



**Board of Trustees Meeting**  
**Regular Meeting**  
March 27<sup>th</sup>, 2025  
Minutes  
10:00 am

**Members Present:**

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

**Absent Members:**

**Administration:**

Gerald Parton, *Interim Chief Executive Officer*  
Will Grant, *Interim Chief Financial Officer*  
Stephanie Hinkle, *Chief Operating Officer*

**Guests:**

Abbi Forwood, *Legal Counsel* (via Zoom)  
Brad Hamilton, *Ovation Healthcare* (via Zoom)  
Scott Miller, *Ovation Healthcare* (via Zoom)  
Chip Holmes, *Ovation Healthcare* (via Zoom)  
Sue Dorsey, *Ovation Healthcare* (via Zoom)  
Kerry Ashment, *Chief Executive Officer* (via Zoom)  
Peter Miessner, *Amplify* (via Zoom)  
Paula Tucker, *Amplify* (via Zoom)  
Dr. Duane Abels, *Chief Medical Officer*

Rod Waeckerlin, President, called the Memorial Hospital of Carbon County Board of Trustees meeting to order at 10:00 am. The Pledge of Allegiance and a moment of silence followed.

**Approval of Agenda:**

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

**Approval of Consent Agenda Items:** Attachment (A)

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

**Approval of Board of Trustees Open Session Minutes from March 6<sup>th</sup>, 2025, and March 11<sup>th</sup>, 2025:**

Gary Goergen made a motion, and Lisa Engstrom seconded the motion to accept the minutes from the regular meeting on March 6<sup>th</sup>, 2025, and March 11<sup>th</sup>, 2025, as presented. Motion carried unanimously.

**Employee of the Month presented by Rod Waeckerlin, *Board President*:**

- President Waeckerlin recognized Betty Shedden, as the March Employee of the Month. Betty represents the heart of MHCC by continually going above and beyond to help others.

**Open Discussion/Citizen Participation**

- Nothing came before the Board of Trustees.

**Medical Staff Report presented by Duane Ables, *DO, Chief Medical Officer*:**

- Dr. Ables presented the Medical Staff Report this month. He stated the enforcement of H&P documentation prior to surgery is underway. Dr. Ables informed the Board that Mrs. Nelson is seeking to step down from the Clinic Director role. Nursing leadership is currently working on building order sets in the EHR system. Several Pharmacy policies were approved that the MEC meeting and there are several educational opportunities scheduled for clinical staff in March and April.

**Auxiliary Presentation: Patty Burke, *President*:**

- Ms. Burke came before the Board to introduce the Auxiliary members and provided an update about the happenings in the Gift Shop over the last year. Mrs. Hinkle stated that the Auxiliary donated \$4,000 to MHCC for door repairs for security purposes. The Board thanked the Auxiliary for their time and all they do to support the organization.

President Waeckerlin suggested getting a plaque honoring the Auxiliary members.

**Operational Report, Gerald Parton, *Interim Chief Executive Officer* and Stephanie Hinkle, *Chief Operating Officer***

- Mr. Parton reiterated the H&P enforcement prior to surgery. He provided further clarification regarding the decisions Mrs. Nelson made to step down from the Clinic Director role. Mr. Parton followed up on the soil report necessary for the sale of the clinics and is working towards finding out how to move forward with that project.

Mrs. Hinkle stated that the Open House in Saratoga went well, there was good attendance from the community and providers. She stated there is a Business Breakfast scheduled for April 2<sup>nd</sup> at 7:00 am. Mrs. Gulbrandson was able to retain \$38,000 in grant money for a new LifePak 15 and Mrs. Hinkle thanked Mrs. Gulbrandson for her hard work on the grant. Mrs. Hinkle and Mrs. Gulbrandson are attending bi-weekly calls to learn more about available grants and how to pursue them. Mrs. Hinkle gave kudos to Ms. Martinez and Ms. Green in Materials Management. Administration is impressed with how quickly the department has turned around in the short time they have been down there. Mrs. Hinkle provided a brief update about Price Transparency and relationship building measures with the Wyoming State Penitentiary. She also noted that Dr. Singleton has stepped up and is building a relationship with Dr. Levene. Mrs. Hinkle was excited to announce that digital marketing is back! The vendor and her were able to negotiate new terms for the service and will focus on Surgical Services to start. She also stated that lunch is back for employees.

