

**PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES**  
**Monday, January 21, 2008**

Attendance: Board: Helen Spence, Frank Wagner, Dave Bristol, Denny Holmes, Bob Wilson.  
 Staff: Rene Castillo, Shannon Currier, Jessi Clark, Dr. Rollins (17:31), Dr. Woodyard (18:10).

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

1. MINUTES

December 10, 2007 Regular Meeting

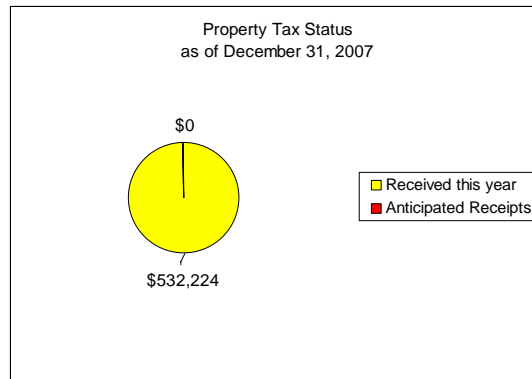
- **Resolution 1:** Be it resolved that the Minutes of the December 10, 2007 regular meeting be approved as presented. Bob Wilson motioned and Dave Bristol seconded. Motion carried unanimously.

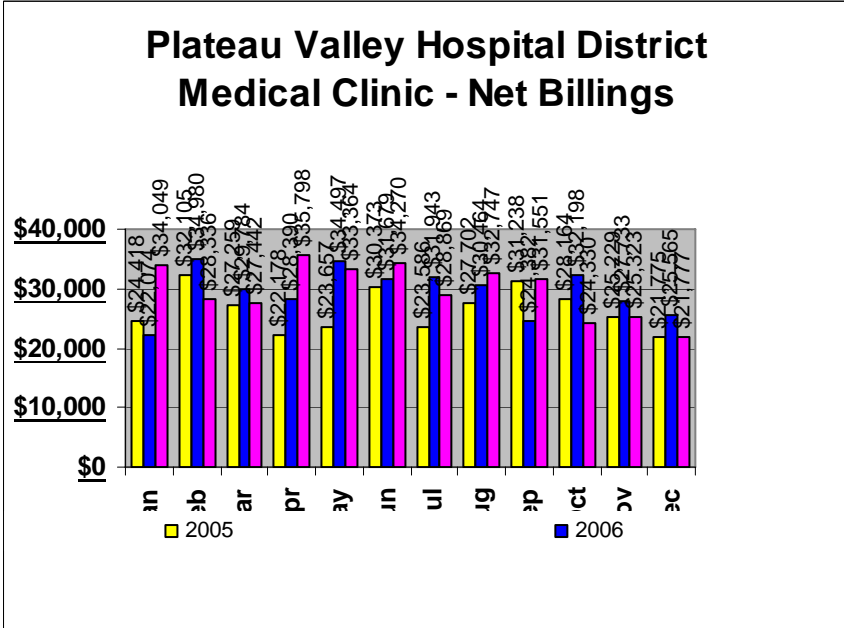
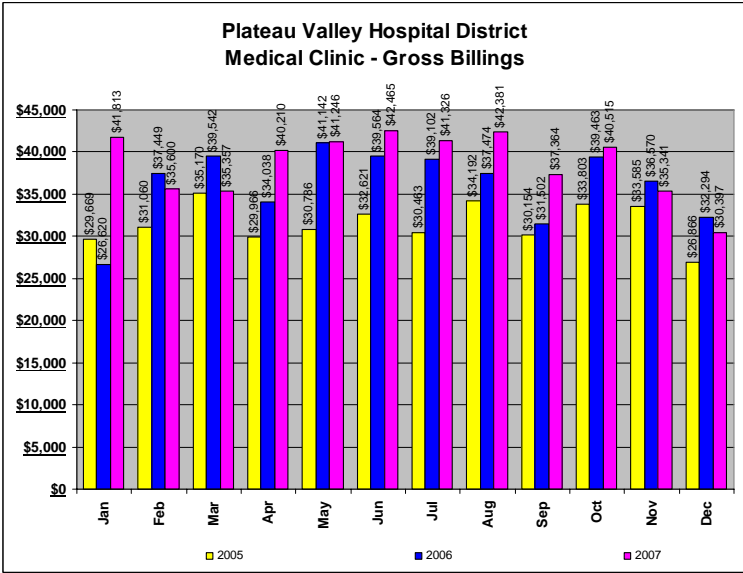
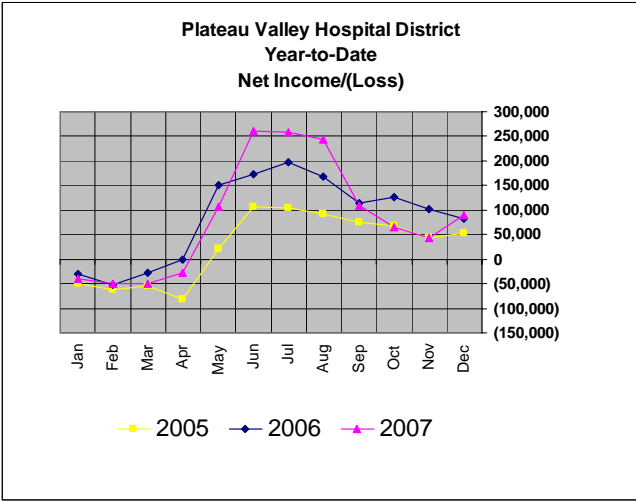
2. CLINIC CONSULTANT REPORT

- Medicare previously approved a 9.9% decrease in the fee schedule, but it will not take effect until August 2008 now. There is a possibility that the amount of decrease may be more.
- Rocky Mountain HMO has approved a 3% increase in the fee schedule for 2008, but it will hold for 2009 and 2010. It will increase 3% each year for the following 3 years after that. They are also decreasing the risk withhold from 20.2% to 15%, so we will see more of the money up front. They have set their private plans and Medicare plans to the same fee schedule. Their Medicaid plans will be 75% of those fee schedules.

