

**PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES**  
**Tuesday, February 17, 2009**

Attendance: Board: Frank Wagner, Denny Holmes, Bob Wilson. Helen Spence excused ill. Dave Bristol excused other obligation.

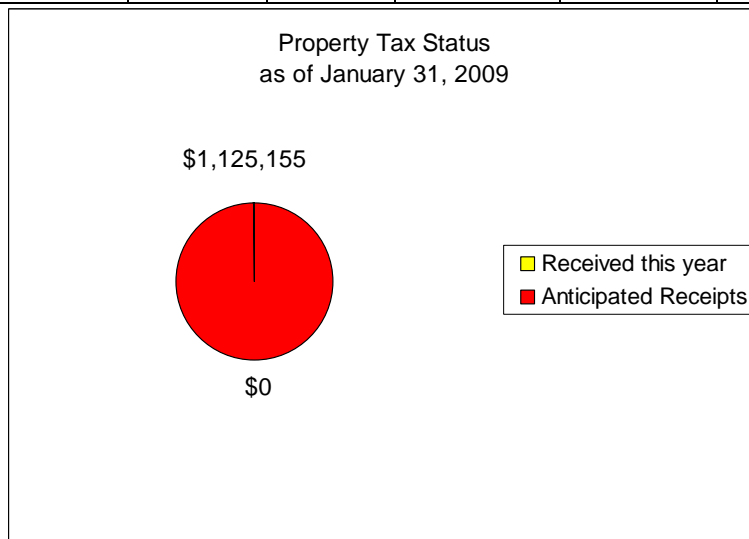
Staff: Dr. Woodyard, Shannon Currier, Jessi Clark, Dr. Rollins (18:00).

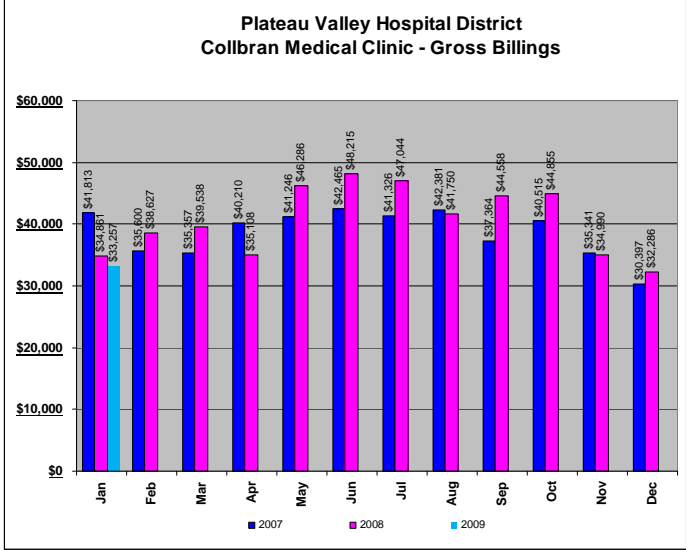
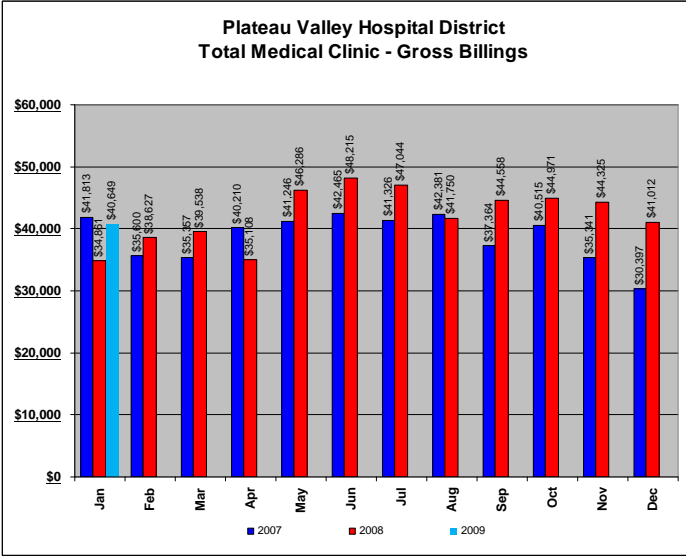
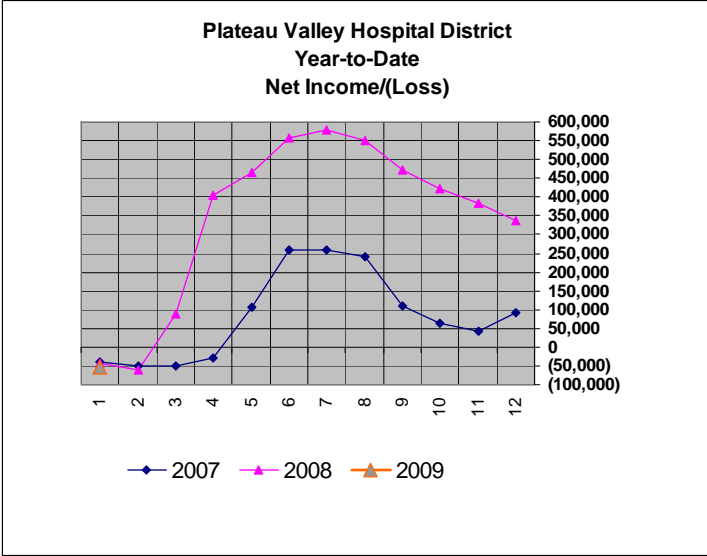
Other: Lisa Hemann of Chadwick, Steinkirchner, Davis & Co., P.C.

