

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

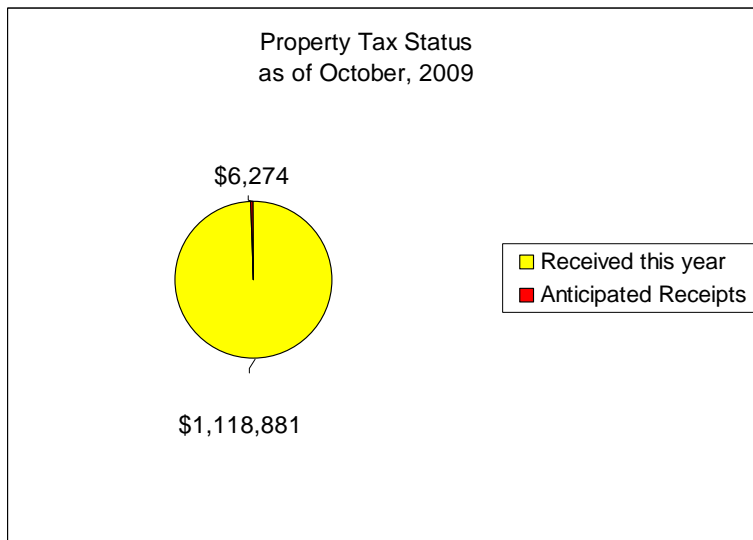
Attendance: Board: Helen Spence, Frank Wagner, Dave Bristol, Denny Holmes, Bob Wilson.  
 Staff: Shannon Currier, Dr. Walters, Jessi Clark.

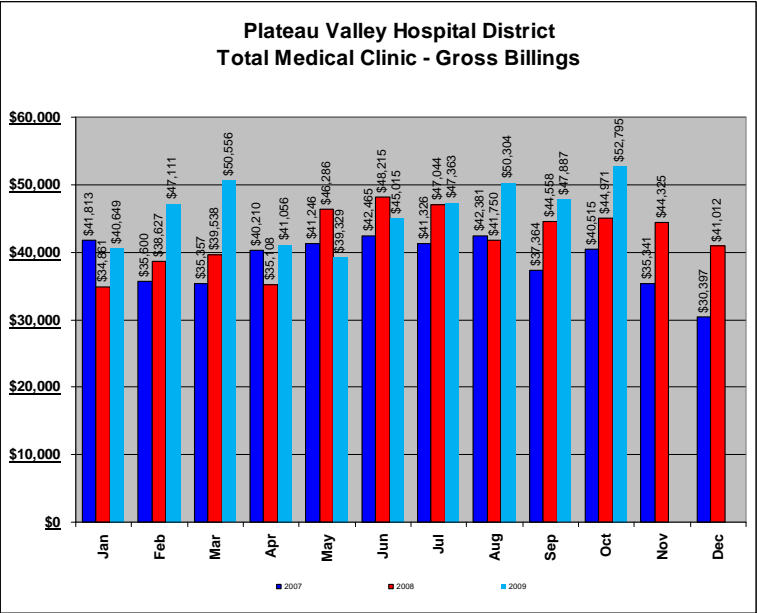
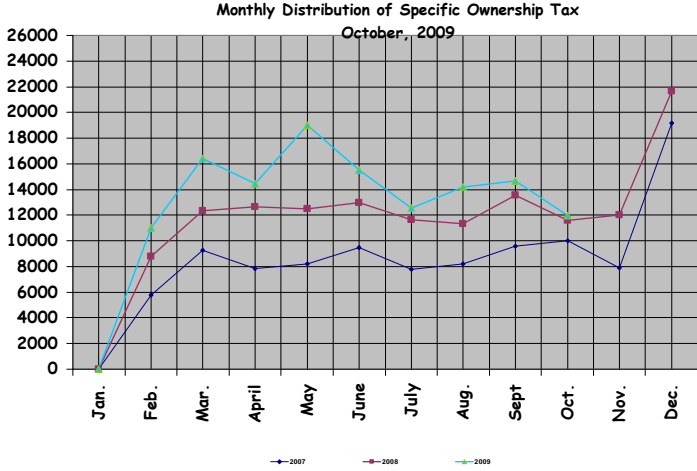
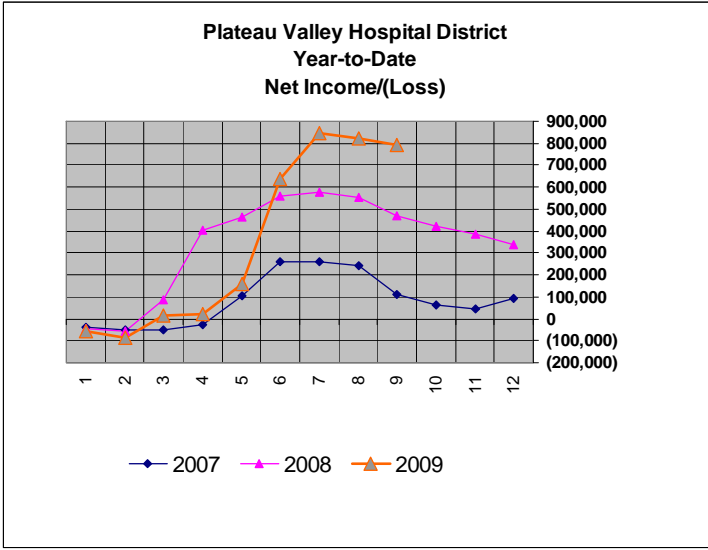
MEETING CALLED TO ORDER AT 17:19 BY HELEN SPENCE, PRESIDENT.

