

**PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES**

Tuesday, October 18, 2011

Attendance: Board: Helen Spence, Frank Wagner, Dave Bristol.  
 Staff: Shannon Currier, Clint Lanford, Jessi Clark, Dr. Rollins, Dr. Woodyard.  
 Other: Danny Currier

MEETING CALLED TO ORDER AT 17:16 BY HELEN SPENCE PRESIDENT.

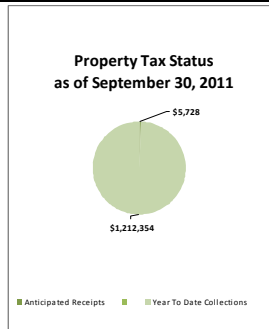
1. ROLL CALL: Helen Spence, present. Frank Wagner, present. Dave Bristol, present. Bob Wilson, excused. Denny Holmes, excused.
2. MINUTES
  - September 20, 2011 Regular Meeting
    - **Motion 1:** Dave Bristol motioned that the minutes of the September 20, 2011 regular meeting be approved as presented. Frank Wagner seconded. Motion carried unanimously.
  - September 27, 2011 Special Meeting
    - **Motion 2:** Frank Wagner motioned that the minutes of the September 27, 2011 special meeting be approved as presented. Dave Bristol seconded. Motion carried unanimously.
3. CLINIC CONSULTANT REPORT
 

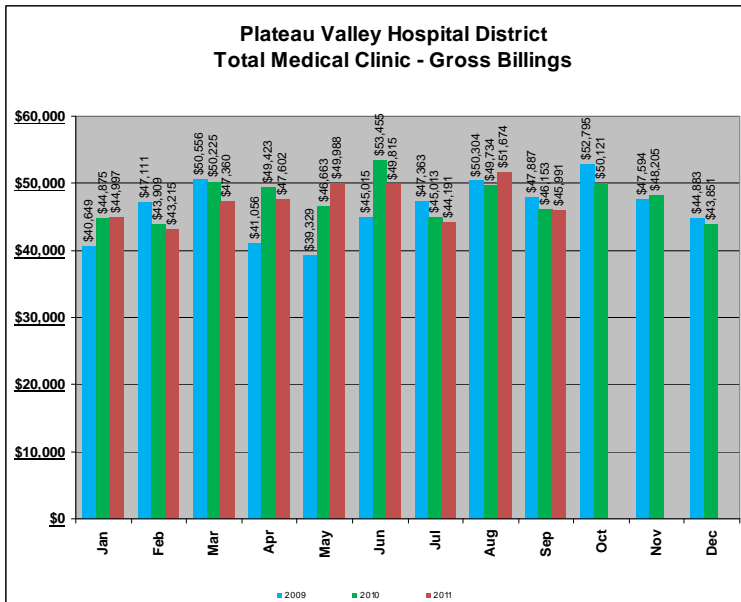
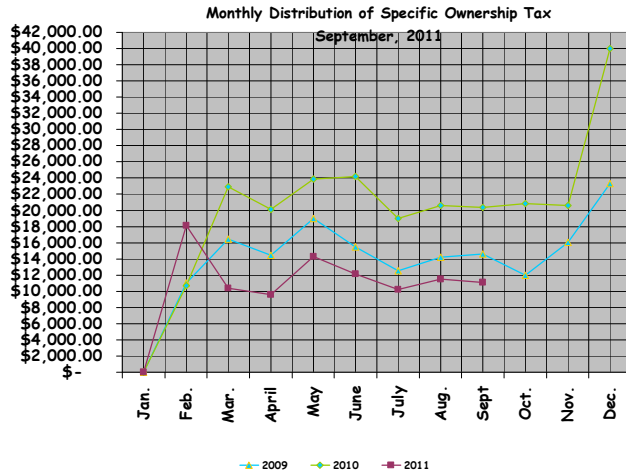
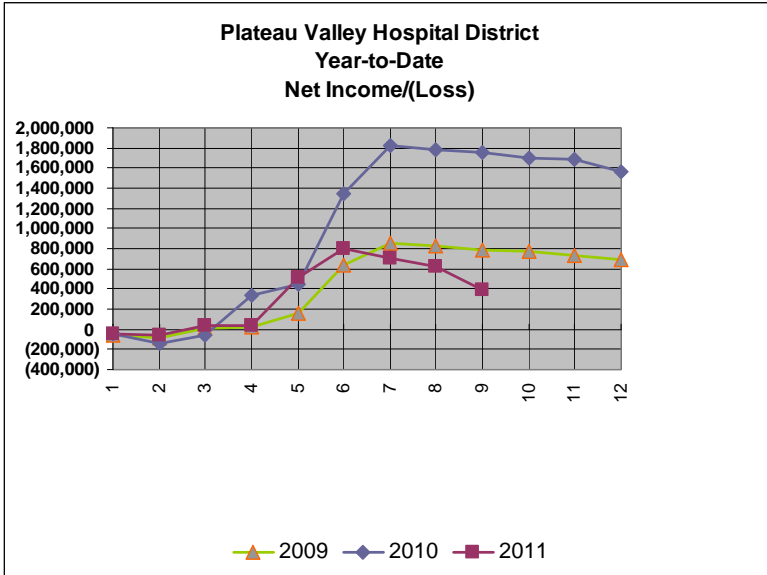
Nothing presented.
4. WOOD PROJECT – NEW CONSTRUCTION
 

