

Campbell County Health Board of Trustees
Regular Board Meeting – CCH 5th Floor Classroom
May 23, 2024
5:00 PM

Members present:

Alan Stuber, Chair	Randy Hite, Trustee	Sara Hartsaw, Trustee
Tom Murphy, Vice Chair (Virtual)	Mark Hoskinson, Trustee	John Mansell, Trustee

Also present:

Matt Shahan, CEO	Dawn Hodges, CHFRO	Mike Smith
Natalie Tucker, CNO	Tanya Allee, Patient Experience	Norberto Orellana, Marketing
Tom Lubnau, CCH Attorney	Diane Jackson, UCHHealth	Heather Edwards
Adam Popp, CFO	Bree Richardson, Marketing	Derek Friedlan
Dr. Robert Neuwirth, COS	Director	

Pledge of Allegiance

Call to Order – Chairman Stuber, called the meeting to order at 5:00 p.m.

Mission Statement – Trustee Stuber read Campbell County Health's Mission Statement.

Vision Statement – Trustee Stuber read Campbell County Health's Vision Statement.

Roll Call – Matt Shahan called the roll.

Approval of Agenda

TRUSTEE MANSELL MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE HITE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

Consent Agenda

TRUSTEE HITE MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. TRUSTEE MANSELL SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

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

- Minutes – April 25, 2024, Spring Retreat
- Minutes- May 20, 2024, Finance Committee
- Medical Staff Appointments

Recognitions and Presentations

Recognitions:

- Jamie Kay—Executive Assistant
- BEE Award—Jessica Boyd
 - Non-Nursing recognition
 - Jessica is very passionate; leads and chairs many boards and committees.
 - Founder of the Social Club
- Patient Experience Week 2024
- EMS University
 - Over 250 registrations, UCHHealth was present; for the first time ever a Cadaver Lab was held, overall, a hugely successful event.
- Hospital Week

- Various activities held throughout the week by the Social Club, Sundae Bar and Qdoba Lunch/Dinner served by Executive & Leadership.
- Kudos to Respiratory Therapy Team
 - Patient taking the time to send a letter of thanks to CCH is reflective of the Respiratory Team as a whole.

New providers:

- Jacklyn Baker, NP—Walk In Clinic

PUBLIC QUESTIONS OR COMMENTS --Gillette Resident, Jack, shared his experience as a patient in the Cath Lab and ultimately having to be transferred out to receive the care needed. He asked the board to clarify the procedures, availabilities, and timeliness of transfers if they are to take place. Jack shared the publish impression that the Cath Lab is not open or being used more than 60% of the time. The Board of Trustees will meet with Administration to answer public questions or concerns and follow up at the next board meeting.

ACTION ITEMS

Capital Requests—Cath Lab submitted a Capital Request for consideration to purchase an AC3 Optimus Intra-Aortic Balloon Pump System (IABP) in the amount of \$61,450.00. Currently there are two (2) in house, however both will reach end-of-life this calendar year. This is a lifesaving device that is not utilized often, making ROI difficult to calculate.

TRUSTEE MANSELL MOVED TO APPROVE THE CAPITAL REQUEST IN THE AMOUNT OF IN THE AMOUNT OF \$61,450.00 TRUSTEE HARTSAWSECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

April 2024 Financials –April bad debt and charity totaled \$3,010,176.17.

TRUSTEE HARTSAW MOVED TO APPROVE THE APRIL BAD DEBT AND CHARITY CARE IN THE AMOUNT OF \$3,010,176.17. TRUSTEE HOSKINSON SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

Financial Discussion –

Acute admissions of 192 for April were fairly consistent with the prior month at 198. Acute Patient Days were higher than the previous month by 47 (634 to 587). The Acute Length of Stay calculation was up slightly compared to last month but reflected better than year-to-date. Legacy resident days were slightly down in April compared to the prior month. However, YTD resident days are 3.5% higher than last year. Newborn admissions were down at 51 compared to last month at 62. Total Surgical cases of 282 were flat compared to the prior month of 283. Total Surgeries are approx. 12.5% higher on a year-to-date basis comparing current year actuals to the prior year. There were 15 robotic cases in April, bringing the YTD total to 56 since November. Emergency room visits were down compared to prior month (1,669 to 1,718). Overall, Clinic visits increased by 4%, April over March, to 9,300 and are up by 2% compared to this time last year. X-ray reported April as their busiest month during fiscal year 2024, reflecting 19% increase compared to March (2,112 to 1,771). Further discussion ensued regarding Acute Admissions, Cath Lab and EMS runs reviewing the year-over-year volumes.

Days cash on hand is 111. Total Gross Patient Revenue for April was \$34.5M, down slightly when to March of \$35.5M. Total Operating Expenses were \$19.1M. Operating income for April was (\$3.4M) with YTD reflecting (\$33.6M). Month-end Revenue in Excess of Expenses was (\$1.8M).

TRUSTEE MANSELL MOVED TO APPROVE THE APRIL FINANCIALS AS PRESENTED. TRUSTEE HARTSAW SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

Financial Lookback-

At previous meeting Trustee Hoskinson requested information on the percentage of bad debt that is turned over to collections that is collected. Adam presented that roughly 8.5% of the bad debt that is turned over to collections is collected. This particular area will be addressed in more detail after the start of fiscal year.

Chairmans Report – Chair Stuber is working with CEO Shahan to prepare the public for the large amounts of work that goes into the preparation of the New Fiscal Year Budget. The Board looks forward to the budget presentation.

To date, the Mill Lévy, Bad Debt and Charity are all improved greatly. The budget is an exciting tool to see how an organization is progressing and where it can be expected to go.

