



**Campbell County Health Board of Trustees**  
Regular Board Meeting – CCH 5<sup>th</sup> Floor Classroom  
February 23, 2023  
5:00 PM

**Members present:**

Alan Stuber, Chair	Tom Murphy, Secretary	John Mansell, MD, Trustee
Sara Hartsaw, MD, Vice Chair	Mark Hoskinson, Trustee	Bill Rice, Trustee

**Also present:**

Matt Shahan, CEO	Tom Lubnau, CCH Attorney
Jerry Klein, COO	Dawn Hodges, VP of HR
Natalie Tucker, CNO	Brandi Miller, Executive Assistant
Diane Jackson, UCH	Jennifer Ford, Community Relations
Attila Barabas, MD, CMO	Norberto Orellana, Community Relations
Matt Sabus, VP of IT	

**Pledge of Allegiance**

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

**Mission Statement** – Chair Stuber read Campbell County Health's Mission Statement.

**Vision Statement** – Trustee Rice read Campbell County Health's Vision Statement.

**Roll Call** - Brandi Miller called the roll, Randy Hite was not present.

**Approval of Agenda**

**TRUSTEE HARTSAW MADE A MOTION TO APPROVE THE AGENDA AS PRESENTED.  
TRUSTEE HOSKINSON SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**Consent Agenda**

**TRUSTEE HOSKINSON MADE A MOTION APPROVE THE CONSENT AGENDA AS PRESENTED.  
TRUSTEE RICE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

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

Approval of Minutes – 1/26/2023; 2/13/2023; 2/15/2023

Finance Committee Minutes – 2/17/2023

Capital Request – Community EMS Grant

**RECOGNITIONS** – The CCH recognition slide was shared.

**PUBLIC QUESTIONS OR COMMENTS** – No comments shared.

**DISCUSSION ITEMS**

**Behavioral Health Committee Update** – Chair Stuber updated the Board on the first committee meeting. Many community organizations were represented at the meeting. The group intends to meet monthly on the third Thursday at 4:30 pm. Chair Stuber will provide consistent updates to the Board on the progress of the committee.

Strategic Planning Session Update – Matt Shahan, CEO, has been holding meetings with leaders throughout the organization to gather input. Using input from CCH leaders and the Board a one-year strategic plan will be created at the upcoming Strategic Planning Session. In the Fall a 3–5-year plan will be established.

The Strategic Planning Session will be held in Deadwood, SD at the Deadwood Mountain Grand, March 30-31. At this time, most of the two-day session will be held in open session, with only approximately 2-hours being slated for executive session. Concerns of not staying local for the meeting were discussed. Trustee Stuber stated that for the important work being done distractions need to be limited therefore, the meeting will be held out of town.

### **ACTION ITEMS**

Peds Clinic Remodel/new Provider Office and Exam Room – We have been fortunate to recruit additional Pediatric physicians. The clinic needs to be remodeled to include a new provider office, collaboration space and exam room. The plans were discussed at a recent facility planning committee meeting and recommended to be submitted to the Board for consideration.

**TRUSTEE HARTSAW MOTIONED TO APPROVE THE PEDS CLINIC REMODEL IN THE AMOUNT OF \$172,989 AS PRESENTED. TRUSTEE HOSKINSON SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

Congratulations to Nathan Hall for being named President of WY Healthcare in Engineering.

Finance Report Out and Approval – January financials were reviewed. January 2023 bad debt and charity totaled \$1,997,705.40.

**TRUSTEE HOSKINSON MOTIONED TO APPROVE THE JANUARY BAD DEBT AND CHARITY CARE IN THE AMOUNT OF \$1,997,705.40. TRUSTEE RICE SECONDED. MOTION CARRIED UNANIMOUSLY.**

Financial Discussion – Gross Revenues for the month exceeded budget by \$1.8M. Compared to January 2022 actuals we posted \$3.7M more in revenue. Year to date we are \$7M higher than budget and \$10M higher than last YTD actual. Operating expenses are higher than budget by \$3.5M, due to increase in Contract Labor, Non-Employed Physician salaries and Purchased Services.

Cash increased by \$1.2M in January. Days cash on hand increased by 3-days to 147 days. Accounts Receivable decreased by 1 to 60 and Accounts Payable increased by \$3M.