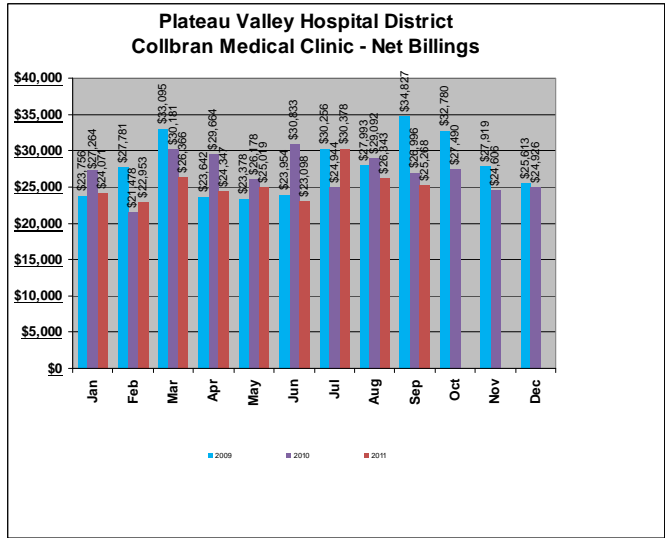
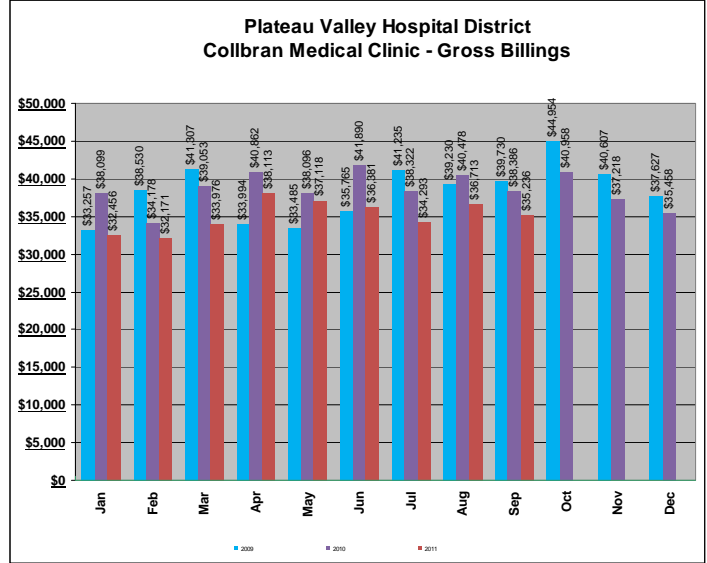
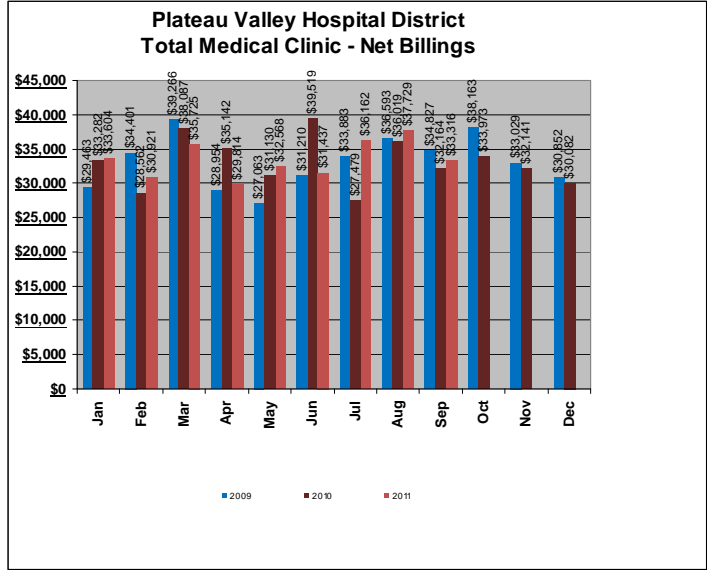
Danny Currier attended and presented some drawings of the idea for the paneling made from the harvested wood. He will prepare a cost estimate for the next meeting.