3. CONSULTANT CPA REPORT

		Charges	Write Offs Misc. Inc.	Gross Profit	December, 2007	Operating Expense	Net Ordinary Income	Other Income/Exp	Net Income/(Loss)
1	Clinic	30,396.90	(8,620.02)	21,776.88		(72,450.25)	(50,673.37)	-	(50,673.37)
	Mesa Clinic	-	-	-		(568.66)	(568.66)	-	(568.66)
2	Construction	-	-	-		-	-	49,000.00	49,000.00
	Grant	-	-	-		-	-	-	-
3	Administration	1,593.00	-	1,593.00		-	1,593.00	48,492.65	50,085.65
	Subtotal	31,989.90	(8,620.02)	23,369.88		(73,018.91)	(49,649.03)	97,492.65	47,843.62
4	Comm in Action	-	-	-		-	-	-	-
5	Total	31,989.90	(8,620.02)	23,369.88	-	(73,018.91)	(49,649.03)	97,492.65	47,843.62





- **Resolution 2:** Be it resolved that the accounts payable & payroll checks (#45872-45951) are approved. Denny Holmes motioned and Frank Wagner seconded. Motion carried unanimously.
- **Resolution 3:** Be it resolved that the Board of Directors approves the December write-offs in the amount of \$8,620.02. Dave Bristol motioned and Bob Wilson seconded. Motion carried unanimously.

4. ENVIRONMENTAL SERVICES

- Lighting at the Mesa Clinic – it was decided that we will need to put in additional security lighting in the back of the building.
- Gutters – there was discussion of whether gutters were needed. It was decided to hold off until we occupy the building and see whether we will need them then.
- Expansion tank – The expansion tank on the boiler system was too small and kept blowing the TMP valves. A new one is needed.
- **Resolution 4:** Be it resolved that the Board of Directors approves the purchase of the expansion tank for a total installed cost of \$2,037.30. Denny Holmes motioned and Frank Wagner seconded. Motion carried unanimously.
- **Resolution 5:** Be it resolved that the Board of Directors approves the cost of replacing the carpet in Jessi's and Anita's rooms for the bid price of \$1,834.61. Frank Wagner motioned and Bob Wilson seconded. Motion carried unanimously.

5. OLD BUSINESS

- Mesa Clinic Progress Report – The failed inspection report was gone over. Jessi will contact Golden Villa for a line item description on how they are going to fix each item, completion dates, and notification to us that they are done. Jessi will also get a copy of the punch list from them. We will need to paint the interior once we get the C.O. The employees will be given a chance to give input. Jessi will also check into the possibility of making two payments to buy a new x-ray machine for that clinic.

6. 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	309	332	292	317	261	225	3660
# Days	22	20	22	21	21	21	21	23	19	23	19.5	17	249.5
Ave/Day	16.00	15.40	13.95	14.86	15.29	15.43	14.71	14.43	15.37	13.78	13.38	13.24	14.67
Lab/Inj	109	60	74	80	87	93	98	92	77	83	107/10 3	68	921
Pharm	27	27	25	23	20	17	22	19	27	27	17	17	268
AH Pharm	0	1	1	0	0	0	0	1	1	1	0	1	6
After Hours	8	15	7	26	23	29	18	20	19	12	7	9	193
Other	11	20	18	13	10	18	7	15	9	13	6	8	148
Paged Calls	85	71	71	86	117	87	102	86	79	75	59	58	976
Clinic New Pt	23	36	32	20	17	23	20	23	21	21	18	27	281
Clinic 1X Pt	8	5	1	7	4	6	11	9	13	9	9	8	90

- Physician Report - a local company wants to have all of their out of town employees get their DOT physicals through us.
- Office Manager Report  
Election – The board needs to designate an election official.
- **Resolution 6:** See attached Designated Election Official resolution. Bob Wilson motioned and Denny Holmes seconded. Motion carried unanimously.  
Election - It was decided that the election shall be a polling place election.  
New Patient Policy – The new patient policy was reviewed with slight changes. Jessi will make sure that our add in the local paper is clear that we are accepting new patients within the district.  
Newsletter – The Board is looking at doing a newsletter from their perspective to be sent out between clinic newsletters.  
Nurse Practitioner – There was discussion of the response we've had to the ad.  
Physician Contracts – Contracts were reviewed. Denny and Frank will work on any issues brought up by the

physicians and the board members for the next meeting.

- **Resolution 7:** Be it resolved that the Board of Directors designates 5:20PM on the 3<sup>rd</sup> Monday of the month as the regular meeting time. Bob Wilson motioned and Dave Bristol seconded. Motion carried unanimously.

7. January EVALUATION / RAISES

- Annual: Joy Campbell
- 3 Month: None
- **Resolution 8:** Be it resolved that the Board of Directors accepts the evaluation of the employee and approves the annual raise applicable. Bob Wilson motioned and Dave Bristol seconded. Motion carried unanimously.

Meeting adjourned at 19:50.

Respectfully submitted,

Jessi Clark, secretary to the Board