

**PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES**  
 Tuesday, January 19, 2010

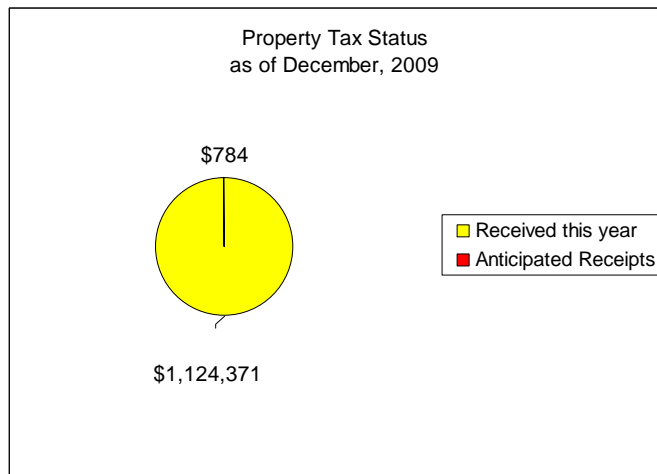
Attendance: Board: Helen Spence, Bob Wilson, Dave Bristol, Frank Wagner. Denny Holmes not present.  
 Staff: Jessi Clark, Shannon Currier, Dr. Woodyard (17:55).

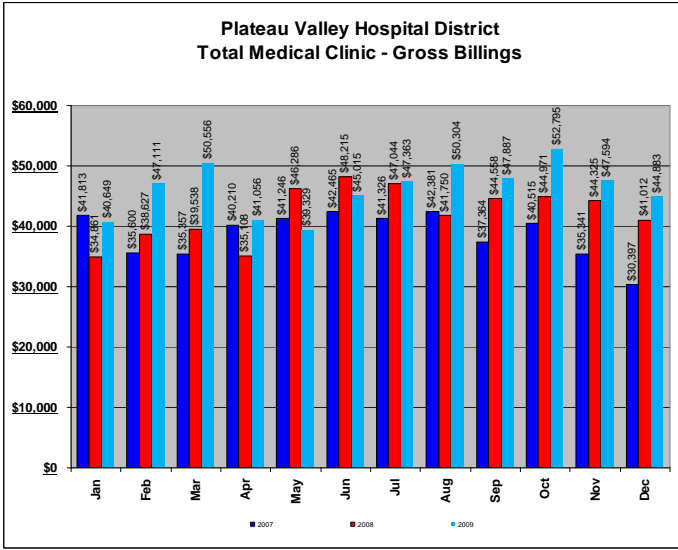
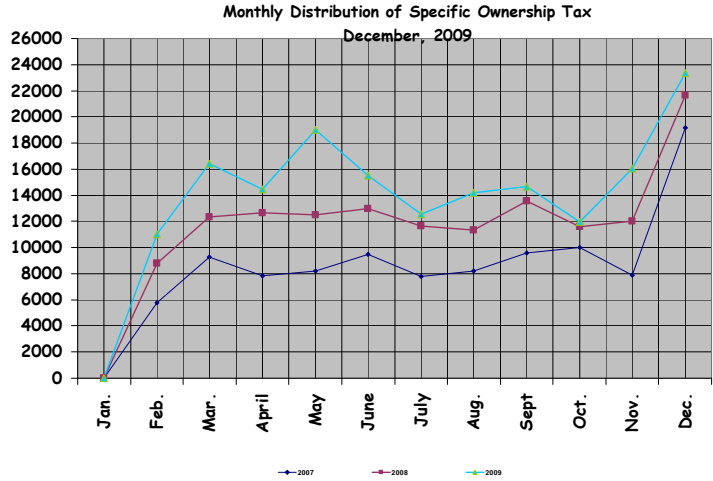
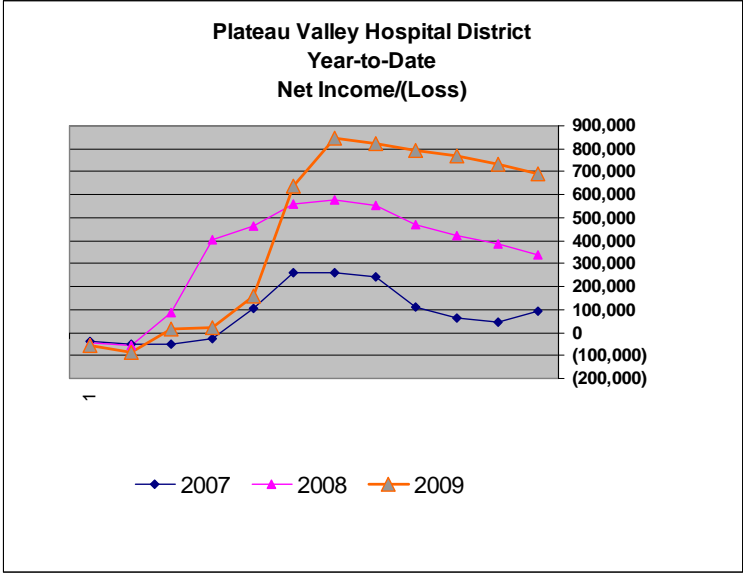
MEETING CALLED TO ORDER AT 17:20 BY HELEN SPENCE, PRESIDENT.