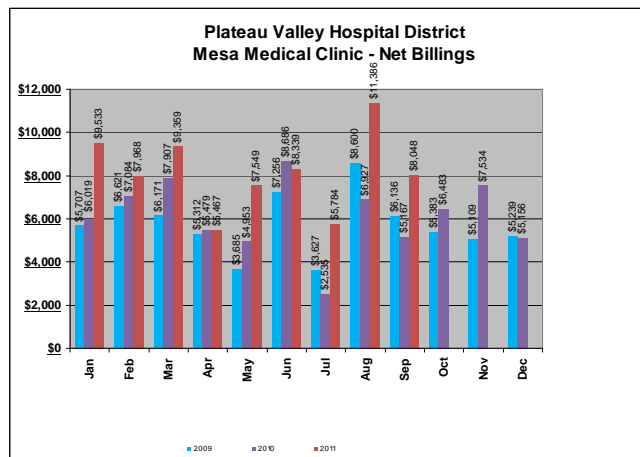
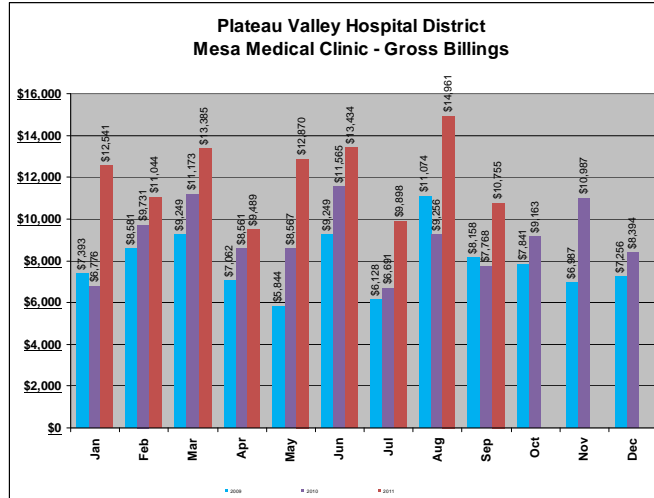
  - **Motion 3:** Dave Bristol motioned that the Board of Directors accept the design presented and have Danny Currier proceed. Frank Wagner seconded. Motion carried unanimously.
5. CONSULTANT CPA REPORT

