

Campbell County Health Board of Trustees

Gillette College – Board Room

October 28, 2021

8:00 AM

Members present:

Adrian Gerrits, Chairman
Alan Stuber, Vice Chair
Lisa Harry, Secretary
Kristina Leslie, Trustee

Randy Hite, Treasurer
Dr. Sara Hartsaw, Trustee
Tom Murphy, Trustee

Also present:

Jerry Klein, Interim CEO & COO; Mary Lou Tate, CFO; Dr. Barabas; Dr. Mansell; Natalie Tucker, CNO; Noamie Niemitalo, HR VP; Matt Sabus, IT; Diane Jackson, UCH; Grace Taylor, UCH; Tom Lubnau; Alison Gee; Brandi Miller

Call to Order

Mr. Gerrits, Chairman, called the meeting to order at 8:00 a.m.

Mission Statement

Lisa Harry read Campbell County Health's Mission Statement.

Vision Statement

Tom Murphy read Campbell County Health's Vision Statement.

Roll Call

Brandi Miller called the roll, everyone present.

Approval of Agenda

RANDY HITE MADE A MOTION TO AMEND THE AGENDA, ADDING AN ACTION SECTION AFTER EXECUTIVE SESSION. LISA HARRY SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

Preliminary Review of Audit Results

Rob Schile, Clifton Larson Allen(CLA) CPA, presented the preliminary audit results. Work continues to reduce the net days in accounts receivable. Days cash on hand has increased significantly. COVID-19 compounds financial challenges. CLA's team tested the internal security system. The team was able to gain entry into our system. CLA made recommendations to improve the system security. The CCH IT team is working to implement their recommendation.

September Financial Presentation & Ensemble Update

Ensemble Health Partners has been engaged to complete 2 scopes of work (SOW) over the next 90 days. SOW 1 is an end-to-end RevCycle assessment, including Acute and Physician Services, 90 day engagement, and Interim Management Oversight of front, middle, and back-end functions. SOW 2 is for Full Time Interim Staffing Services, including Coding, Billing & Follow-up, HIM, and CDM support for both Acute and Physician services beginning 11/1/2021.

Consent Agenda

The following items were approved as part of the Consent Agenda.

Approval of Minutes

- September 23, 2021 Regular Meeting Minutes

- October 11, 2021 Special Meeting Minutes
- October 14, Special Meeting Minutes

Policies for Review

- Board Conduct and Ethics
- Governing Body Ethics
- Orientation and Continuing Education
- Code of Conduct
- Corporate Compliance Program and Education
- Non-Retention Non-Retribution

ALAN STUBER MADE A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED. LISA HARRY SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

ACTION ITEMS

Medical Staff Appointment – Dr. Mansell shared the attached list that was recommended for approval by the appropriate Department Chairman, Credentials Committee, and Executive Committee.

SARA HARTSAW MADE A MOTION TO APPROVE THE MEDICAL STAFF APPOINTMENT LIST AS PRESENTED. LISA HARRY SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Finance Meeting

Items requiring Board Action from the October 25, 2021 Finance Committee Meeting. Charity care, Collections and Discharges amounting in \$2,186,367.11 was approved.

SARA HARTSAW MADE A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED. RANDY HITE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

INFORMATIONAL ITEMS

Chief of Staff Report – Dr. Mansell on behalf of Medical Executive Committee requested a provider lounge be created. MEC offered to help fund the project. MEC will suggest locations that will be discussed at the upcoming space planning meeting.

Chief Medical Officer – No updates.

CEO Report – Jerry Klein, Interim CEO, requested the Board's input and direction on his duties and parameters of his Interim CEO position. The Board directed Jerry to continue moving forward with projects that are currently in the works.

Jerry and the senior executives gave an overview of the current patient care situation, reasoning behind cancelling elective surgeries and increasing bed capacity (14 additional beds on 4 South).

Leadership continues to work on ways to show employee appreciation and recognition. Some items Leadership is working on include:

- Treat Cart
- Free Employee Lunch (11/4/21)
- Free Employee Dessert (11/9/21)
- Additional \$30/employee to be used by departments

IT Strategic Update – Epic

Matt Sabus, VP of Information Technology, presented the timeline and what to expect during the implementation of Epic. He reiterated that the implementation will affect every facet of the organization and is an Organization project, not an IT project. Advantages to moving toward Epic include better data and reporting, process alignment and efficiency, and standardization. The preliminary timeline is:

- Pre-work from November 2021-Summer 2022
- Workflow walkthrough and configuration from Summer 2022-Winter 2022
- User and System Readiness from Winter 2022-Spring 2023
- Training and Go-Live from Spring 2023-Summer 2023
- Go-Live in Summer 2023.