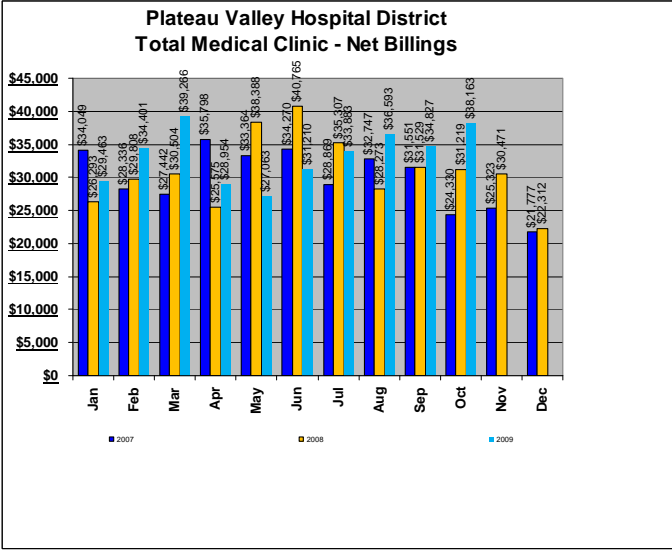
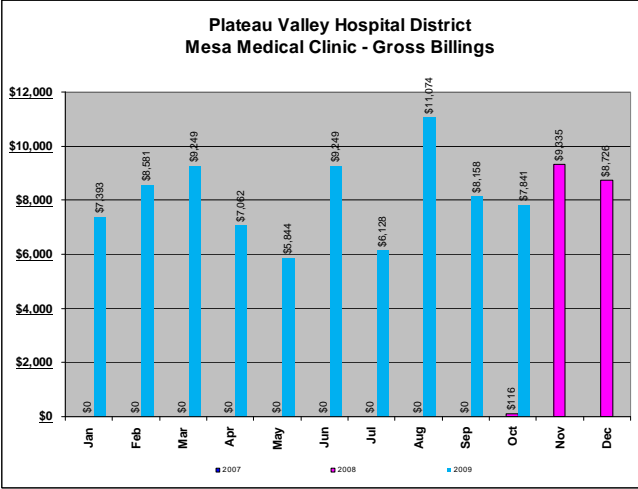
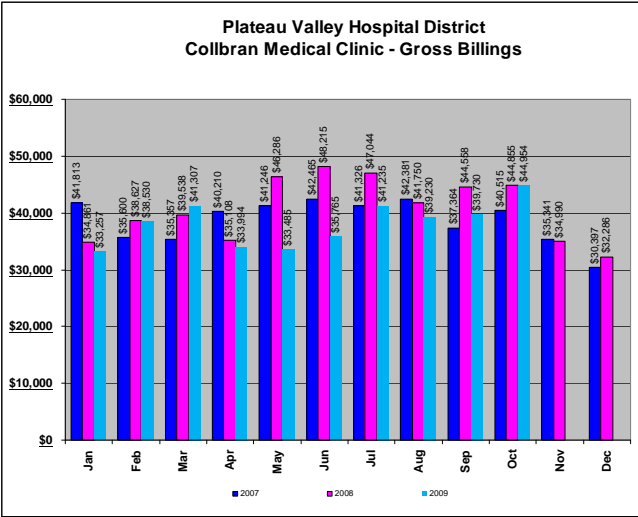
1. ROLL CALL: Helen, present. Frank, present. Dave, present. Bob, present. Denny, present.
2. MINUTES  
 October 20, 2009 Regular Meeting
  - **Motion 1:** Frank Wagner motioned to accept the minutes of the October 20, 2009 regular meeting be approved as presented. Dave Bristol seconded. Motion carried unanimously.
3. CLINIC CONSULTANT REPORT
  - Lynette, who does our billing, has our aging looking better than they ever have been. She has 2 items in the 91-120 days she is working on. We don't have anything older.
  - Rocky Mountain Health Plans is going to increase our reimbursements 3% in 2010. Debbie suggests that we raise our insurance fee schedule \$5-10 per procedure or office visit. We will keep the cash pay fee schedule the same.