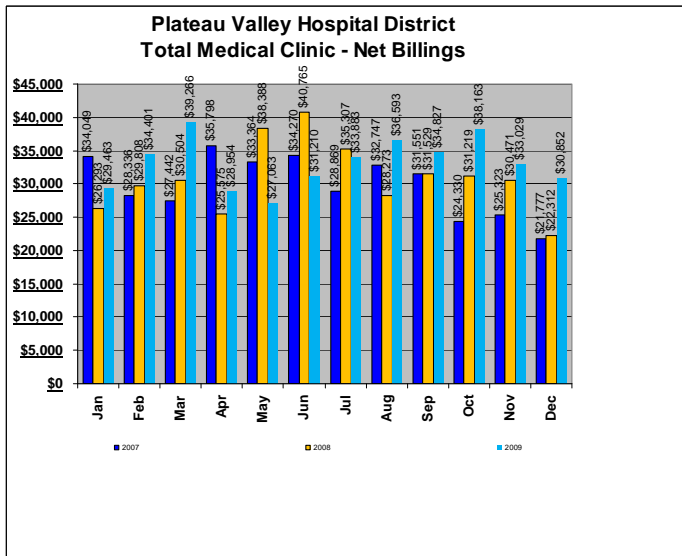
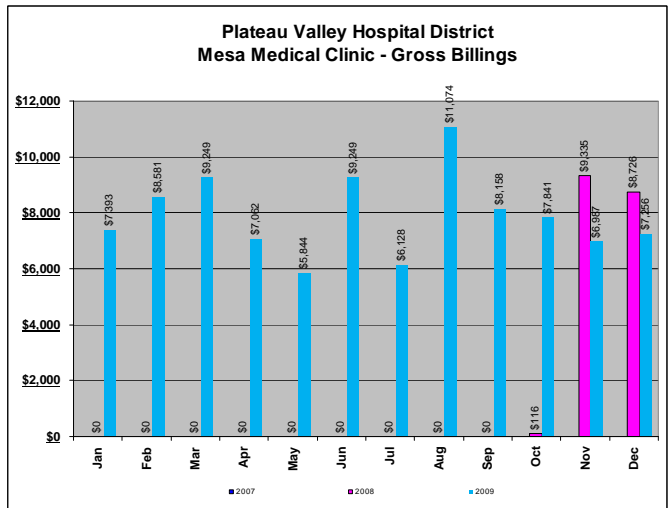
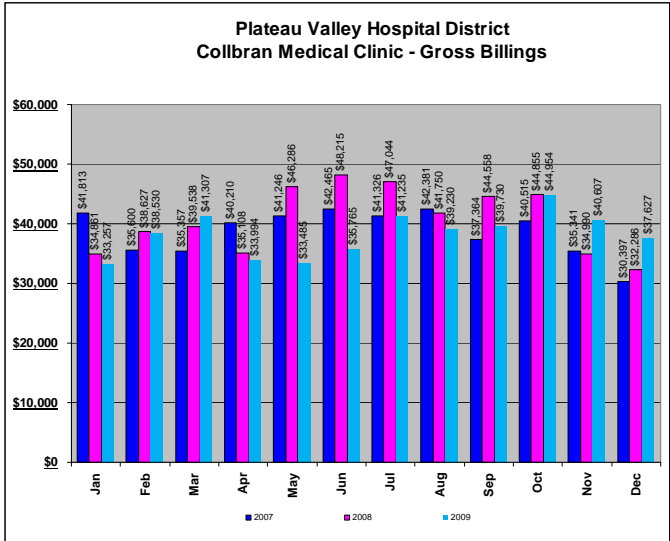
1. ROLL CALL: Helen Spence, present. Frank Wagner, present. Dave Bristol, present. Bob Wilson, present. Denny Holmes, excused.
2. MINUTES  
 December 14, 2009 Regular Meeting
  - **Motion 1:** Dave Bristol motioned that the minutes of the December 14, 2010 regular meeting be approved as presented. Bob Wilson seconded. Motion carried unanimously.
 January 5, 2010 Special Meeting
  - **Motion 2:** Frank Wagner motioned that the minutes of the January 5, 2010 special meeting be approved as presented. Dave Bristol seconded. Motion carried unanimously.
3. CLINIC CONSULTANT REPORT  
 Fee schedule – Rocky has adjusted their fee schedule by 3%. Medicare will hold until the end of February and then it is dependant upon what the legislature does.  
 Collections – We have more patients with no insurance or higher deductibles and copays. The staff is doing good collecting, but we are seeing some decline due to the recession and job market.

