when the Legislature convenes, they will also have spending authority. In the meantime, both are working in tandem to be sure they are “all rowing in the same direction” in terms of use of this funding.

Wyoming Business Council is still supportive of a potential application for \$6 million to build out the shelled surgical suites. This would be an economic engine of the new project and an important source of revenue. A Business Ready grant requires us to partner with either the Town of Pinedale or Sublette County. Sublette County might be a natural fit as we are already closely entwined, but one of those (either the Town or Sublette County) will be involved. Lorraine Werner was supportive of this potential project, and said to keep her informed, pending USDA approval. And obviously this is a long-term project, pending USDA approval, but the chance to get that economic driver up and running is part of the grand plan. Jamison asked what would be the match for these funds, and Kari answered that the USDA and the County funding for the project would be the match. The Wyoming Business Council liked that they might potentially be funding a small piece of a larger project, and one that is directly tied to jobs.

EDA Economic Adjustment Assistance – This group usually doesn’t do healthcare, especially in response to COVID, but Kari asked them to reconsider. After running it through the Denver Office, they gave us permission to apply. This might be a good source for \$1.5 million for an MRI machine. An MRI is another economic driver that can be tied to job creation, which appeals to the EDA. Kari is meeting with them tomorrow at 2pm.

USDA Emergency Rural Healthcare Grants to reimburse COVID expenses – The Median Household Income is too high in Sublette County for us to qualify. We can take this one off the list.

Four new grant cycles have been released since last meeting. Health Resources Services Admin (HRSA) has new COVID reimbursement available to cover things that FEMA won’t, such as childcare reimbursement, employee retention bonuses, hazard pay, paying travelers, etc. Kari is going to see what wasn’t covered under FEMA and try to get some more expenses reimbursed.

NEW: We can also apply for a second round of FEMA. Kari is helping Michelle to wrap up first round of \$226,000 in funding. We are awaiting payment on that. The request Michelle did covered expenses from March 2020 – March 2021. Kari is working April 2021, onward.

NEW: Governor Gordon releases \$30million in Healthcare Staff Retention, which is what Dave spoke about earlier. This funding is in two pots, \$20 million for Hospitals and \$10 million for everyone else. This funding will also cover retention bonuses, if the board wants to consider that. Kari pointed out this is crisis funding to alleviate the staffing crisis in healthcare. She noted that Sharon worked so hard on developing a pay scale for each position at the Clinic, and those years of hard work have kind of been tossed out the window in the current situation, with travelling nurses making \$250 /hr in some cases. This funding will help across the state.

NEW: Finally, the CARES act funding (not ARPA) needs to be spent by Dec 31, 2021. Kari is seeing if there is any still available for a new ambulance. An ambulance is a clear cut expense that could be spent easily before Dec 31. On average, a new modest ambulance is about \$150,000.

Dave wanted to add that while Kari is watching all these grants, she’s also keeping Sublette Center in mind and working closely with their staff to make sure they know what is available. Tonia noted that this is a lot of potential funding. Kari said she laughed when Albert Sommers told Tonia that it would be a fulltime job to chase the money, but it turned out he was right. There are an unprecedented number of funding opportunities right now.

## **Committee Reports:**

**Finance Committee** – Kenda reports that last month was our best month to date. A \$500K gross profit and a \$200K net profit. They looked through the check register and more detailed financial statements in the Finance Committee meeting. They also looked at things coming up – such as some of the Davis Partnership bills that we’ve been holding and there are three payrolls in September.

With that we need to consider transferring \$750,000 out of reserves for cash flow and to cover Davis Partnership. Keep in mind we have \$2.4 million in tax revenue coming in November. But we will be running short before that, so we need to transfer some funds. Dave mentions that it’s the same topic as last month. We need to get to USDA approval and be able to claw back the expenses spent for the development of the CAH. Hoping to borrow back \$2.4 million from the USDA to reimburse expenses already spent on developing the CAH.

Starting in January we will be getting our tax revenue monthly, which will be a new process. Theoretically, we should be getting about \$400,000 a month, but we need to watch that it goes as planned.