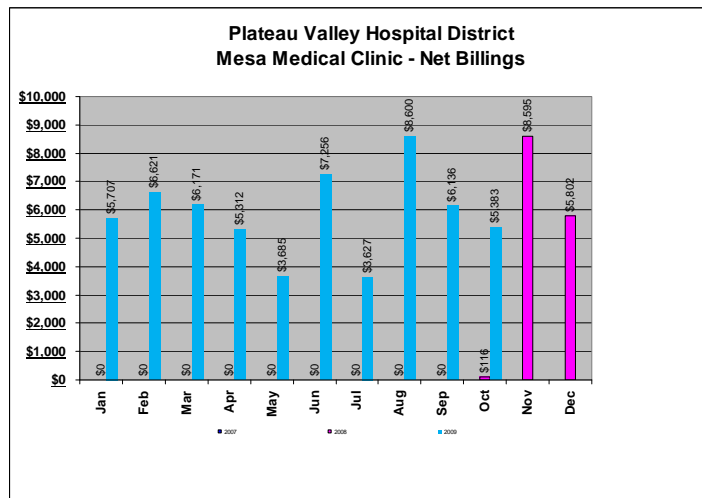
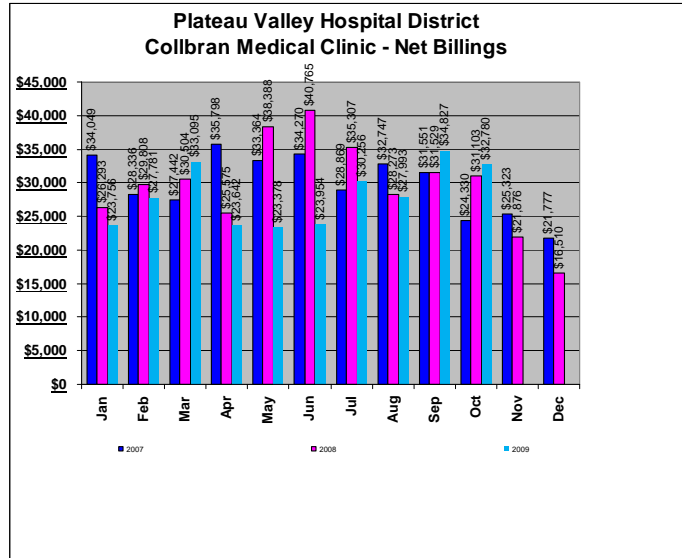
4. CONSULTANT CPA REPORT

				<b>October, 2009</b>				
	<b>Charges</b>	<b>Write Offs Misc. Inc.</b>	<b>Net Receipts</b>		<b>Operating Expense</b>	<b>Net Ordinary Income</b>	<b>Other Income/Exp</b>	<b>Net Income/(Loss)</b>
Clinic-Collbran	44,954.35	-12,174.61	32,779.74		-72,313.03	-39,533.29	0.00	-39,533.29
Clinic-Mesa	7,841.00	-2,457.71	5,383.29		-11,343.53	-5,960.24	0.00	-5,960.24
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>1,100.00</u>	<u>0.00</u>	<u>1,100.00</u>		<u>0.00</u>	1,100.00	<u>17,655.92</u>	<u>18,755.92</u>
Total	<u>53,895.35</u>	<u>-14,632.32</u>	<u>39,263.03</u>		<u>-83,656.56</u>	<u>-44,393.53</u>	<u>17,655.92</u>	<u>-26,737.61</u>









- **Motion 2:** Dave Bristol motioned that the accounts payable and payroll checks (#47128-47188) are approved. Frank Wagner seconded. Motion carried unanimously
- **Motion 3:** Denny Holmes motioned that the October write-offs in the amount of \$14,632.32 be approved. Bob Wilson seconded. Motion carried unanimously.