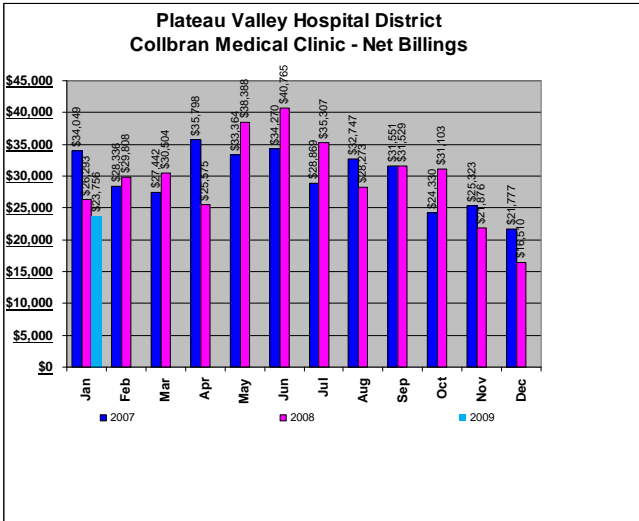
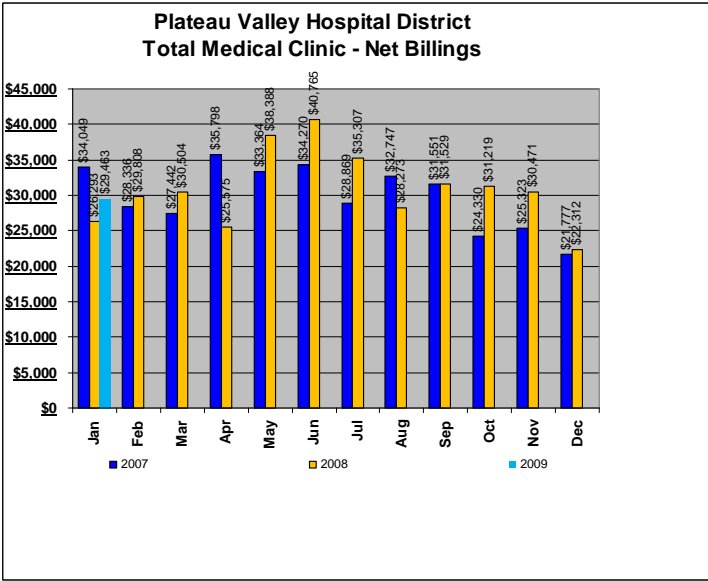
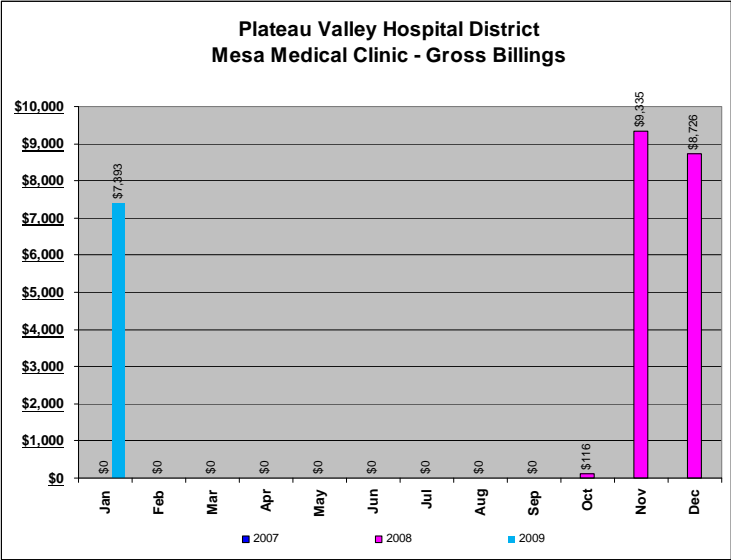
MEETING CALLED TO ORDER AT 17:16 BY FRANK WAGNER, VICE PRESIDENT.