**Ovation Healthcare Report presented by Brad Hamilton, *Ovation Healthcare, Vice President*:**

- Mr. Hamilton said that it has been a privilege to work with Mr. Parton and Mr. Grant over the last couple months. He stated there are ongoing conversations with the Cost Report team to locate additional funds from the cost report. Mr. Hamilton also advised the board that conversations are being had around coordinating surgical services with Aspen Medical Center (Rock Springs). Mr. Hamilton provided examples about the service and answered the Board of Trustees questions.

**Amplify Revenue Cycle Report: Peter Miessner, *Amplify*:**

- Mr. Miessner reviewed the highlights of the Amplify report. Gross Revenue for the month of February is up by about \$1.03million. Total Gross A/R days are down by about 10 days. Patient Cash is down from \$2.09million to \$1.7million due to low revenue. Billed Insurance A/R days are down to 39.7 and below target of 45 days. The clean claim rate has improved to 79.8%.

Mr. Miessner reviewed the opportunities and projects that both MHCC and Amplify teams are working on. The clean claim rate continues to identify and resolve issues causing claim errors. Denials for high dollar accounts and root cause identification is also a work in progress. The team is also focusing on reducing self-pay and insurance A/R.

Targets and timelines were also discussed. The goal for the clean claim rate is to increase it to 85% by the end of Q2 2025 and to reduce the total A/R greater than 90 days to 48% for the same quarter.

There was a brief discussion about the increased point of service (POS) collection rates. Better education and accountability measures have been put in place to help staff be more successful when collecting upfront payments. Mr. Kostovny did state he had an issue with paying a balance upfront because the provider did not yet have their charges entered and the staff did not know what to charge. There was also a matter brought to the administration's attention regarding how patients are notified about scheduling appointments once their orders are received. The Administration team will follow up on addressing this issue.

**Quality Report Presented by Abbie Webster, *Executive Assistant / Quality*:**

- Mrs. Webster reviewed the total incidents reported for the month of February and the total incidents Quality reviewed. The Board confirmed her report was satisfactory.

**Compliance Report presented by Lisa Boston, *Interim Director of Compliance & Mark Kostovny, Vice President*:**

- Mrs. Boston reviewed her Compliance Report and stated she is focusing on providing education about the new Compliance Hotline. There were no calls reported for February. Ms. Boston will set up a meeting with Kerry to discuss his expectations regarding Compliance.

**Financial Summary Report presented by Will Grant, *Interim Chief Financial Officer*:**

- Mr. Grant presented the financial summary to the board. Gross Revenue is up for the month at \$34,079,591. He reported Net Revenue to be at \$16,119,668, Expenses were \$24,040,143 and net income was at \$-7,259,296. Mr. Grant reviewed the bad dent allowance, stating there is a large reserve for bad debt accounts. He reviewed the changes in contract labor and explained the clean-up efforts that are taking place to remove duplicate invoices from the system. Mr. Grant explained that he was extra cautious with the supply entries due to the turnover in Materials Management. Salaries are down for February due to the decreased staff and a short operating month. Mr. Grant answered the Board's questions about the balance sheet and cost report.

There was a discussion about the frustrations with Cardinal Health and Ms. Dorsey is working closely with Mr. Grant and Cardinal to resolve the issues.

Overall Mr. Grant believes MHCC is making progress with finances, but there is still a large amount of work that needs to be done.

The Board thanked Mr. Grant for taking the time to explain the financials and several members of the board expressed they have a better understanding of what the categories mean. Mr. Grant stated he is happy to meet with the members one-on-one if there are more questions.

Mark Kostovny made a motion, and Gary Goergen seconded the motion to approve the financials for period ending February 28<sup>th</sup>, 2025, as presented. Motion carried unanimously.

Gary Goergen made a motion, and Mark Kostovny seconded the motion to approve the vouchers for period ending February 28<sup>th</sup>, 2025, as presented. Motion carried unanimously.

#### **New Business:**

- **Approval of Policies**

- **Retaliation Policy**

- Mrs. Boston reviewed the policy with the Board. The recommendations were to change the policy title to “Non-Retaliation” and change Board “Chairman” to “President”.

Jerry Steele made a motion, and Mark Kostovny seconded the motion to approve the Retaliation policy with the recommended changes. Motion carried unanimously.

- **Cepheid Xpert Xpress CoV2/Flu/RSV & Cepheid Xpert Xpress Strep A Policies**  
**Mrs. Longog presented the policies and answered questions for the Board.**

Mark Kostovny made a motion, and Lisa Engstrom seconded the motion to approve the Cepheid Xpert Xpress CoV2/Flu/RSV and Cepheid Xpert Xpress Strep A policies as presented. Motion carried unanimously.

