

## **Campbell County Health Board of Trustees Board Meeting**

June 27, 2024 5:00 p.m.

# **Minutes**

### **Our Mission**

Serving our community by providing a lifetime of care with dedication, skill and compassion.

### **Our Vision**

CCH will be the first choice for healthcare and wellness in Wyoming by providing Excellence Every Day.

#### **Our Values**

Care: Relentless Pursuit of Safety and Quality

**People**: Fairness and Dedication **Service**: Care and Compassion

Business: Fiscal Responsibility with Integrity and Transparency

Our Meeting Non-Negotiables: Be prompt and present; be kind and collaborative; We Are CCH.

Meeting Purpose: To provide updates, deliver announcements, solicit feedback, and share information, connect and engage.

**Estimated Meeting Length:** Facilitator: Minutes: Jamie Kay Timekeeper: Jamie Kay Location: 5th Floor Classroom Attendees (including designated titles) ☑ Alan Stuber, Chairman 図 Robert Neuwirth, MD □ Julie Ieronimo ☑ Tom Murphy, Vice-Chair ☐ Attila Barabas, MD ☑ John Adams, Legacy ☑ Randy Hite, Treasurer □ Derek Friedlan ☑ Bree Richardson, Marketing Director ☑ Bill Rice, Secretary ☑ Norberto, Orellana, Marketing **⊠Shane Kirsch**  Sherry Bailey ☑ Mark Hoskinson, Trustee □ Lonnie Schell □ Dessie Hoxie ☑ Dr. Chweh ☑ Matt Shahan, CEO ☑ Adam Popp, CFO □ Cass Hurley ☑ John Houk, DO □ Dianna Moore ☐ Natalie Tucker, CNO ☑ Dawn Hodges, CHFRO 



Call to Order	
Pledge of Allegiance	Chairman Stuber called the meeting to order at 5:00 p.m.
Mission Statement Vision Statement	Chairman Stuber read the Campbell     County Health's Mission & Vision     Statement.
Roll Call	CEO Shahan called the roll.
Approval of Agenda	<ul> <li>Trustee Rice moved to approve the agenda as presented. Trustee</li> <li>Mansell seconded the Motion.</li> <li>Motion carried unanimously.</li> </ul>
Consent Agenda	<ul> <li>Trustee Hite moved to approve the consent agenda as presented. Trustee Mansell seconded the motion. Motion carried unanimously.</li> <li>The following items were approved as part of the consent agenda: <ul> <li>Approval of Minutes—5/24/24</li> <li>Approval of Finance Committee Minutes</li> <li>Approval of Med Staff Appointments</li> <li>Quality Committee Minutes—6/12/24</li> <li>Facilities Committee Meeting Minutes—6/20/24</li> </ul> </li> <li>Board Committee</li> </ul>
	Meeting Minutes

W. Are CCH



	(Only Months with a Meeting)  • Hulett Advisory Board  • Wright Advisory Board  • Legacy Advisory Board  • Community Behavioral Health Steering Committee –June 20, 2024  • WREMS  • Miner's Board  • Joint Committee  • Physician Recruitment and Retention  • CEO Compensation Committee  • Board Bylaws  • Board Scholarship  • Kid Clinic Advisory Board	
	Please work with Jamie to coordinate minutes to be included in the future Consent Agendas.	
WE are CCH Recognition		
WE are CCH Recognition  Brittany Thrall, APRN  Stacy Lepsch, APRN	New Providers:  Brittany Thrall joined Cardiology.  Stacy Lepsch joined Complex Med.	

	Decembries.
	Recognition:
Sherry Bailey	Sherry Bailey is moving to PRN after
	33 years. Sherry was presented with
	a plaque and gift card. Sherry shared
Y	a few words of appreciation of her
	family and co-workers who have
	become family.
Senior Center &	The Executive Team served lunch at
Breakfast for	Senior Center and Breakfast with the
Veterans	Veterans. Moving forward we will
A C f C I WI I I	extend the invitation to the board.
New Leaders	extend the invitation to the board.
New Leaders	Limbials of the Nieux Landons within
	Highlighted the New Leaders within
	CCH.
Dianna Moore	Dianna Moore—received the IBCLC
International Board-	Care Award; Wyoming is the only
Certified Lactation	facility to receive this award. Great
Consultant Care Award	Work!
Consultant care Award	WOIK:
Sleep Care Center	Sleep Center—Recently Reaccredited
Accreditation	Dessie and Alexis recognized for all
	their hard work.
	The level of care CCH provides the
	community will continue to be
	celebrated.
	Celebrated.
Senator Barrasso's	Senator Barrasso—Signed a
Hospital Week	Resolution celebrating National
Resolution	Hospital Week.
I/esolution	1 103pital Week.