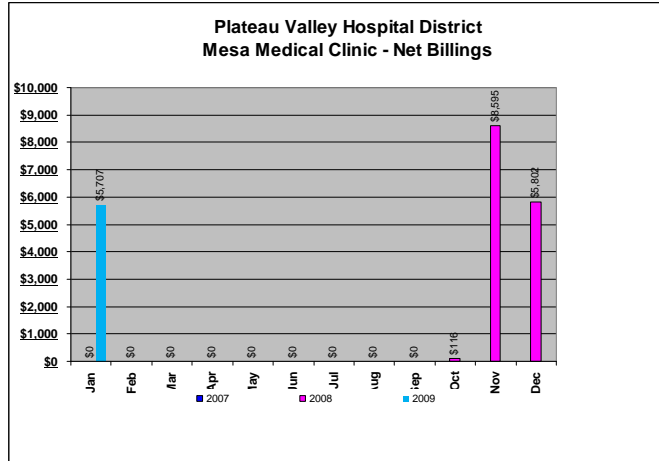
1. AUDIT PRESENTATION – Given by Lisa Hemann of Chadwick, Steinkirchner, Davis & Co., P.C.
2. MINUTES  
 January 19, 2009 Regular Meeting
  - **Resolution 1:** Be it resolved that the minutes of the January 19, 2009, regular meeting be approved as presented. Denny Holmes motioned and Bob Wilson seconded. Motion carried unanimously.
3. CLINIC CONSULTANT REPORT  
 Jessi checked with Debbie about the percentage we write-off. It is around 27%. The national average for family practice is 22-31%. We are in the middle which is good given the number of Medicare and Medicaid patients that we have. There are projections that write-offs may go up to 37% in 2009.
4. CONSULTANT CPA REPORT

	<b>Charges</b>	<b>Write Offs Misc. Inc.</b>	<b>Net Receipts</b>	<b>January, 2009</b>	<b>Operating Expense</b>	<b>Net Ordinary Income</b>	<b>Other Income/Exp</b>	<b>Net Income/(Loss)</b>
Clinic-Collbran	33,256.96	-9,501.01	23,755.95		-72,769.89	-49,013.94	0.00	-49,013.94
Clinic-Mesa	7,392.50	-1,685.22	5,707.28		-13,208.69	-7,501.41	0.00	-7,501.41
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>1,014.12</u>	<u>0.00</u>	<u>1,014.12</u>	-	0.00	1,014.12	<u>1,600.23</u>	<u>2,614.35</u>
Total	<u>41,663.58</u>	<u>11,186.23</u>	<u>30,477.35</u>	-	<u>-85,978.58</u>	<u>-55,501.23</u>	<u>1,600.23</u>	<u>-53,901.00</u>