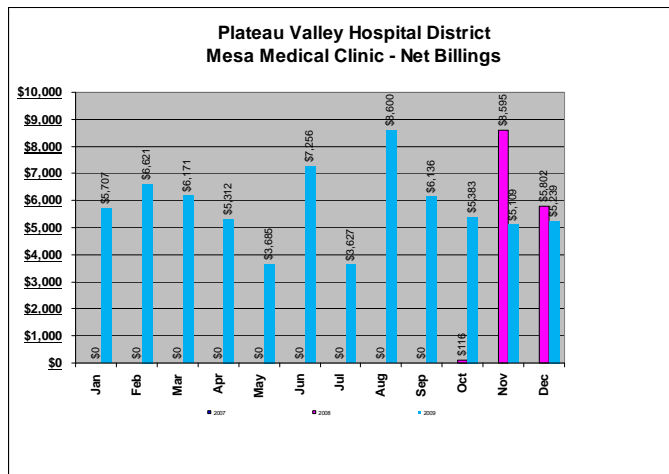
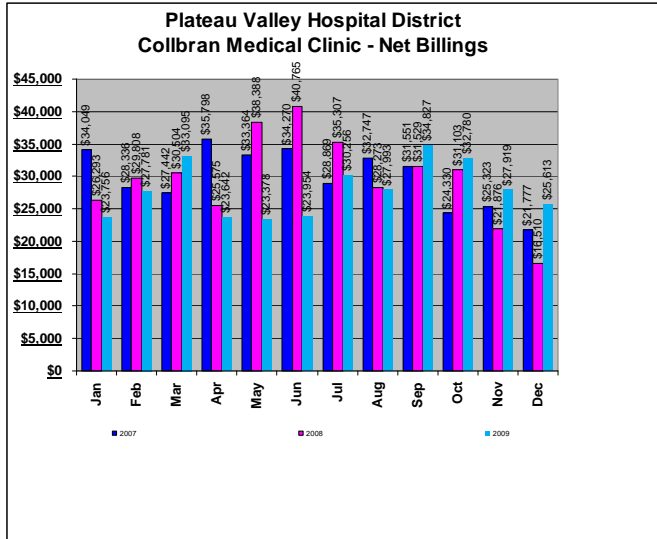
4. CONSULTANT CPA REPORT

				<b>December, 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	37,627.13	-12,014.14	25,612.99		-95,225.44	-69,612.45	0.00	-69,612.45
Clinic-Mesa	7,255.60	-2,016.34	5,239.26		-11,898.32	-6,659.06	0.00	-6,659.06
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>1,600.00</u>	<u>0.00</u>	<u>1,600.00</u>	-	<u>0.00</u>	1,600.00	<u>32,436.25</u>	<u>34,036.25</u>
Total	<u>46,482.73</u>	<u>-14,030.48</u>	<u>32,452.25</u>	-	<u>-107,123.76</u>	<u>-74,671.51</u>	<u>32,436.25</u>	<u>-42,235.26</u>









- **Motion 3:** Bob Wilson motioned that the accounts payable and payroll checks (#47240-47315) are approved. Frank Wagner seconded. Motion carried unanimously.
- **Motion 4:** Dave Bristol motioned that the Board of Directors approves the December write-offs in the amount of \$14,030.48. Frank Wagner seconded. Motion carried unanimously.

