

**WESTON COUNTY HOSPITAL DISTRICT
BOARD OF TRUSTEES MEETING
July 17, 2025**

Present: Ann Slagle, President; Mary Rankin, Secretary; Karen Drost, Treasurer; Benjamin Roberts, Trustee (via Zoom); Ted Ertman, Trustee.

Absent: None

Also Present: Catherine Harshbarger, CEO; Alison Gee, Lubnau Law Office (via Zoom); Tish Miller, CFO; Shane Filipi, Nursing Home Administer; Kim Scharf, Quality and Compliance Director; Denice Piscioti, Executive Assistant

Visitors: Henry Nessul; Rick Marshall, Brittany Trandahl (via Zoom), Mary Stroka (via Zoom)

Call to Order: Ann Slagle called the meeting to order at 5:34 pm.

Quorum: Mary Rankin declared a quorum to conduct the business of Weston County Hospital District.

The Pledge of Allegiance was led by Ted Ertman.

The opening prayer was given by Ann Slagle.

Visitor Comments: None

Changes to the minutes: None

Additions to the Agenda – Take off number 5. Change 7 to approval of the minutes and add 7. 5 for approval of the agenda.

KAREN DROST MADE A MOTION TO APPROVE CHANGES TO THE AGENDA; TED ERTMAN SECONDED. THE MOTION CARRIED.

TED ERTMAN MADE THE MOTION TO ACCEPT THE MINUTES OF JULY 7, 10, AND JUNE 19, 26 KAREN DROST SECONDED. MOTION CARRIED.

TED ERTMAN MADE THE MOTION TO ACCEPT THE AGENDA. MARY RANKIN SECONDED AND THE MOTION CARRIED.

STRATEGIC INITIATIVES

- **Quality** – The committee will continue to meet monthly with the department managers coming quarterly to the meeting. 15 individuals are enrolled in the hybrid C.N.A. program. At the Manor a root cause analysis was used to determine what happened when Medication cart keys went missing. The timing worked out the new Medication carts arriving. New processes are in place. If the keys go missing the staff member will be drug screened before they leave at the end of their shift.
- **Manor** – The current Manor census is 53, the average census for June was 51, 1 admission and 2 discharges. There were 2 referrals with 1 admitting the first of August. There are 9 agency staff members – 1 nurse and 8 C.N.A.s. Several new staff members have been hired with additional interviews in the next few weeks. All residents are on a 6-week rotation with the new podiatrist.
- **FINANCE**
 1. Finance Committee Report – They are still working on getting good solid financial reports. A discussion was held on getting accurate revenue numbers. With the different areas using different systems, the CFO is working on getting the numbers in the right place to get into the financial reports. A goal was set for the finance team to have reports for departments to the Finance Committee. The Finance Committee and Finance team will work together to get pertinent information to the rest of the board. An account receivable report consultant has started.
- **CFO REPORT** – see attached
 1. Nova the consultant group interviewed staff, reviewed processes and tools. We should get a preliminary report in the next couple of weeks.
 2. Auditors completed largest section of the 2024 Audit and hope to be done in 5 to 8 weeks. The goal to start the 2025 audit is by the end of September.
 3. They are continuing to work with Epic to make sure charges hit the correct departments. Clinic charges are being worked on.
- **CEO Report** –
 1. Water softeners had problems, the valves were replaced but it did not fix the issue. It became an emergency for the water softener tanks to be replaced. The Chairperson was called to approve the \$24,000 necessary expense.
 2. Professional billing errors may result in a loss of \$32,000 from Medicaid. The issue is being addressed.
 3. In July, there were 10 Echoes performed, which is an increase over last month. With the increase in Echoes performed, we will see a gross income of at least \$80,000 a year and a revenue increase for Pharmacy.

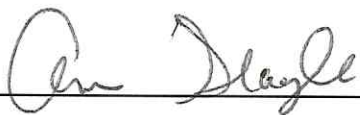
4. The New CT Project is pushed back 2 weeks with installation by October 13, 2025. The deinstall of the old machine is scheduled for August 19, 2025, then we will begin using the mobile unit.
5. A Root Cause Analysis was done when the Manor Medication keys went missing. Processes and diversion techniques were reviewed.
6. There have been a couple of concerning EMS incidents that we have asked them to investigate. Both patients were very ill, and we could not get transferred by ambulance. Air transfer was not an option due to bad weather.
7. Senior leadership attendance and tardiness policy review and simplify and bring to Human Resources.
8. There was no Clearing account number for the manor so one was created for them.
9. August 4th Trish Linford Clinic Director. She has experience as a manager and several key areas along with a nice, rounded education. She's a good fit for the clinic.

Foundation Board Report – Daddy Daughter Dance was discussed at the last meeting. Money was donated to the Manor for education on dementia patients. This will result in certification for staff to be trainers on how to manage patients with dementia.

5-minute break 6:40 PM.

KAREN DROST MADE A MOTION TO GO INTO EXECUTIVE SESSION AT 6:51 PM UNDER 16-4-405((A)(III) ON MATTERS CONCERNING PROPOSED LITIGATION TO WHICH THE GOVERNING BODY MAY BE A PARTY; AND (IX) TO CONSIDER OR RECEIVE ANY INFORMATION CLASSIFIED AS CONFIDENTIAL BY LAW (INCLUDING ATTORNEY-CLIENT PRIVILEGED COMMUNICATIONS, QUALITY INFORMATION, AND TRADE SECRETS) MARY RANKIN SECOND. THE MOTION CARRIED.

A MOTION WAS MADE BY KAREN DROST TO ADJOURN THE MEETING AND SECONDED BY BEN ROBERTS. THERE WAS NO DISCUSSION. MOTION PASSED. MEETING ADJOURNED AT 8:39 PM.



Ann Slagle, President



Mary Rankin, Secretary