- **Resolution 2:** Be it resolved that the accounts payable and payroll checks (#46602-46652) are approved. Bob Wilson motioned and Denny Holmes seconded. Motion carried unanimously.
- **Resolution 3:** Be it resolved that the Board of Directors approves the January write-offs in the amount of \$11,186.23. Denny Holmes and Bob Wilson seconded. Motion carried unanimously.

5. ENVIRONMENTAL SERVICES

- The new environmental services coordinator started this week.
- **Resolution 4:** Be it resolved that the Board of Directors accepts the bid from ACE Insulation to fill the Mesa Clinic walls for \$3024.00. Denny Holmes motioned and Bob Wilson seconded. Motion carried unanimously.
- **Resolution 5:** Be it resolved that the Board of Directors approves the expenditure to BARCO Products Company for the mats for the Mesa Clinic. Denny Holmes motioned and Bob Wilson seconded. Motion carried unanimously.

6. OLD BUSINESS

- Doctors' Contract – Denny made the necessary modifications. Jessi will retype and send it to the attorney to review.
- Long-term planning – The committee has continued to meet to discuss the long-term needs of the building.

7. NEW BUSINESS

- Dr. Woodyard would like to work on a USDA grant for new x-ray equipment to make us digital. We are going to lose the ability to send films for over-read. We are going to have to send them electronically or not at all.
- **Resolution 6:** Be it resolved that the Board of Directors approves the pursuit of a USDA DLT grant with us pledging to match 30% of the total project budget to upgrade the x-ray room to digital for both Mesa and Collbran. Bob Wilson motioned and Denny Holmes seconded. Motion carried unanimously.

8. CLINIC REPORT

**2009 Census**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Total Dr Appt	256												256
# Days	21												21
Ave/Day	12.19	####	####	####	####	####	####	####	####	#####	#####	####	12.19
Lab/Inj	79												79
Pharm	23												23
AH Pharm	0												0
After Hours	6												6
Other	8												8
Paged Calls	77												77
Clinic New Pt	26												26
Clinic 1X Pt	4												4

<b>M - Dr Appt</b>	<b>68</b>													<b>68</b>
<b>M - # 1/2 Days</b>	<b>13</b>													<b>13</b>
<b>M - Ave/1/2 day</b>	<b>5.23</b>	<b>####</b>	<b>####</b>	<b>####</b>	<b>####</b>	<b>####</b>	<b>####</b>	<b>####</b>	<b>####</b>	<b>####</b>	<b>####</b>	<b>#DIV/0!</b>	<b>####</b>	<b>5.23</b>
<b>M - MA appt</b>	<b>8</b>													<b>8.00</b>
<b>M - New Pt</b>	<b>17</b>													<b>17</b>
<b>M - 1 X Pt</b>	<b>0</b>													<b>0</b>

- Physician Report - There was discussion on the scheduling of appointments and paperwork. We may need to try to have more of the acute care go to Mesa where they may have a lighter load.
- Office Manager Report – There was discussion of renting the conference room to a group that wants to do a pregnancy center. It was decided that it would not work well in that space. There was discussion of whether to close for an hour at lunch. This topic was tabled.

9. FEBRUARY EVALUATION / RAISES

- Annual: None
- 3 Month: Jaylene Kirby
- **Resolution 7:** Be it resolved that the Board of Directors accepts the evaluation of the employee. Bob Wilson motioned and Denny Holmes seconded. Motion carried unanimously.

Meeting adjourned at 19:02.

Respectfully submitted,

Jessi Clark, secretary to the Board