Chief of Staff Report – No Report

CMO Report – No Report

UCH Update – UCH continues working with CCH leaders on the EPIC implementation teams.

CFO Report—Adam Popp provided the following update:

Pathology-- has submitted plan for the remodel to the State of Wyoming. Materials-- Regarding the Pyxis Machines, previous inquiries into replacement of the machines were excessive, however a software update will be at no cost. Laundry's small folder has been replaced and which is hugely helpful. The Epic reboot has started and the A/R Teams and the to dos and due dates re coming up. Medical records has partnered with MRO to allow the patient to request access their medical records electronically. The Budget is a bit behind, however it is still expected to present the Budget two times by the end of June. CFO Popp gave kudos to the accounting departments, especially the managers as they have done a great job on the initial budget preparations. Behavior Health grant updates have been sent in. Executives are working to identify architects and contractors to begin Second Street building preparations and electronic plans. The transition and purchase went very smooth. CEO Shahan clarified that the expected occupancy of the Second Street building was not expected until June, however CCH was able to take occupancy over one month early. CFO Popp gave Kudos to Shannon Sorenson, along with the outlier facilities in Hulett and Wright. They have been exceptionally busy and have done a great job keeping up.

CHRO Report- Dawn Hodges provided the following update:

Human Resources hired 13 new employees, lost 16 employees, 101 positions remain open, the large jump from about 70 last month is in large part due to taking on recruiting for Legacy. Travelers at both CCH and Legacy have been reduced with 20 at CCH, 7 onboarding in the next two weeks, and 14 travelers with 8 on boarding at Legacy in the next two weeks. The UKG Human Resource HRIS system rebuild has been completed. The implementation of the five modules that were previously purchased will begin now that the foundation has been completed. Biggest change overall is that CCH has changed all the vendors and brokers for the benefits. This change will be beneficial for CCH and the community. The Annual Surveyors are exiting Legacy this evening; Legacy also has had a Life Safety Survey this week. Legacy is focusing on economies of skill in kitchen and materials management. The gift shop has been closed and it will be reopening with a focus on residents' needs. Profession Development is working on a mass casualty drill that will take place on June 7. Childcare currently has 30 children signed up for the summer program compared to last year's 20 kids.

CNO Report- Natalie Tucker provided the following updates:

Social Determinants of Health was not required for 2023, however 2024, we will have to attest that we meet the categories of assessing all our inpatient areas for food insecurity, housing instability, transportation needs, utility difficulties and interpersonal safety. A team consisting of Case Management, all the inpatient units, IT, Quality and Patient Experience have been working to make sure that we have the ability to assess and also audit those. The last audit that we did, we had 100% completion. Safe Care is a State initiative that Maternal Child, Case Management, and Quality are implementing geared toward new families and newborns and making sure they have the resources that they need and offer referrals if necessary. Quality Assurance Performance Improvement (QAPI) is a CMS requirement. At the beginning of FY24, the board chose to focus on Workplace Violence, Specimen Labeling, and Employee Injuries. Since January there have been 16 instances of workplace violence, all but one was a patient vs. employee incident. The specimen error rate has been .009% and pathology labeling error rate is .165%. The national benchmarks are between .1-5%. Quality reviews every incident related to CCH. Pharmacy is working a project of UPS 800, which take protective measures from exposures while mixing medications. Respiratory Therapy & Sleep Lab have been reaccredited until 2029 and they will have an on-site survey in the next few months. Recently we have met with our local State Legislatures regarding assisting our patients on to their next destination, patient placement, guardianships, conservatorships, and Title 25s.

CEO Report – Matt Shahan provided the following updates:

WREMS monthly meeting 5/24/24 to continue to monitor the parts of that organization and functionality with CCH and Sheridan Memorial Hospital. Continue to work well together. When equipment breaks, we can shift equipment between the garages and that really helps things run smoothly. Rural EMS is difficult, and this relationship has worked out well for both communities. Next month we will have updated financial information and statistics on how things are going in Sheridan. Provider recruitment: in the next four to five months, we have nine new providers joining CCH. Two new APPs joining cardiology and complex med, two new anesthesiologists, a pediatrician, family medicine doctor, internal med, family practice and another psychiatrist joining CCH in Behavioral Health; all before end of September.

Chairman Stuber inquired about an update from last month regarding the Camporee. CNO Natalie Tucker relayed on June 7, 2024, a weather disaster drill will take place and following that there will likely be new process to discuss. There are very frequent planning meetings that CCH and EMS are a part of.

Chairman Stuber requested that CCH Marketing create a flyer to post on social media on how our community can prep for the Camporee. For example, refilling medications sooner, transportation preparation for medical appointments, getting groceries in advance, etc.

The regular meeting recessed at 6:22 PM to enter Executive Session.

EXECUTIVE SESSION

TRUSTEE MANSELL MOVED TO ENTER INTO EXECUTIVE SESSION AT 6:40 PM TO DISCUSS MEDICAL STAFF MATTERS PURSUANT TO W.S. 16-4-405(a)(ix) AND W.S. 35-2-618, AND CONFIDENTIAL PERSONNEL MATTERS AND ATTORNEY CLIENT INFORMATION PURSUANT TO W.S. 16-4-405(a)(ix) AND W.S. 1-12-102 AND W.S. 16-4-405(a)(vii). TRUSTEE HARTSAW SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

TRUSTEE HOSKINSON MOVED TO COME OUT OF EXECUTIVE SESSION AT 7:08 PM. TRUSTEE HARTSAW SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

The meeting adjourned at 7:09 PM. The next meeting is scheduled for June 27, 2024.



Tom Murphy, Vice-Chair



Jamie Kay, Recorder