

**PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES**  
**Monday, July 16, 2007**

Attendance: Board: Helen Spence, Frank Wagner, Dave Bristol, Bob Wilson. Denny Holmes excused.  
 Staff: Shannon Currier, Jessi Clark, Dr. Rollins.  
 Other: Nathalie Ames (18:00-18:30).

MEETING CALLED TO ORDER AT 17:16 BY HELEN SPENCE, PRESIDENT.

1. EXECUTIVE SESSION

- **Resolution 1:** Be it resolved that the Board of Directors go into Executive Session for discussion of personnel matter per statue C.R.S. Section 24-6-402(4)(f) at 17:17. Bob Wilson motioned and Frank Wagner seconded. Motion carried unanimously.
- Meeting reconvened at 17:37.

2. MINUTES

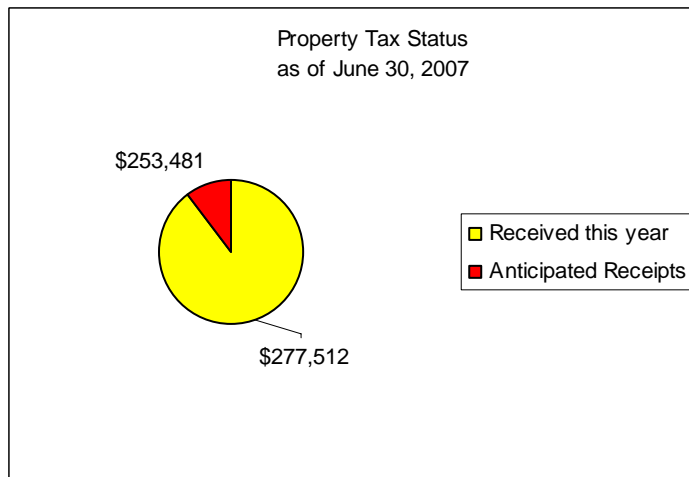
- **Resolution 2:** Be it resolved that the Minutes of the June 18, 2007, regular meeting be approved as presented. Frank Wager motioned and Bob Wilson seconded. Motion carried unanimously.

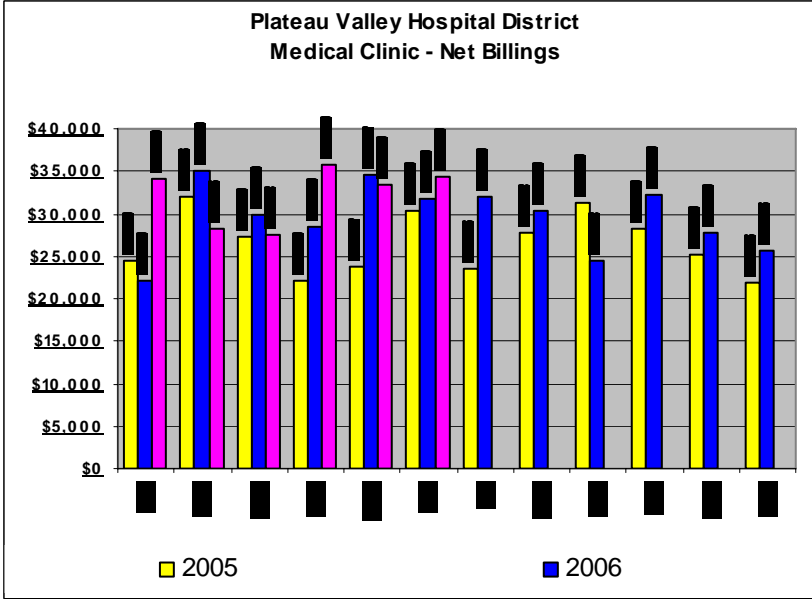
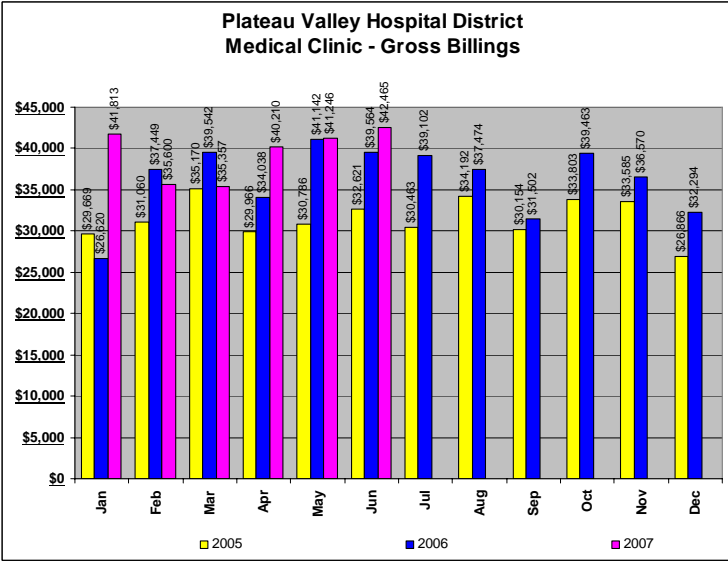
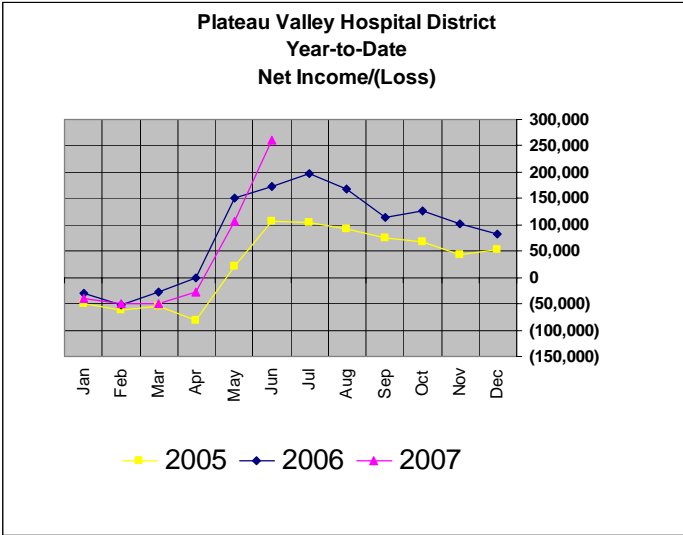
3. CLINIC CONSULTANT REPORT

- Debbie reported to Jessi that we are now using the National Provider Identifier numbers in our claims and are therefore HIPAA compliant.