Public Questions or Comments	•	
Cath Lab Follow-Up		CEO Shahan discussed the follow up form the May's Public Comment regarding the Cath Lab. An article and additional information have been published on the CCH website.
Discussion Items		
Budget Updates		<ul> <li>Timeline of the Budget—Initial draft has to be published before it is talked about publicly. The first draft will be published on Tuesday, July 2, 2024. It will be reviewed next week, July 8 Finance Committee Meeting and Exec Team (closed door). July 11 will be the first public reading and July 18 is the Statutory deadline to have the budget approved.</li> <li>Please Note: The Published budget is not the final budget it is a draft.</li> </ul>
WHA Annual Meeting— Casper August 27-28, 2024		Wyoming Hospital Association     Meeting—if Board members want to     attend let Jamie know and we will     take care of logistics.
Action Items		

W. Are CCH

Finance Report Out and	Acute admissions of 190 for May	
Approval	were fairly consistent with the prior	
	month at 192. Acute Patient Days	
	were higher than the previous	•
	month by about 14% (725 to 634).	
	With relatively same number of	
	Acute admissions, Acute Length of	
	Stay calculation was up slightly	
	compared to last month due to	
	higher length of stays. Legacy	
	resident admissions were up this	
	month at 19 compared to 9 in the	
	month of April. However, resident	
	just slightly lower in the month of	
	May at 3,512 compared to April's	
	3,539. Outpatient Mental Health	
	visits were lower the month of May	
	at 1,541 compared to 1,778 in April.	
	Newborn admissions were down at	
	46 compared to last month at 49.	
	Total YTD Surgical cases are 3,074,	
	an increase of 12.2% compared to	
	previous year's YTD Surgical Cases,	
	2,740. Total Surgeries are approx.	
	27% higher than May of 2022. Cath	
	Lab Procedures were up for May at	
	79 compared to 70 in April.	
	Emergency room visits were up	
	compared to prior month (1,849 to	
	1,669) an 11% increase month over	
	month. EMS Ambulance runs as a	
Ì	whole is higher in May compared to	
	April. Dialysis visits increased to 456	_

V	in the month of May compared to 410 in April. Overall, Clinic visits were down to 8,957 from 9,291 in the previous month, however Complex Med visits increased to 600 in May compared to 509 in April. Radiology continues to see an overall increase in procedures month over month. Further discussion ensued regarding Acute Admissions, Cath Lab and EMS runs reviewing the year-over-year volumes.	
	Discussion regarding the break even point on the Robot—Essentially three cases per month pay for the service CCH has purchased.	
	Discussion regarding the Kid Clinic and Audiology Clinics; providers for both are being actively recruited. It was pointed out that the CCH Pediatrics clinic is taking care of patients that normally would have been seen at the Kid Clinic. At this time the patients of the Kid Clinic are being rerouted to CCH.	
	Discussion regarding May having three pay periods; and Cash on Hand days being reduced due to the third pay period.	



Information Items	May 2024: Charity \$491,342.99; Bad     Debt \$1,379,012.53; Grand Total     \$1,870,355.52.
<ul> <li>Chairman's report</li> <li>Chief of Staff Report</li> <li>UCHealth Report         <ul> <li>CFO Report</li> <li>Departments</li> <li>Report Out</li> </ul> </li> </ul>	<ul> <li>Nothing additional to recent discussions.</li> <li>No Report</li> <li>No Report</li> <li>Kudos to the Accounting Team— They have done a great job going through the Budgeting Package with the Directors and Managers of each department.</li> <li>Julie Ieronimo and Sara Pence have done a lion share of work preparing the Budget.</li> <li>Materials and Accounting—Annual Inventory complete; counting and keeping supplies moving to the various departments.</li> <li>Garage Elevator fixed last Friday. Waiting on Parts to fix the Staff 3<sup>rd</sup> elevator.</li> </ul>

CHRO Report    Departments     Report Out	<ul> <li>Coordination of Teams to do soft opening with Allergy Clinic. To allow processes fixed and lined out. There is a waiting list for patients.</li> <li>ChildcareSchool Age Summer Program has 34 kids enrolled, which is up from 17 last year.</li> <li>Daily census is 98-114 children a day in daycare.</li> <li>Employee Health &amp; SafetyLegacy—When Legacy went under</li> </ul>		
	<ul> <li>Vivage, all Employee Health and Safety was switched to them; CCH-HR is currently working to bring Employee Health and Safety back to CCH.</li> <li>CCH is taking Legacy's New Hire Screenings and Employee Hotline back over.</li> <li>Patient Experience—2719 Customer Service Contacts in the last week; closed 10 grievances; 23 open and 0 grievances to have gone beyond 30 days open.</li> </ul>		