				September, 2011				
	Charges	Write Offs Misc. Inc.	Net Receipts		Operating Expense	Net Ordinary Income	Other Income/Exp	Net Income/(Loss)
Clinic-Collbran	35,236.41	-9,968.27	25,268.14		-80,438.40	-55,170.26	0.00	-55,170.26
Clinic-Mesa	10,754.55	-2,707.00	8,047.55		-9,886.84	-1,839.29	0.00	-1,839.29
Construction	0.00	0.00	0.00		-242,045.15	242,045.15	0.00	-242,045.15
Grant	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Administrative	3,200.00	0.00	3,200.00		0.00	3,200.00	63,996.33	67,196.33
<b>Total</b>	<b>49,190.96</b>	<b>12,675.27</b>	<b>36,515.69</b>		<b>-332,370.39</b>	<b>295,854.70</b>	<b>63,996.33</b>	<b>-231,858.37</b>









- **Motion 4:** Dave Bristol motioned that the accounts payable & payroll checks (#48488-48552) are approved. Frank Wagner seconded. Motion carried unanimously.
  - **Motion 5:** Frank Wagner motioned that the Board of Directors approves the September write-offs in the amount of \$12,675.27. Dave Bristol seconded. Motion carried unanimously.
6. ENVIRONMENTAL SERVICES  
There was discussion of the need to move the storage shed.
  7. MESA LEASE – It has been five years and so the rent will increase as dictated by the lease agreement.
  8. OLD BUSINESS
    - Construction Update – The building is dried in. The landscaping will be planted in the spring as to minimize losses due to temperature shock. The bill from FCI was reviewed.
    - **Motion 6:** Dave Bristol motioned that the Board of Directors accepts and pays the bill from FCI Constructors. Frank Wagner seconded. Motion carried unanimously.
    - **Motion 7:** Dave Bristol motioned that the Board of Directors approves the change orders to date (water softening system, curb and gutter, credit for the removal of islands, additional electrical cost for outdoor use and sensor override, and replacing fire panel in current building). Frank Wagner seconded. Motion carried unanimously.
    - **Motion 8:** Dave Bristol motioned that the Board of Directors approves the upgrade in flooring costs for the new building. Frank Wagner seconded. Motion carried unanimously.
    - There was discussion that we need to decide how much of the furniture will be taken to the new clinic and how much needs to be ordered. Jessi will work on compiling a list and pricing.

- Physician Recruitment – There was discussion of moving costs and loan repayment options for Dr. Arthur. Jessi will continue to pursue those options.

9. CLINIC REPORT

- Census - None presented
- Physician Report – None presented.
- District Administrator Report - The audit company we have always used (CSD) has sent a commitment letter for this year's audit to be performed in 2012.
- **Motion 9:** Dave Bristol motioned that the Board of Directors accepts the commitment letter from Chadwick, Steinkirchner, Davis & Co. P.C. Frank Wagner seconded. Motion carried unanimously.
- There was discussion that we may have found a way for our medical assistants to test out and receive a state certification. On the past pay scales there was a raise for that. It is time for the compensation committee to look at the wage scale and make sure it is in line. A staff member has compiled a list of what other local business offer in the way of family health coverage for their review also. Jessi met with Home Loan and reviewed all of our insurance policies. They would be happy to meet with the Board if necessary. Dr. Woodyard is on staff with Community Hospital, but Dr. Rollins is not. If we have him apply, we can possibly get better insurance reimbursements. There was discussion that it would be appropriate for them to add that annual cost to their invoice.

10. OCTOBER EVALUATION / RAISES

- Annual: None
- 3 Month: None

Meeting adjourned at 19:20.

Respectfully submitted,

Jessi Clark, District Administrator