5. ENVIRONMENTAL SERVICES

- Van – There was discussion of the van's practical use for the District. It was decided to have it looked at to make sure nothing is wrong with it and look into donating it to another non-profit in the District. It was suggested that Clint research the cost of a used truck.

6. OLD BUSINESS

- Long-term Planning – The other parcels near the one we are pursuing sold. The new owner is not interested in annexation of those pieces at this time. We need to have the civil engineer find out about a right of way across that property. The town master plan will probably take a year, but we can continue to pursue annexation while that process is happening. The annexation should take about six months. There was clarification that having Jessi listed as the contact person does not give her any decision making authority. It was decided to work on a document showing the need for a new building.

7. NEW BUSINESS

- There was discussion that the District's policy book and the Board manuals both need updating. Jessi will order samples from the Special District Association to begin work on them. The can then be taken and review piece by piece.

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	292	247	3367
# Days	21	20	22	22	20	22	22	21	21	22	18.5	20.5	252
Ave/Day	12.19	15.45	13.59	12.18	13.20	12.27	13.77	13.48	13.52	13.27	15.78	12.05	13.36
Lab/Inj	79	80	82	95	71	90	89	77	127	164	147	110	1211
Pharm	23	15	18	19	11	12	16	9	12	10	14	16	175
AH Pharm	0	1	0	1	0	0	0	1	1	0	0	0	4
After Hours	6	1	6	0	10	7	19	15	15	5	15	12	111
Other	8	13	9	18	17	15	13	18	7	6	10	15	149
Paged Calls	77	70	51	51	53	50	75	58	51	34	39	39	648
Clinic New Pt	26	28	20	12	14	20	44	34	27	28	17	8	278
Clinic 1X Pt	4	2	0	0	0	0	3	0	1	4	6	5	25
<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>82</b>	<b>63</b>	<b>879</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>11</b>	<b>12</b>	<b>146</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>7.45</b>	<b>5.25</b>	<b>6.02</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>22</b>	<b>19</b>	<b>130</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>0</b>	<b>1</b>	<b>3</b>
<b>M - Other</b>							<b>8</b>	<b>7</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>4</b>	<b>27</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>14</b>	<b>6</b>	<b>107</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>	<b>2</b>	<b>2</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	152	10	15.20	97	6	16.17	43	2.5	17.20
Dec	128	11.5	11.13	96	7	13.71	23	2	11.50
<b>Totals</b>	<b>1,468</b>	<b>118.5</b>	<b>12.39</b>	<b>1,567</b>	<b>108.5</b>	<b>14.44</b>	<b>332</b>	<b>25</b>	<b>13.28</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	21	2	10.50	25	3	8.33	36	6.00	6.00
Dec	11	2	5.50	13	2	6.50	39	8.00	4.88
<b>Totals</b>	<b>129</b>	<b>24</b>	<b>5.38</b>	<b>202</b>	<b>26</b>	<b>7.77</b>	<b>548</b>	<b>98.00</b>	<b>5.59</b>

- Physician Report
  - Coverage – There was discussion of physician coverage.
  - Contract – The contract was reviewed and signed by Dr. Woodyard.
- **Motion 5:** Bob Wilson motioned that he Board of Directors to accept the physician contract as presented. Frank Wagner seconded. Motion carried unanimously.
- Office Manager Report
  - No show policy – There was discussion of the no show policy. It will continue to be monitored.
  - Board Postings
- **Motion 6:** Frank Wagner motioned that the Board of Directors continue to have the monthly Board meetings on the third Tuesday of the month at 5:20PM in the upstairs conference room at the Collbran Clinic and that the meeting information be posted at the Mesa Clinic, Collbran Clinic, and Collbran Library. Bob Wilson seconded. Motion carried unanimously.
  - Election – It was decided to conduct the election by mail ballot.
  - Audit – The auditors finished the onsite portion today. The presentation will be at the next Board meeting.
  - Wage Scale - To make sure that the wage scale is being applied correctly since not all current employees fit at an exact level, a copy with the employee's position on the scale will be placed in their file to reference at their annual review.

9. JANUARY EVALUATION / RAISES

- Annual: Joy Campbell
- 3 Month: None
- **Motion 7:** Dave Bristol motioned that the Board of Directors accepts the evaluation of the employee and the annual raise applicable. Bob Wilson seconded. Motion carried unanimously.

Meeting adjourned at 19:25.

Respectfully submitted,

Jessi Clark, secretary to the Board