5. ENVIRONMENTAL SERVICES

- Electricity – We will need to have some electrical work done before the physical therapist can move into the rooms in the mid-wing. They looked it over today and will get some numbers to us soon.

6. OLD BUSINESS

- Long-term Planning - We signed a contract on a piece of land with a 120 day window to get the zoning changed to commercial. Dave and Frank will work with the landowner and the town to see about annexation, commercial zoning, water, and sewer.

7. NEW BUSINESS

- A designated election official needs to be appointed for the May 2010 election.
- **Resolution 1:** See attached.

8. CLINIC REPORT  
Census

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Total Dr Appt	256	309	299	268	264	270	303	283	284	292			2828
# Days	21	20	22	22	20	22	22	21	21	22			213
Ave/Day	12.19	15.45	13.59	12.18	13.20	12.27	13.77	13.48	13.52	13.27	#####	####	13.28
Lab/Inj	79	80	82	95	71	90	89	77	127	164			954
Pharm	23	15	18	19	11	12	16	9	12	10			145
AH Pharm	0	1	0	1	0	0	0	1	1	0			4
After Hours	6	1	6	0	10	7	19	15	15	5			84
Other	8	13	9	18	17	15	13	18	7	6			124
Paged Calls	77	70	51	51	53	50	75	58	51	34			570
Clinic New Pt	26	28	20	12	14	20	44	34	27	28			253
Clinic 1X Pt	4	2	0	0	0	0	3	0	1	4			14
<b>M - Dr Appt</b>	<b>68</b>	<b>93</b>	<b>73</b>	<b>63</b>	<b>60</b>	<b>67</b>	<b>61</b>	<b>92</b>	<b>71</b>	<b>86</b>			<b>734</b>
<b>M - # 1/2 Days</b>	<b>13</b>	<b>9</b>	<b>13</b>	<b>13</b>	<b>11</b>	<b>13</b>	<b>12</b>	<b>14</b>	<b>11</b>	<b>14</b>			<b>123</b>
<b>M - Ave/1/2 day</b>	<b>5.23</b>	<b>10.33</b>	<b>5.62</b>	<b>4.85</b>	<b>5.45</b>	<b>5.15</b>	<b>5.08</b>	<b>6.57</b>	<b>6.45</b>	<b>6.14</b>	<b>#DIV/0!</b>	<b>####</b>	<b>5.97</b>
<b>M - MA appt</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>7</b>	<b>11</b>	<b>10</b>	<b>10</b>	<b>8</b>	<b>15</b>	<b>1</b>			<b>89</b>
<b>M - Pharm</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>2</b>
<b>M - Other</b>							<b>8</b>	<b>7</b>	<b>2</b>	<b>4</b>			<b>21</b>
<b>M - New Pt</b>	<b>17</b>	<b>9</b>	<b>7</b>	<b>6</b>	<b>10</b>	<b>5</b>	<b>4</b>	<b>9</b>	<b>7</b>	<b>13</b>			<b>87</b>
<b>M - 1 X Pt</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>

Collbran

2009	EW pt	EW days	EW ave	SR pt	SR days	SR ave	LW pt	LW day	LW ave
Jan	112	10	11.20	118	9	13.11	26	2	13.00
Feb	134	9	14.89	149	9	16.56	26	2	13.00
Mar	92	7.5	12.27	167	12	13.92	40	2.5	16.00
Apr	117	11	10.64	125	9	13.89	26	2	13.00
May	118	10	11.80	126	8.5	14.82	20	1.5	13.33
Jun	128	10.5	12.19	123	9	13.67	19	2.5	7.60
Jul	117	8.5	13.76	163	11.5	14.17	23	2	11.50
Aug	114	9.5	12.00	130	9	14.44	39	2.5	15.60
Sep	152	12	12.67	112	7.5	14.93	20	1.5	13.33
Oct	104	9	11.56	161	11	14.64	27	2	13.50
Nov			#DIV/0!			#DIV/0!			#DIV/0!
Dec			#DIV/0!			#DIV/0!			#DIV/0!
<b>Totals</b>	<b>1,188</b>	<b>97</b>	<b>12.25</b>	<b>1,374</b>	<b>95.5</b>	<b>14.39</b>	<b>266</b>	<b>20.5</b>	<b>12.98</b>

