



Board of Trustees Meeting

Regular Meeting

1.26.2023

Minutes

10:00 am

Members Present:

Rod Waeckerlin, *President*
Mark Kostovny, *Vice President*
Jerry Steele, *Secretary*
Garry Goergen, *Treasurer*
Lisa Engstrom, *Member*

Absent Members:

Administration:

Ken Harman, *Chief Executive Officer*
Jon Smith, *Chief Financial Officer*

Guests:

Abbi Forwood, *Legal Counsel* (via phone)
Lena Moeller, *Legal Counsel* (via phone)
Woody White, *QHR, VP Finance*

Rod Waeckerlin, President, called the Memorial Hospital of Carbon County Board of Trustees meeting to order at 10:008 am. The Pledge of Allegiance and a moment of silence in recognition of Tyeler Harris, our fallen EMT, and Tiffany Gruetzmacher followed.

Approval/Amendment of Agenda:

President Waeckerlin decided to move item #19. Open Discussion/Citizen Participation, to take place after item #5. Employee Recognition, due to the interest of the QHR Proposal matter presented to the Board of Trustees on December 15th, 2022.

Mark Kostovny made a motion, and Lisa Engstrom seconded the motion to approve the agenda as or amended. Motion carried unanimously.

Approval of Board of Trustees Open Session Minutes from December 15th, 2022.

Mark Kostovny made a motion, and Jerry Steele seconded the motion to accept the minutes from the regular meeting on December 15th, 2022 as presented. Motion carried unanimously.

Employee Recognition presented by Rod Waeckerlin, Board President:

- President Waeckerlin recognized Josefina as January Employee of the Month and Brittany Bracken as the Supervisor of the Quarter. Josefina and Brittany represent the heart of MHCC by continually going above and beyond to help others.

At this time, President Waeckerlin called for those who wish to speak openly to the Board of Trustees, to enter the boardroom. Mr. Harman requested for attendees on Zoom to put their questions, comments concerns in the Zoom chat box and we will address any notations in order.

Open Discussion/Citizen Participation:

- At this time, several employees spoke directly to the Board of Trustees. Some employees provided letters in writing to the board. For further details, please reference the letters provided with these minutes.

Prior to the Medical Staff report, the Board decided to move onto the Financial Report.

Financial Report presented by Jon Smith, Chief Financial Officer:

- Before Mr. Smith presented the Financial Report to the Board, he expressed his thanks to the Board for the support provided during his time here. Mr. Smith stated his transition is not related to the QHR Proposal, but instead had health concerns he needs to address. Mr. Smith echoed the same message provided by those employees who spoke to the board earlier in the meeting.

Mr. Smith presented the December financials. He stated that we are still trying to recover from the devastating financial loss in July 2022. There has been a slowdown in some departments due to the EHR transition and although slow progress is being made to fix workflow, build or education issues, the bottom line is still being impacted. Departments are continuing to work through their Cerner Service Request (SR) tickets to address the above problem areas. There are still some areas that are producing strong revenue streams, even with the conversion, but for some reason, cash is only still trickling in. MHCC is still working in collaboration with QHR (Resolution billing) and Savista (coding).

Mr. Smith wanted to bring an item to the Board attention: a check paid to MHCC from our insurance for the loss of vaccines and medications that were held in the Pharmacy. Mr. Smith stated the Pharmacy's fridge died and as an obvious result, caused the medications to go out temperature range. When this happens, the medications can no longer be used and must be considered "wasted".

Mr. Smith states that expenses continue to be down. The increase in travelers are keeping up from making more improvements in this area. Also, the Retention Bonus provided by Governor Gordon increased expenses slightly as well.

The DNFB (Discharged, Not Final Billed) is currently sitting at 9 days. Mr. Smith stated that although we are still having charge issues with the new EHR, he feels the facility still made the right choice to move to on system and that we must accept changes to move forward.

President Waeckerlin thanked Mr. Smith for his report and is happy we are in the black. Mr. Steele also thanked Mr. Smith for his service over the years.

Lisa Engstrom made a motion, and Mark Kostovny seconded the motion to approve the financials for period ending December 31st. 2022 as presented. Motion carried unanimously.