YTD Mill Levy is \$8.4M. YTD Bad Debt/Charity Care Write-Offs is \$9.3M.

**TRUSTEE HOSKINSON MOTIONED TO APPROVE THE JANUARY FINANCIALS AS PRESENTED. TRUSTEE MANSELL SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

Chairmans Report – Trustee Stuber congratulated and welcomed newly appointed trustee, Dr. Mansell. congratulations to Trustee Mansell. Nathan Hall was recognized for being elected President of the Wyoming Society of Healthcare Engineering.

Trustee Stuber stated that the Billings Clinic and Logan Health in Montana announced their merger. By merging they plan to expand services in MT and northern WY. Trustee Stuber thanked the community for their trust in our merger with UHealth and noted that mergers and affiliations are becoming a national trend across the healthcare industry.

CMO Report – Dr. Barabas stated that from a practitioner standpoint it is beneficial to have the Epic implementation date extended.

Epic Update – Matt Sabus, VP of IT, reported that My Chart (patient portal) can be branded UCHealth or have a generic Epic My Chart branding. The generic branded portal has all the same functionality/capabilities as the UCH branded portal.

UCH Update – Diane Jackson reported that UCH continues to assist CCH with CFO recruitment efforts, Epic implementation and plans to attend CCH's upcoming Strategic Planning Session. She also announced that UCH will end masking inside facilities for those employees that are fully vaccinated.

COO Updates – Jerry Klein, COO, gave a brief update on the Wright Clinic, Hulett Clinic and The Legacy. Wright Clinic is looking into offering increased Occ Health options. A new Physician will join Wright Clinic in May. Wright Clinic has a 7-member Advisory Board.

Patient satisfaction scores at the Hulett Clinic remain high (95.9%). The Hulett Clinic Advisory Board has recently been created.

Vivage continues work with The Legacy to optimize operations. Kate Craig, Legacy Administrator, and Bruce Odenthal, Vivage, will report the Legacy's 1<sup>st</sup> Quarter financial performance at the April CCH Board meeting.

CEO – Matt Shahan, CEO, reported that there will be two CFO onsite interviews in March. The selected candidate will be invited to attend the Strategic Planning Session in March. Matt, Trustee Stuber, Trustee Rice and Trustee Hite attended the AHA conference. Handouts from the conference will be shared with the Board.

### **EXECUTIVE SESSION**

The regular meeting recessed at 6:36 PM to enter Executive Session.

**SARA HARTSAW MADE A MOTION TO ENTER INTO EXECUTIVE SESSION AT 6:36 PM TO DISCUSS RETENTION OF A PROFESSIONAL PERSON, REAL ESTATE, PERSONNEL MATTERS, CLASSIFIED CONFIDENTIAL ATTORNEY CLIENT PRIVILEGED MATTERS LITIGATION AND OTHER MATTERS AS CLASSIFIED CONFIDENTIAL BY LAW. MARK HOSKINSON SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**MARK HOSKINSON MADE A MOTION TO COME OUT OF EXECUTIVE SESSION AT 8:12 PM. SARA HARTSAW SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

Returned to Open Session at 8:12 PM.

### **ACTION ITEMS**

Medical staff appointment approval.

**SARA HARTSAW MADE A MOTION TO APPROVE THE MEDICAL STAFF APPOINTMENTS AS PRESENTED. MARK HOSKINSON SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**


### **Grant Process**

**TRUSTEE STUBER MADE A MOTION TO AUTHORIZE ADMINISTRATION TO MAKE THE EXPENDITURES UP TO THE LIMIT OF GRANT FUNDS RECEIVED FOR THE FOLLOWING GRANTS: CEMS GRANT, EMS REGIONALIZATION PILOT PROJECT GRANT, WYDOT ARDA FUNDING FOR WYOLINK EQUIPMENT, ECD FAST TRACK PROPOSAL DO-22-002 AND THE EPIC COVID-19 HEALTH DISPARITIES GRANT CDC-RFA-OT21-2103. SARA HARTSAW SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

ADJOURNMENT

**SARA HARTSAW MADE A MOTION TO ADJOURN AT 8:15 PM. MARK HOSKINSON SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

The meeting adjourned at 8:15 PM.  
The next meeting is scheduled for March 30-31, 2023.

  
Tom Murphy, Secretary

  
Brandi Miller, Recorder