<ul> <li>Professional Development—is working to incorporate feedback on an After-Action Plan from the 6/7 Disaster Drill.</li> <li>Professional Development graduated a class of 25 CNAS; and 13 phlebotomists.</li> <li>Professional Development is currently working on a special CNA class for Legacy on July 8.</li> <li>Currently CCH has 141 open position; 90 at CCH; 51 at Legacy, 44 employees on FMLA LOA;</li> <li>In May CCH hired 15 people but lost 20 employees.</li> <li>Discussion regarding employees leaving CCH; about 1/3 are retirements; 1/3 are moving; and 1/3 are leaving to competitors in town.</li> <li>CCH open enrollment went really well considering all the benefits changes made.</li> <li>Employee Evaluation Rewrite is still</li> </ul>
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	UKG rebuild is complete and the
	modules will be built out.
Legacy Update	Legacy census is 114.
	Legacy hired an onsite HR person
	hired a few months ago and CCH and
	Administrator John Adams are
	progressing on training.
	LID at CCI are conducting file guidits
	HR at CCH are conducting file audits     and process audits to help ensure
	that Legacy's HR Department
	processes are in place.
	CHRO Hodges is working with
	Administrator John Adams to identify
	some economies of skill to help save
	on overhead.
CNO Davida	This are any main a could in Amendation of
CMO Report	Things are going well in transition of figuring out where Dr. Houk is fitting
	in.
	Appreciate all of the help and
	support staff, Chief and Chief Elect
	have shown to help CMO Houk to
	get feet on the ground.
	CMO Houk is re-engaging with  Physician Load archive Council  The spirit of the spirit Council  The spirit of the spirit Council  The spirit of the spi
	Physician Leadership Council—
	quality and metrics and what we want to value and get better on.
	want to value and get better on.

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	<ul> <li>Title 25 discussionsinvoluntary retention for psychiatric cause—are continuing. There are several things to fix and work through within the process.</li> <li>Kudos to Dr. Brittney Goeken-recognized by her peers—regarding a very complex case she worked on and her excellent performance.</li> </ul>			
CEO Report	CCH continues to work with WREMS			
•	expanding; due to proximity to the			
WREMS	Big Horn Mountains expansion into			
	wildland rescue training; applying grant money to purchasing some			
	equipment.			
	Continue working on the financial			
	aspect of working with three organizations. CFO at Sheridan			
	Memorial and CFO Popp have met			i
	and will continue to be in			
	<ul><li>communication.</li><li>WREMS continues to be a bright spot</li></ul>			
	for our organization.			
	There are a lot of events and standby			
	at events in the communities that			
	WREMS will be at and represent.			
PRSC	PRSC continues to be busy, there was			ı
	an issue last week that resulted in			
	some cancelations, but many			
	procedures were moved to CCH.		<u></u> ,	

Camporee	<ul> <li>Camporee—Continue to plan for Camporee; internal meetings; schedules are being adjusted—WIC/ER; want to make sure that schedules are covered; more info will be shared to community and their preparation.</li> <li>The risk management representative was at the drill on 6/7; they were very happy and impressed with the planning our community has put in.</li> </ul>	
Other Recognition	A couple of weeks ago—C-Suite met with a family that expressed and outpouring of gratitude of EVERYONE in the organization; there was not an area of the facility that was not recognized. The family could not choose a single person to nominate for the Daisy Award.	
Other Discussion	<ul> <li>Discussion regarding the progress of the 2<sup>nd</sup> Street Building. Working on prerequisites of planning; lots of work taking place behind the scenes; hoping to complete some work inhouse to reduce costs.</li> <li>Architect is meeting with some General Contractors.</li> </ul>	

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	<ul> <li>Discussion regarding Physicians coming into Gillette and where they will be located and if there is enough space. CEO Shahan discussed that CCH is doing well on space; and CCH is getting all the necessary inspections to move forward.</li> <li>Discussion regarding EPIC and timing due to several IT positions leaving.</li> <li>CEO Shahan discussed meeting weekly with IT and hardware; we are working to align our systems with UCHealth; IT Resources related to</li> </ul>
	Epic locally are in place at CCH.  Regular Meeting Recessed at 6:12 p.m.
	to enter Executive Session.
Executive Session	Trustee Hite moved to enter executive session at 6:12 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)(ii), (vii) and (xi) and W.S. 1-12-102. Trustee Rice seconded the motion. Motion carried unanimously.
	Trustee moved to come out of Executive Session at 8:20 p.m.

Expectation Legend: FYI – For Information; FD – For Discussion; FA – For Action; DM – Decision Needs to be Made

When CCH



Trusteeseconded the Motion.	
Motion Carried Unanimously.	
The Meeting adjourned at 8:21 p.m.	

Next Meeting (date/time): July 18, 2024 at 5:00 p.m.

Bill Rice, Secretary

Jamie Kay, Recorder