

**PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES**  
**Monday, September 15, 2008**

Attendance: Board: Helen Spence, Frank Wagner, Bob Wilson. Denny Holmes and Dave Bristol excused.  
 Staff: Jessi Clark, Shannon Currier, Rene Castillo, Dr. Woodyard, Dr. Rollins (17:29).

Meeting was called to order at 17:22 by Helen Spence, president.

1. MINUTES

August 18, 2008 Regular Meeting

- **Resolution 1:** Be it resolved that the minutes of the August 19, 2008, regular meeting be approved as presented. Frank Wagner motioned and Bob Wilson seconded. Motioned carried unanimously.

August 26, 2008 Special Meeting

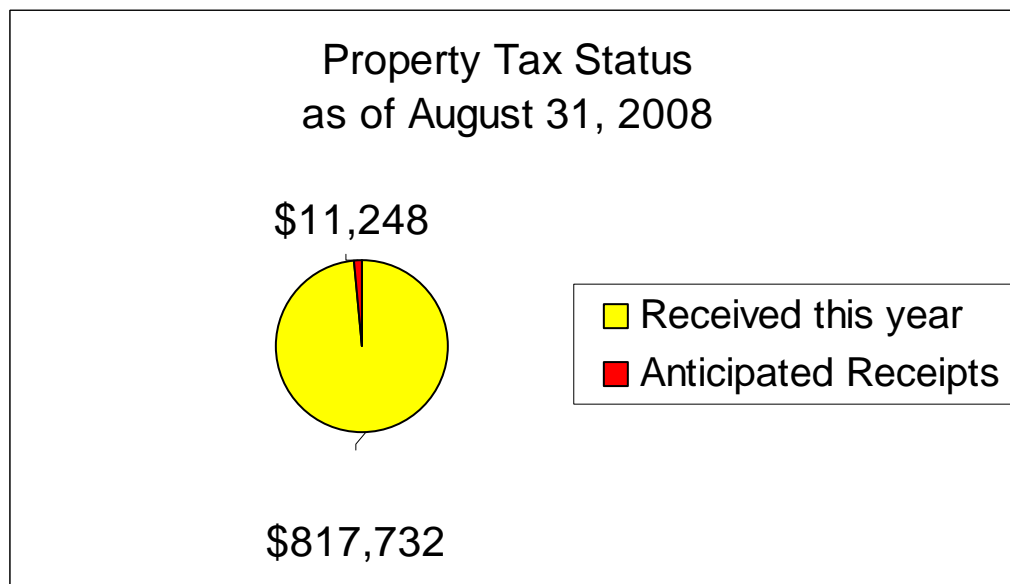
- **Resolution 2:** Be it resolved that the minutes of the August 26, 2008, special meeting be approved as presented. Bob Wilson motioned and Frank Wagner seconded. Motion carried unanimously.