- **Approval of Contracts**

- **ACI 340B Management**

- Mr. Grant provided an overview of the contract and services offered. He and Mr. Waeckerlin answered questions for the Board. One request that was noted was for there to be a monthly ROI report once the program was implemented.

Lisa Engstrom made a motion, and Gary Goergen seconded the motion to approve the ACI 340B Program as presented. Motion carried unanimously.

- **Fusion Staffing Agreement**

- Mrs. Hinkle and Mr. Parton presented the terms of the contract and answered the Board.

Mark Kostovny made a motion, and Jerry Steele seconded the motion to approve the Fusion Staffing Agreement as presented. Motion carried unanimously.

- **Valley View Hospital Professional Services Agreement**
  - **Valley View Hospital Periodic Space Lease Agreement**
  - **Valley View Hospital Business Associate Agreement**

- Mrs. Hinkle presented the above agreements, discussed what the services would entail and answered the Board’s questions.

Jerry Steele made a motion, and Mark Kostovny seconded the motion to approve the Valley View Hospital Professional Services, Periodic Space Lease and Business Associate Agreements. Motion carried unanimously.

**The Board of Trustees took a lunch break from 12:06 pm to 12:41 pm.**

**New Business Continued:**

- **Request for Proposal (RFP) for Consulting/Management Services, Rod Waeckerlin, *President*:**  
Mr. Waeckerlin opened the floor to the Board of Trustees to hear their thoughts regarding going out for an RFP on consulting and/or management companies.

There was a lengthy discussion regarding the timing in which this needs to be completed and if this was a change that the facility could afford to make. The Board decided to table the topic and meet again during a special meeting on April 3, 2025.

- **CEO Resolution, Rod Waeckerlin, *President*:**  
Mr. Waeckerlin stated Mr. Kerry Ashment accepted the permanent offer of Chief Executive Officer.

Jerry Steele made a motion, and Lisa Engstrom seconded the motion to approve Mr. Ashment's Employment Contract as presented. Motion carried unanimously.

- **Bank Account Signature Authority for Mr. Kerry Ashment, Chief Executive Officer, Rod Waeckerlin, *President*:**  
Mr. Ashment will require signature authority for all Memorial Hospital of Carbon County financial accounts.

Jerry Steele made a motion, and Lisa Engstrom seconded the motion to grant Mr. Kerry Ashment, Chief Executive Officer, signature authority for all Memorial Hospital of Carbon County financial accounts. Motion carried unanimously.

**Old Business:**

- **Employee Discounts**  
Mrs. Hinkle and Mrs. Webster provided documentation to support the lack of a formal policy regarding the 50% employee discount. Mr. Kostovny inquired about the total number of employees who currently do not utilize services offered by Memorial Hospital of Carbon County. Mrs. Hinkle stated she did not have that information but would provide it for the next meeting.

There was further discussion from the Board about how to encourage and incentivize staff to use the facilities services. Ultimately, the decision was made to table the topic until the utilization data could be presented.

**Motion to Move to Executive Session & Recess Board of Trustees Public Meeting:**

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

The Board convened the Executive Session at 1:49 pm to discuss personnel issues and to consider or receive any information classified as confidential by law.

**Motion to Move to Board of Trustees Public Meeting & Recess Executive Session:**

Jerry Steele made a motion, and Lisa Engstrom seconded the motion to resume the Board of Trustees Public Meeting at 3:48 pm. Motion carried unanimously.

**Approval of Executive Session Topics**

- **Western Healthcare Professional Medical Staffing Services Agreement**

Jerry Steele made a motion, and Lisa Engstrom seconded the motion to approve the Western Healthcare Professional Medical Staffing Services Agreement as presented. Motion carried unanimously.

- **CompHealth Contingency Search Agreement**

Jerry Steele made a motion, and Lisa Engstrom seconded the motion to approve the CompHealth Contingency Search Agreement as presented. Motion carried unanimously.

- **Chief Medical Officer Employment Contract**

Jerry Steele made a motion, and Gary Goergen seconded the motion to approve the Chief Medical Officer Employment Contract as presented. Motion carried unanimously.

**Adjournment:**

Jerry Steele made a motion, and Lisa Engstrom seconded the motion to adjourn Board of Trustees public meeting at 5:51 pm with no further business coming before the Board. Motion carried unanimously.

A Special Board of Trustees meeting will be April 3<sup>rd</sup>, 2025, to discuss a Request for Proposal.

Respectfully submitted.

Abbie Webster, *Executive Assistant*

Jerry Steele, Board of Trustees, *Secretary*