Before approving the vouchers, the board had a discussion about the amount of vendors MHCC has and the associated cost of those vendors.

There was also a brief discussion about the Revenue Cycle workflow and some interest was expressed to possibly have the Board "walk through" the workflow from start to finish so they can better understand the process. Mr. Smith stated he could also provide a workflow on paper that will allow for the Board to see each step of the process.

Mark Kostovny made a motion, and Jerry Steele seconded the motion to approve the vouchers for period ending December 31st, 2022 as presented. Motion carried unanimously.

Medical Staff Report presented by John Lumb, MD, Chief of Staff:

- Before Dr. Lumb presented his report, Mr. Harman thanked and praised him for a job well done on a surgery performed the week before.

Dr. Lumb stated the Medical Executive Committee was uneventful. The committee reviewed and discussed provider files that were up for reappointment and made their recommendations to the Board.

Discussion: There was a discussion about the skill set and experiences of the current Scrub Techs in the OR. Dr. Lumb expressed he is feeling an improved level of comfort with the Scrub Techs. Discussion was had about the length of time it took for Scrub Techs to become skilled in their practice. Leadership was praised for their hard work with the changes being made in the OR. There was a question regarding the cost to grow the orthopedic program. At present time, we have adequate staffing for growing services and therefore should not need to grow staff in the OR until the amount of surgeries significantly increase. Dr. Lumb expressed excitement to grown orthopedic services.

A brief discussion about previous infection rates was had; no infections to date have been reported.

The OR humidity levels were inquired about; they have been stable since the installation of a new control system.

Motion to Recess Board of Trustees Public Meeting to go to Executive Session:

Lisa Engstrom made a motion, and Mark Kostovny seconded the motion to move the Board of Trustees to Executive Session. Motion carried unanimously.

Recess Board of Trustees Public Meeting for Executive Session:

Jerry Steele made a motion, and Lisa Engstrom seconded the motion to recess the Board of Trustees Public Meeting for Executive Session at 11:07 am. Motion carried unanimously.

The Board convened to Executive Session at 11:07 am to discuss personnel issues and to consider or receive any information classified as confidential by law.

Resume Board of Trustees Public Meeting:

Mark Kostovny made a motion, and Lisa Engstrom seconded the motion to resume the Board of Trustees Public Meeting at 3:12 pm. Motion carried unanimously.

Due to the inclement weather, President Waeckerlin asked to move items #18. New Business and #13. Corporate Compliance Report ahead of item #10. Consent Agenda, so those who need to leave the meeting early can.

New Business:

- Prior to moving into items a. – d., President Waeckerlin thanked the employees for their dedication to MHCC; no decision can be made about the proposal yet as there will need to be additional contract negotiations with QHR, but no employees will be rebadged as QHR employees. Employees will remain MHCC employees. Vice President Kostovny also took time to speak to the staff and stated the

Board heard many extremely passionate pleads. Mr. Kostovny wanted to point out that the Board never voted to lay off employees through COVID or the major floods that caused department closures. The Board and Administration found ways to keep employees working at their normal rates the entire time and stated that is one example of how the Board has been supportive of the employees. Mr. Kostovny communicated that loyalty is a two way street and used the Health Fair cut backs and restructuring due to lack of employee engagement as an example of the lack of support from staff. He stated the Board would like to see the same loyalty returned.

- 2021 Health Trust Annual Disclosure, Ken Harman, *Chief Executive Officer*
Mr. Harman reviewed the Annual Disclosure with the Board. He pointed out the overall savings MHCC had for being a health trust participant through QHR. He also discussed possible savings other vendors could have for participating in this program as well.
- Shift Differential Policy, Jon Smith, *Chief Financial Officer*
Mr. Smith shared the updated pay rates, days and times the shift differential covers. There was a lengthy discussion about the pros, cons and financial impact this change would make.

Lisa Engstrom made a motion, and Jerry Steele seconded the motion to accept the Shift Differential Policy as presented. Motion carried with four votes in favor of and one vote against the policy.