Mesa

2009	EW pt	EW days	EW ave	SR pt	SR days	SR ave	LW pt	LW days	LW ave
Jan	6	2	3.00	18	2	9.00	44	9.00	4.89
Feb	16	2	8.00	19	2	9.50	58	8.00	7.25
Mar	2	1	2.00	31	4	7.75	40	8.00	5.00
Apr	7	2	3.50	14	2	7.00	42	9.00	4.67
May	10	2	5.00	10	1	10.00	40	8.00	5.00
Jun	13	3	4.33	11	2	5.50	43	8.00	5.38

Jul	5	1	5.00	17	3	5.67	39	8.00	4.88
Aug	16	3	5.33	18	2	9.00	58	9.00	6.44
Sep	10	2	5.00	8	1	8.00	53	8.00	6.63
Oct	12	2	6.00	18	2	9.00	56	9.00	6.22
Nov			#DIV/0!			#DIV/0!			#DIV/0!
Dec			#DIV/0!			#DIV/0!			#DIV/0!
<b>Totals</b>	<b>97</b>	<b>20</b>	<b>4.85</b>	<b>164</b>	<b>21</b>	<b>7.81</b>	<b>473</b>	<b>84.00</b>	<b>5.63</b>

- Physician Report –There are some computer problems that are being worked on. Jessi mentioned that we will probably need a new server in the next year. Shannon will add to the budget.
- Office Manager Report  
Boiler – The boiler needed service done. A couple of valves were replaced.
- **Motion 4:** Denny Holmes motioned to pay the bill to Haining Heating and Refrigeration in the amount of \$952.60. Bob Wilson seconded. Motion carried unanimously.  
December Meeting – Our December meeting is scheduled for the 15<sup>th</sup>. We have to have the documentation on the mill levy to the County by 5pm that day. There was discussion of whether to move the regular meeting to an earlier date or have a special meeting.
- **Motion 5:** Frank Wagner motioned to move the December regular meeting to Tuesday, December 8 at 5:20PM. Bob Wilson seconded. Motion carried unanimously.
- Marketing – pictures have been taken with all three doctors for our ad.

#### 9. NOVEMBER EVALUATION / RAISES

- Annual: Jessi Clark, Jaylene Kirby (housekeeping), Emma Woodyard
- 3 Month: None
- **Motion 6:** Denny Holmes motioned to accept the evaluations of the employees and approve the annual raises applicable. Frank Wagner seconded. Motion carried unanimously.

#### 10. EXECUTIVE SESSION - personnel

- **Motion 7:** Bob Wilson motioned to go into Executive Session for personnel matters pursuant to CRS 24-6-402(4)(f) at 18:45. Dave Bristol seconded. Motion carried unanimously.
- MEETING RECONVENED AT 19:10.
- **Motion 8:** Denny Holmes motioned to increase the figure from which bonuses are calculated to \$1500 and apply to the staff as we have in the past. Bob Wilson seconded. Motion carried unanimously.
- **Motion 9:** Denny Holmes motioned to increase the baseline numbers on the wage scale by 3% for 2010 and to be applied at the time of the employee's annual review. Dave Bristol seconded. Motion carried unanimously.
- **Motion 10:** Bob Wilson motioned to add a \$0.50 increase for passing the pharmacy technician exam. Frank Wagner seconded. Motion carried unanimously.
- **Motion 11:** Denny Holmes motioned to authorize Jessi to apply the CPI number to the full time physician contracts as directed in those contracts for 2010. Dave Bristol seconded. Motion carried unanimously.
- **Motion 12:** Denny Holmes motioned to increase the hourly amount for the part time physician contract to \$110. Bob Wilson seconded. Motion carried unanimously.
- There was discussion of the clinic no show policy. It will be revisited at the next meeting.

Meeting adjourned at 19:17.

Respectfully submitted,

Jessi Clark, secretary to the Board