UCHealth Report

Grace Taylor, VP of Operations and Diane Jackson, UCH Director attended the meeting. Ms. Taylor shared an approximate timeline and update on the CEO search process. The Board and Administration were asked to create search Committee that includes physician and community involvement. Jerry was directed to create a list of possible members to share with the Board. The Board members that will serve on the search committee are Adrian, Lisa and Tom.

COVID Vaccination Mandate Update

Alan Stuber, Board of Trustees Vice Chair, reported that he has been in contact with Senator Barasso and Lummis. The Senators requested information on the potential impact a vaccine mandate would have on CCH. No mandate information has been released at this time.

iPro Presentation

Anthony Ronga, iPro representative, met with the Board via Zoom to explain the benefits of engaging iPro. iPro is a virtual Board education platform that allows Board members to complete Board education lessons at their own pace as well as choose from a variety of subjects. Lisa met with iPro representatives at the recent WHA conference and requested the Board have the opportunity to demo the program. Anthony will email a sample site along with a variety of 10-minute videos for Board members to review. The Board will discuss the program after having an opportunity to sample the program.

EXECUTIVE SESSION

The regular meeting recessed into Executive Session at 1:14 pm.

LISA HARRY MADE A MOTION TO ENTER INTO EXECUTIVE SESSION AT 1:14 PM. SARA HARTSAW SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

ALAN STUBER MADE A MOTION TO COME OUT OF EXECUTIVE SESSION AT 3:51 PM. TOM MURPHY SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

ACTION ITEMS AFTER EXECUTIVE SESSION

Interim CEO Compensation

Mr. Klein was asked to keep CCH contracts and/or projects moving forward and complete the items that can be completed during his Interim CEO tenure. Jerry will continue his COO duties while being Interim CEO.

TOM MURPHY MADE A MOTION TO APPROVE A 20% WAGE INCREASE WHILE JERRY KLEIN IS IN THE INTERIM CEO POSITION. WHEN A CEO IS NAMED JERRY KLEIN WILL BE INVITED TO RETURN TO THE COO POSITION. LISA HARRY SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

Hospice House – Proposal from Northeast Wyoming Community Health Foundation

A proposal was submitted to the Board from the Foundation's attorney requesting:

- Closing the Hospitality Wing of Close to Home
- CCH to winterize the upper level of the Close to Home building
- CCH to be responsible for utilities in the upper level of Close to Home moving forward
- CCH consenting to remove the Foundation Program Coordinator from assisting with the CCH Hospice department and relieve CCH from any and all obligations for reimbursement of the

Coordinator's salary.

At the Foundation's recent meeting Mr. Gerrits was told the Foundation would be removing CCH CEO and CCH Board Chair from the Foundation's Board.

Accepting the Foundation's proposal to dissolve the relationship with CCH, the service agreement and Hospitality House agreement will confirm that the Hospice House will not reopen as it was previously.

ALAN STUBER MADE A MOTION TO ACCEPT THE PROPOSAL FROM THE NORTHEAST WYOMING HEALTHCARE FOUNDATION TO TAKE THE FOLLOWING STEPS: 1. CONSENT TO THE FOUNDATION'S PROPOSAL TO REMOVE THE FOUNDATION PROGRAM COORDINATOR FROM ASSISTING WITH THE CCH HOSPICE DEPARTMENT AND RELIEVE CCH FROM ANY AND ALL OBLIGATIONS FOR REIBURSEMENT OF THE COORDINATOR'S SALARY. 2. CONSENT TO THE FOUNDATIONS PROPOSAL TO CLOSE THE HOSPITALITY WING. 3. CONSENT TO THE FOUNDATION'S PROPOSAL THAT THE UPPER LEVEL OF THE BUILDING BE WINTERIZED, AND 4. CCH WILL ACCEPT THE COST GOING FORWARD OF THE UPPER LEVEL UTILITIES. SARA HARTSAW SECONDED THE MOTION.

Discussion:

The Board would like to see the Hospitality House reopen in the future and will assist in any way possible.

Hospitality services will continue to be offered through the Legacy.

MOTION CARRIED UNANIMOUSLY.

The regular meeting adjourned at 4:11 pm.

The next regularly scheduled Board meeting is December 2, 2021.



Lisa Harry, Secretary



Brandi Miller, Recorder