- **Credentialing:**

1. Ahmad Alqaqa’A, MD (Cheyenne Cardiology) - Recommend Reappointment to Courtesy Staff
2. David Cameron, MD (MIA Radiologist) – Recommend Reappointment to Courtesy Staff
3. Roderick Willmore, MD (MIA Radiologist) – Recommend Reappointment to Courtesy Staff
4. Jakub Stefka, MD (Summit Pathology) – Recommend Reappointment to Courtesy Staff
5. Lincoln Westfall, DO (MHCC FPC) – Recommend Reappointment to Active Staff
6. William Randazzo, MD (Direct Radiology) – Recommend Appointment to Telemedicine Staff
7. Shana Eaglefeathers, DO (Hospitalist) – Recommend Appointment to Active Staff
8. Brian Quigley, MD (QLER Psychiatry) – Recommend Full, Unrestricted Telemedicine Staff Membership
9. Andrew Smith, MD (QLER Psychiatry) - Recommend Full, Unrestricted Telemedicine Staff Membership
10. Stephen Hurwitz, MD (QLER Psychiatry) - Recommend Full, Unrestricted Telemedicine Staff Membership

Mark Kostovny made a motion, and Jerry Steele seconded the motion to accept the Medical Executive Committee’s recommendation to approve credentialing privileges for the individuals listed above and as presented. Motion carried unanimously.

Consideration and/or approval and additional Board business

- **Employment Contracts**

1. Dr. Mary MacGuire PRN Employment Contract, Renewal
2. Joe Skinner, CRNA Locums Employment Contract, New

3. David Taylor, CNRA Locums Employment Contract, New
4. Charles Grant, CRNA Employment Contract, Amendment

Mark Kostovny made a motion, and Jerry Steele seconded the motion to approve the above CRNA and Physician contracts as presented. Motion carried unanimously.

Corporate Compliance Report presented by Mark Kostovny, Board of Trustees, Vice President:

- Mr. Kostovny did not have any updates to report this month.

Vice President Kostovny exited the meeting at 3:35pm.

Administrative Report - Consent Agenda:

Discussion: Clarification was provided regarding how people can donate to the Tyeler Harris Memorial Scholarship.

President Waeckerlin thanked managers for their hard work on their department reports.

Jerry Steele made a motion, and Lisa Engstrom seconded the motion to approve the Consent Agenda as presented. Motion carried unanimously.

QHR Report presented by Woody White, QHR, Senior Vice President:

- Mr. Wood provided a brief update about upcoming projects.

Compliance Report presented by Ken Harman, Chief Executive Officer:

- Mr. Harman presented on behalf of Mr. McDonald. There wasn't an ample amount to report this month. The Management Action Plan for compliance will be submitted.

Quality Report presented by Christina Baugh, Director of Quality and Infection Prevention

- Mrs. Baugh provided a brief report. She is working to facilitate quality improvement processes in various departments.

Department Report: Daniel Starr, Emergency Room/EMS Manager

- Mr. Starr came down to provide an update regarding the Emergency Room and EMS. Mr. Starr stated that a new ambulance is over 400 days out. He and Mrs. Seldomridge are working to hire additional EMT's to bring their department to a fully staffed status. Mr. Starr wanted to express his thanks to the Rawlins Fire Department; they have been picking up shifts in the ER as EMT and/or ER Techs to help with those shifts that are short staffed. EMS classes have started as well.

Mr. Waeckerlin inquired about Ms. Gruetzmacher; Mr. Starr stated she is healing well and occasionally stops in to visit.

Mr. Goergen expressed his thanks specifically to the MHCC ER for the care he provided to his family. He stated our ER stands out amongst others he has been to recently and was thankful for our team.

Return on Investment Report: Cerner, Abbie Webster, EHR Administrator

- This was tabled until the next Board meeting.

Old Business:

- There was nothing to report for Old Business this month.

Adjournment:

Prior to the adjournment of the meeting, Mr. Waeckerlin wanted to express his thanks to the Board of Trustees and Woody White for all they do.

Lisa Engstrom made a motion, and Gary Goergen seconded the motion to adjourn Board of Trustees public meeting at 3:48 pm with no further business coming before the Board. Motion carried unanimously.

The next Board of Trustees meeting will be March 2nd, 2023.

Respectfully submitted.

Abbie Webster, *Executive Assistant*

Jerry Steele, Board of Trustees, *Secretary*