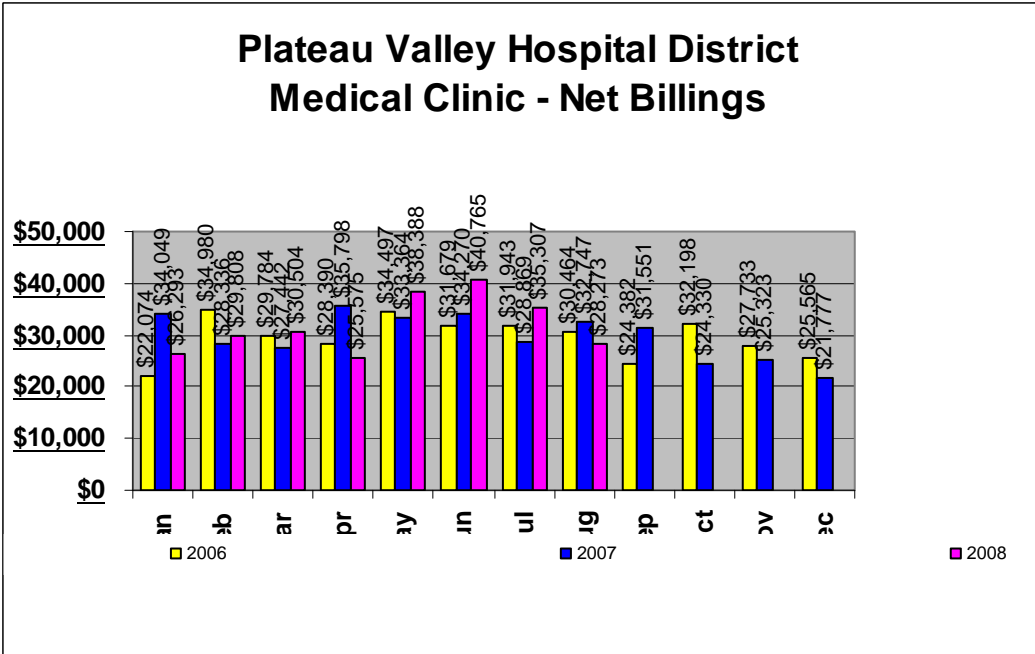
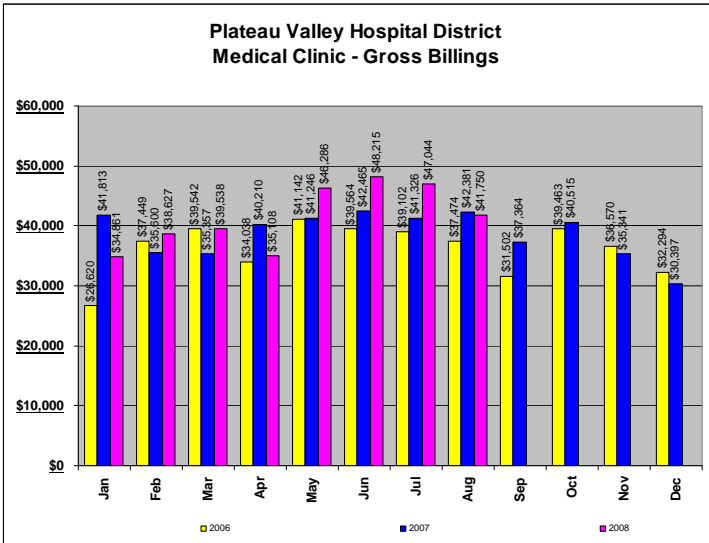
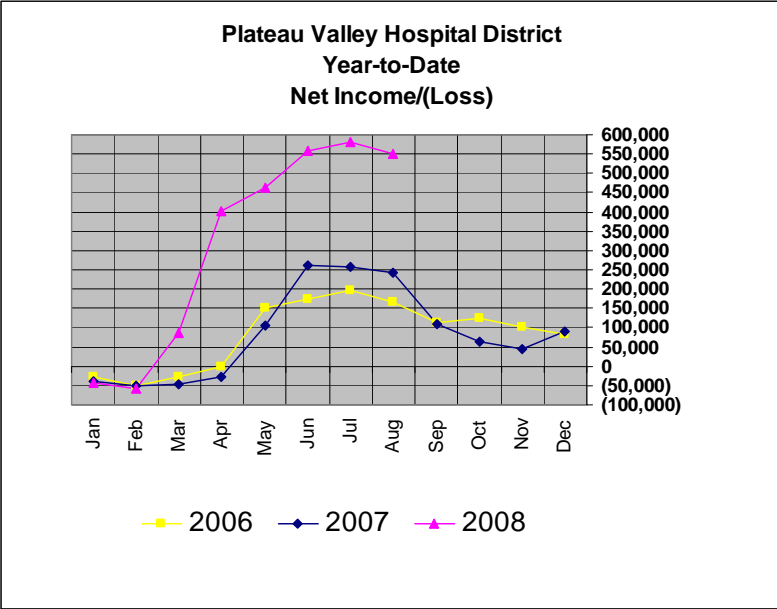
2. CLINIC CONSULTANT REPORT

The ICD-9 codes are changing again. This may cause some delays in rebilling with corrected codes.