Wendy asked how much we have to pay Davis Partnerships. We will have paid them about \$1 million to date, with about \$200,000 in outstanding bills right now. Keep in mind the plans are almost complete. Dave Bell noted they get a 6% fee of the contract price.

Also talked about moving the meetings to later in the month, possibly the fourth Wednesday of the month to give the staff more time to prepare financial reports. This would also give the other committees more time to have their meetings prior to the board meeting. Tonia asked if we could make this change effective after January 1. This keeps our meeting room reservations intact. We will switch starting in 2022.

Tonia mentioned that it is hard to pull money out of reserves, but we knew this would be hard times and we need to keep working towards the Hospital. Kenda also pointed out that while it’s hard, we had a great month in August. We need to focus on that, because that is where we want to be financially. Wendy agreed it gives her heartburn. Dave Bell pointed out that natural gas prices are going up, so that could help in the future if those continue to rise. Jamison that volumes might come up too.

Dave Bell motioned that we transfer \$750,000 from the WyoStar reserve account to fund current operations. Kenda seconded. The motion passed unanimously.

**Building Committee:** Jamison mentioned that 1) since we weren’t able to bust out the gold shovels in August, as hoped and 2) we know that structural steel can’t be procured and delivered until March; if we back up 8 weeks from March then the start date for the project would be January. That doesn’t seem like the best start date for a project in Pinedale Wyoming. So, we need to give some guidance to Layton on if we get the go ahead from USDA in October, do we want to be able to tell Layton to do as much site work as possible before the weather shuts them down? The thing we need to know as a board is one number: which is a combination of general conditions and winter accommodations. Those numbers combined will be in their GNP. The GNP will have those numbers listed by the month. So, if we tell them to go in late October or November, then there would be some costs associated with a period of time of inactivity (paying their insurance, renting fencing for the site, etc.), but we need to know what those costs of inactivity will be. And are those costs worth not having the project stretch out into the future. We are already seeing inflation in the normal economy. Jamison is interested to see what those escalation costs would be from putting off the start date. Jamison would like to know what those escalation costs might be. With the board’s blessing, Jamison would like to charge Dave with getting the numbers for different start dates: starting Oct vs starting Jan vs starting March. If we don’t run the numbers then we won’t know which date to pick. Tonia said in Monday’s meeting we talked about Early Work releases and Dave, Tonia, Mike and Jamison (if he wants to join) are trying to set up a meeting with Lorraine Werner and include Matt Miller from Layton construction to talk to her specifically about early work releases. Jamison said there could be a lot of work done now if she would give her blessing. Tonia asked Dave if she had asked Lorraine for a meeting yet. He hasn’t yet, but we need to do it and dial in those costs. Jamison points out that the structural steel date for March is real, that’s had a lot of research done into that date.

Dave Doorn brought up that moving the irrigation ditch is key (especially before the water turns on in the Spring), and it's tied to the entire dirt work project. Dave Bell asked what Layton's schedule is, and Tonia pointed out that they are waiting patiently on us because we were hoping to have USDA approval by now. Tonia mentioned it's taken longer than we expected. Dave Bell noted and everyone agreed it's an uncomfortable position.

**Merger Committee-Merger Status Update** Tonia reported that the Joint Planning Committee finalized four top name choices. The attorneys are still working towards a merge agreement and the hopeful date for that is Dec 31, 2021 – pending USDA approval.

**Employee Event 09/14/21** – This was a great success and it was great to get the two sets of employees mingling. Thanks to Kari for setting up such a great event. It was great to see those two groups starting to form a new community. When we get USDA approval, we will work quickly as a Joint Planning Committee towards getting a ground breaking in place. Everyone is poised and ready to go. Dave and Dawn have done a phenomenal job getting all the processes in place. Dave Doorn was pleased that last night's crowd was a good split between Sublette Center and SCHD.

## **New Business**

**Mission/Vision/Values approval** – Made the small changes from last month.

Dave motioned. Jamison seconded. The motioned passed unanimously. The Sublette Center Board is meeting next week and will approve these same changes. Jamison would like Kari to get on rolling this out in posters and other ways.