4. CONSULTANT CPA REPORT

		Charges	Write Offs Misc. Inc.	Gross Profit	June, 2007	Operating Expense	Net Ordinary Income	Other Income/Exp	Net Income/(Loss)
1	Clinic	42,464.55	-8,194.83	34,269.72		-66,419.15	-32,149.43	0.00	-32,149.43
	Mesa Clinic	0.00	0.00	0.00		-515.00	-515.00	-15,250.00	-15,765.00
2	Construction	0.00	0.00	0.00		-5,227.96	-5,227.96	0.00	-5,227.96
	Grant	0.00	0.00	0.00		0.00	0.00	0.00	0.00
3	Administration	<u>2,210.50</u>	<u>0.00</u>	<u>2,210.50</u>	-	<u>0.00</u>	<u>2,210.50</u>	<u>204,919.42</u>	<u>207,129.92</u>
	Subtotal	44,675.05	-8,194.83	36,480.22		-72,162.11	-35,681.89	189,669.42	153,987.53
4	Comm in Action	<u>140.00</u>	<u>0.00</u>	<u>140.00</u>	-	<u>-318.18</u>	<u>-178.18</u>	<u>1.31</u>	<u>-176.87</u>
5	Total	<u>44,815.05</u>	<u>-8,194.83</u>	<u>36,620.22</u>	-	<u>-72,480.29</u>	<u>-35,860.07</u>	<u>189,670.73</u>	<u>153,810.66</u>





- **Resolution 3:** Be it resolved that the Accounts Payable & Payroll Checks (#45522-45582) are approved. Bob Wilson motioned and Frank Wagner seconded. Motion carried unanimously.
- **Resolution 4:** Be it resolved that the Board of Directors approves the June write-offs in the amount of \$8,194.83. Dave Bristol motioned and Bob Wilson seconded. Motion carried unanimously.

5. COMMUNITY IN ACTION

- Vicki will continue to be the director. The IRS has sent back the 501(c)3 for a third time for more information. The Board will be meeting soon. They made a little over \$400 at the yard sale.

6. ENVIRONMENTAL SERVICES

- The weep holes in the windows are still covered in stucco.
- Awnings are in progress.
- The AC unit is not working real well downstairs during very hot days. Fans are on order to see if that helps. If they do not help, then a solution will need to be addressed at a future meeting.
- The roofing company came and redid the porch/balcony roof. The rain last week left 2 inches of water standing in the roof, because the drain was not done correctly. The roof really leaked then. The company will come up sometime this week to fix it.
- Rene needs help with the cleaning of the building, especially with Mesa opening soon. There was discussion of whether to hire an employee or a cleaning service. It was decided to hire a part-time employee. The wage scale will need to be adjusted at the next meeting.
- **Resolution 5:** Be it resolved that the Board of Directors approves the hiring of a part-time person in a housekeeping position. Frank Wagner motioned and Dave Bristol seconded. Motion carried unanimously.

7. OLD BUSINESS

- Mesa Clinic Progress Report – There is a state stamp needed on the plans before ground work can continue according to the County. Then our foundation will get done. Our building may be brought to Golden Villa as soon as July 23.
- Collbran Clinic Renovation - The sign will start to be installed tomorrow. We have all the computers to finish the EMR at the Collbran Clinic. They are being put in one by one. Next month the Board will meet at 5PM for a Chartware demo, with the actual meeting starting as regularly scheduled. The next Planning meeting will be Monday, July 30 at 5 PM. Dave brought in a sample of what the finished product may look like.

8. NEW BUSINESS

Nothing reported.

9. CLINIC REPORT

Census

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Year to Date
Total Dr Appt	352	308	307	312	321	324							1924
# Days	22	20	22	21	21	21							127
Ave/Day	16.00	15.40	13.95	14.86	15.29	15.43	#####	#####	#####	#####	#####	#####	15.15
Lab/Inj	109	60	74	80	87	93							503
Pharm	27	27	25	23	20	17							139
AH Pharm	0	1	1	0	0	0							2
After Hours	8	15	7	26	23	29							108
Other	11	20	18	13	10	18							90
Paged Calls	85	71	71	86	117	87							517
Clinic New Pt	23	36	32	20	17	23							151
Clinic 1X Pt	8	5	1	7	4	6							31

- Physician Report  
Dr. Rollins has been looking into Nurse Practitioners for his business. This may be something we need to consider for the Hospital District if the Mesa Clinic is more successful than originally anticipated. Dr. Rollins will bring in more information on salaries and reimbursements.
- Office Manager Report  
Jessi is working on the paperwork for the USDA grant reimbursement. The money for the telephone system that was approved at the prior meeting was not completely used. There was discussion of renting to people providing services versus those wanting retail spaces.

10. July EVALUATION / RAISES

- Annual: None
- 3 Month: None

Meeting adjourned at 19:16.

Respectfully submitted,

Jessi Clark, secretary to the Board