3. CONSULTANT CPA REPORT

	<b>Charges</b>	<b>Write Offs Misc. Inc.</b>	<b>Net Receipts</b>	<b>August, 2008</b>	<b>Operating Expense</b>	<b>Net Ordinary Income</b>	<b>Other Income/Exp</b>	<b>Net Income/(Loss)</b>
Clinic-Collbran	41,749.69	13,477.02	28,272.67		-74,149.14	-45,876.47	0.00	-45,876.47
Clinic-Mesa	0.00	0.00	0.00		-13,230.43	-13,230.43	0.00	-13,230.43
Construction	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Grant	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Administrative	<u>1,217.51</u>	<u>0.00</u>	<u>1,217.51</u>		<u>0.00</u>	<u>1,217.51</u>	<u>18,966.53</u>	<u>20,184.04</u>
Total	<u>42,967.20</u>	<u>13,477.02</u>	<u>29,490.18</u>		<u>-87,379.57</u>	<u>-57,889.39</u>	<u>18,966.53</u>	<u>-38,922.86</u>





- Preliminary budget was presented.
- **Resolution 3:** Be it resolved that the Board of Directors approves for Jessi to spend up to \$30,000 for improvements to the Collbran Clinic to include furniture, paint, and equipment. Frank Wagner motioned and Bob Wilson seconded. Motion carried unanimously.

4. ENVIRONMENTAL SERVICES

- Most of the things we purchased for Mesa have been moved over there.

5. OLD BUSINESS

- Mesa Clinic Progress Report – It was decided that to have an Open House a couple of weeks after the opening. We will open within the next four weeks or sooner if possible. Jessi and Helen will work on getting the Board newsletter out with this information.

6. CLINIC REPORT

**2008  
Census**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Year to Date
Total Dr Appt	279	279	315	292	315	346	365	329					2520
# Days	22	21	21	22	21	21	22	21					171
Ave/Day	12.68	13.29	15.00	13.27	15.00	16.48	16.59	15.67	####	#####	#####	####	14.74
Lab/Inj	87	65	67	70	77	89	100	89					644
Pharm	7	4	8	19	10	9	8	14					79
AH Pharm	0	0	0	0	3	0	2	0					5
After Hours	2	10	10	8	17	25	16	18					106
Other	14	18	15	8	12	9	12	27					115
Paged Calls	72	104	52	76	66	103	112	87					672
Clinic New Pt	28	31	22	7	17	23	19	34					181
Clinic 1X Pt	4	1	0	9	21	18	27	8					88

Office Manager Report

- Disability Insurance – Frank and Denny haven't met, so Shannon and Jessi will go over the information for independent contractors versus employee.
- CDs – there was discussion of changing the certificates of deposit to eleven months CDs.
- **Resolution 4:** Be it resolved that the Board of Directors approves the moving of money into certificates of deposit at the Collbran branch of Grand Valley National Bank for eight eleven month CDs in \$50,000 increments for a total of \$400,000 with Helen Spence, Bob Wilson, and Dave Bristol as signers. Frank Wagner motioned and Bob Wilson seconded. Motion carried unanimously.
- There was discussion of whether to join the Special District Association. It was decided not due to the cost.
- The application for the credit card machine for the Mesa Clinic was signed.
- It was decided to pay the Mesa employees at the same rate as the Collbran employees but without benefits since they will part-time.
- Frank is working on the sign for Mesa Clinic.

Physician's Report

- Rocky Mountain HMO did a chart audit and everything was fine.
- **Resolution 5:** Be it resolved that the accounts payable & payroll checks (#46297-46345) are approved. Bob Wilson and Frank Wagner. Motion carried unanimously.
- **Resolution 6:** Be it resolved that the Board of Directors approves the August write-offs in the amount of \$13,477.02. Frank Wagner motioned and Bob Wilson seconded. Motion carried unanimously.

7. SEPTEMBER EVALUATION / RAISES

- Annual: Stephanie Lanford
- **Resolution 7:** Be it resolved that the Board of Directors accepts the evaluation of the employee and approves the annual raise applicable. Bob Wilson motioned and Frank Wagner seconded. Motion carried unanimously.

Meeting adjourned at 19:05.

Respectfully submitted,

Jessi Clark, secretary to the Board