**USDA Application Completion and Updates-Dave Doorn** – The year end of the USDA is Sept 30<sup>th</sup> so that pushed our application into October. The national loan process is about 30 minutes. Lorraine is working in our best interest to make sure she has her bases covered when she gets to the national review. We've been answering follow up questions from Lorraine on a regular basis. In Casper last week, Mike Hunsaker got to meet Lorraine and it was a good meeting. He got to share the Star Valley story and their path to a CAH. It was a great meeting.

Wendy asked if Lorraine has given her recommendation to National yet and how quickly can we get a response? Dave says that we will be one of the first on the list starting the new fiscal year (Oct 1) and hopes to get us an answer soon. Lorraine hasn't let us know a specific date.

**Update County Commissioner Meeting September 7<sup>th</sup>** – Tonia went and spoke about a delegation agreement we are working on with the County Attorney. Also met with Sherriff Lehr and discussed the Title 25 portion of the project and how important that is to the project and to the County as a whole. He quoted costs in the past. Tonia said that we are cognizant of the needs of the Title 25 and we will have those places in the new facility. There are steps like the telehealth with Behavioral Health that are needed and we understand those. The process is cut and dried on what is needed to hold a person for 72 hours. Sublette County spent upwards of \$180,000 on Title 25 last year, so it will be a great benefit to all involved if we are able to care for those individuals close to home.

**Health Insurance for Employees updates:** Dave Doorn – Dave Doorn has been working with one of the brokers from Tegeler (who handles the County business) to start getting quotes. One of the tricks is getting all the health information from the employees. Dave Bell is helping develop a generic form for our employees (both ours and the Sublette Center) to fill out once and that will give us a form that will allow the brokers to start shopping that business. It needs to have enough info but be generic enough that the employees only have to fill it out once. We have three interested brokers that want a shot at our business.

Dave Bell wanted it noted that he is no longer a licensed insurance agent. He believes that interviewing the other two entities in addition to Tegeler is critical. Since SCHD is new and has never purchased health insurance before, it's important that we get bids from the market. Tegeler offered to be our Broker and bid

the market for us, but our inclination is to explore other options ourselves and see if there's another approach. We're not sure there is, but we should do our due diligence. Coming out of the chute, it makes sense to put it out and see what happens and who has the best price. The only way we'll find that out is to bid the business competitively and see what results we get. It may end that we do a market assignment. They all might say, we're going to bump into each other on the marketplace. If that's the case then we will ask them to tell us who they would prefer to go it and if it's all the same groups then we will assign markets. That gives them confidence that they can work with a market without someone else stealing it from them. Dave Bell thinks we should give the Tegeler and Associates the first choice, that's only fair. That's pretty common in the business. That's a lot of insurance talk, but we can work our way through this pretty logically. Dave Doorn mentioned we need to keep this moving to meet the end of year deadline.

Sharon asked if we are approaching them with a suggested base package, or are we just seeing what they offer. Dave Bell said that's an excellent question. We are starting with the package we currently have. That will be the best way to approach it. Sharon pointed out currently we have two packages (the SCHED and the Sublette Center) and asked which is the best. It was generally agreed the SCHED current package is best, and that will be the baseline. We will look at employee out-of-pocket, providers in network, deductables, etc and make it at least as good, if not better. Tonia mentioned that we may be able to come up with a nice customized plan that we will fantastic. Sharon mentioned that one employee considering leaving is looking at a better benefits package. Tonia asked if we have the time to get a viable solution before Dec 31 and Dave Doorn and Dave Bell said we do. Tonia noted that it's nice to have Dave Bell's expertise.

**Approval for signing: Lease Agreement with Mad Antler/Building for Public Health** – Tonia is seeking approval to sign a lease agreement for the building across the street (26 S. Tyler) for Oct 1<sup>st</sup> as a temporary home for Public Health. Tonia toured the building with Public Health and they found it satisfactory. She is waiting on a bid for some small improvements. It's a two-year lease agreement. When we get USDA approval and have a sense of the early release dirt work we will have a place for them to go. Wendy asked if we have a place for Veterans Affairs and the Sanitarian? They are both moving to the Sublette Center annex. Dave Doorn noted that we need to thank Sublette Center for taking them in. The delegation agreement with the County will address providing them all a long-term place they can be housed.

Dave Bell moved and Wendy seconded that we sign a lease with Mad Antler. Motion passed unanimously.

**Creation of Quality Committee** – Dave Doorn said it's an interesting committee where you learn about Customer Service, compliance, quality, etc. It will include staff members and community members to give guidance to improve what we do every day in the Clinics. Tonia asked Wendy to head this up. And at the end of the year when the merge committee finishes then Tonia would like to join this Committee as well.

**Board Docs Discussion** – Kari and Brett Kershner compiled information to consider. BoardDocs is \$4000 per year and Kari got the \$1000 start up fee waived. Basecamp and Monday.com are cheaper options. Jamison spoke to the benefits of Board Docs, like a Cloud filing cabinet where any document you need is accessible at any moment. Different committees can have different places (there is also an Executive Content area) and as we grow as an organization Jamison thinks it's absolutely worth it. Jamison also mentioned it can cut down on FOIA requests, because the information is easy to find and keep updated. It makes for informed Board members as well, because the information is at your fingertips. Tonia spoke to SCSD #9's experience and she spoke highly of it. The Board Doc support system is fantastic. Wendy said the cost is high, but the paperwork can add up quickly. Kari pointed out that Board Docs is the only one with a public face and if we went with a cheaper option then the Board would need to pay Kari to try to build a website that holds all the public information. Also, a hospital has tons of public forms that will need to be housed on the website. Kenda said the efficiency we gain will make up for the cost. Tonia suggested that maybe we wait till USDA approval. Dave Bell recommended waiting till the first quarter of 2022. Everyone agreed. Kari mentioned that the forms are the website currently aren't the easiest to access, but we will have to accept that knowing that we are moving forward to something better.

**Nursing /Staff Shortages Discussion** – Tonia mentioned it has already been discussed and she reiterated that the board understands it’s an urgent situation. And to let the public know that we know we are shorthanded. The Board is working with the Admin team to address this in anyway possible.

**GCL – Terms approval.** Finance Committee reviewed the term sheet on interim financing for the construction loan and had no questions. The Board has had a chance to review it. Our attorney didn’t have any changes to suggest and Lorraine Werner is requesting that sheet.

Wendy motioned and Kenda seconded to approve the term sheet. Motion passed unanimously.

Records request. Abi Forwood our Attorney recommended putting a cost on these requests. Some are very extensive requests and it takes time away from providing care and time spent on normal duties. Abi recommended putting a fee on these to help recoup some of the cost. She shared what UW charges for FOIA requests. We’ve been asked for the entire USDA application (which is thousands of pages in dozens and dozens of parts), employee contracts, financial statements, etc. The board discussed and feels fine with charging some sort of fee. Dave Doorn will work on a fee scale and come back to the Board with details next month. Abbi gave us a good template to work with.

**Old Business**

- Approval of meeting minutes August 18, 2021  
Dave Bell motioned and Kenda seconded. Motion approved unanimously.
- Approval of Payroll and Bills  
Kenda motioned that we approve payroll and bills in the amount of \$733,277.06. Jamison seconded. Motion passed unanimously.

**Public Comment** – none of the folks on Zoom had comments.

**Executive Session: 7:53pm** Wendy motioned and Dave seconded to go into Executive Session. Motion passed unanimously.

**Personnel and Legal**

**Out of Executive Session: 8:33pm**

Jamison motioned and Kenda seconded to offer Dave Doorn a contract contingent on his final review and acceptance. Motion passed unanimously.

**Adjournment – 8:39pm**

\_\_\_\_\_  
Tonia Hoffman, Board Chair \_\_\_\_\_  
Date

\_\_\_\_\_  
Dave Doorn, Administrator \_\_\_\_\_  
Date