

PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES

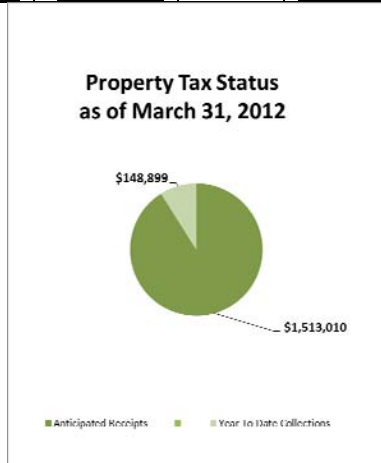
Tuesday, April 17, 2012

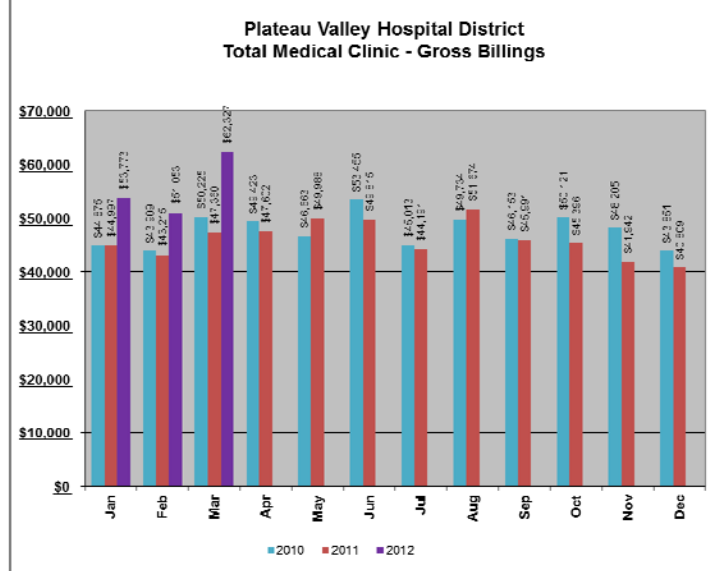
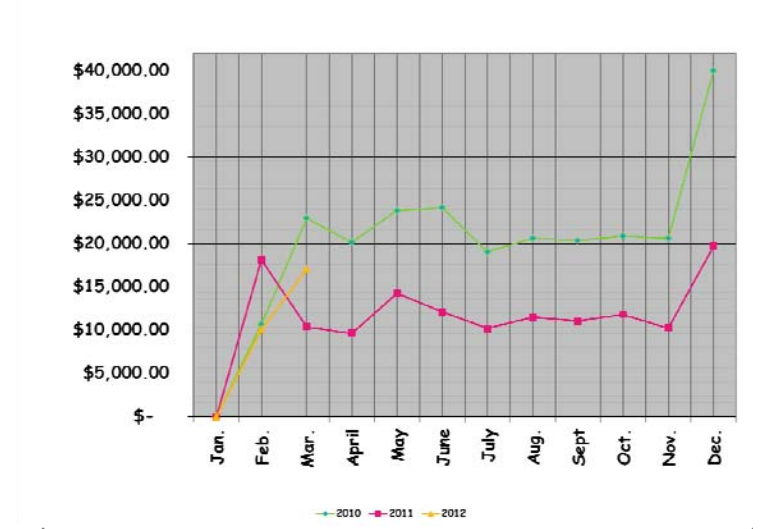
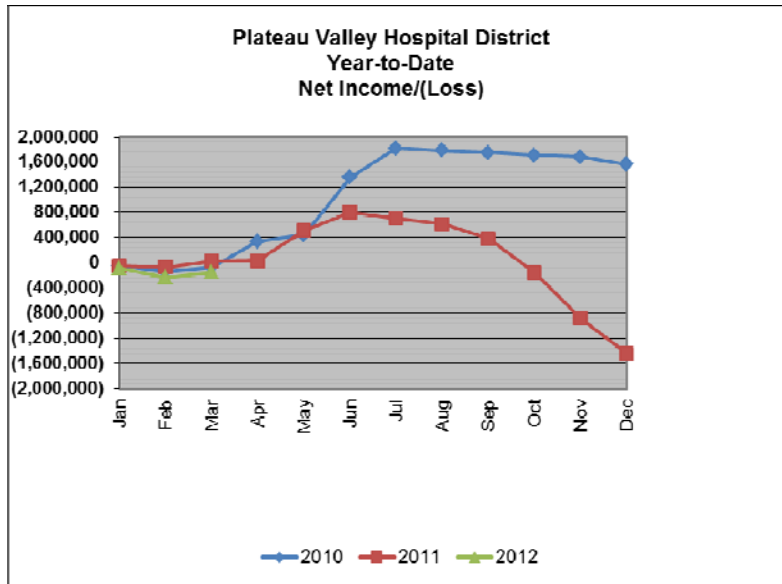
Attendance: Board: Helen Spence, Bob Wilson, Frank Wagner, & Dave Bristol (17:25). Denny Holmes excused.
 Staff & Consultants: Shannon Currier & Jessi Clark.
 Other: Danny Currier

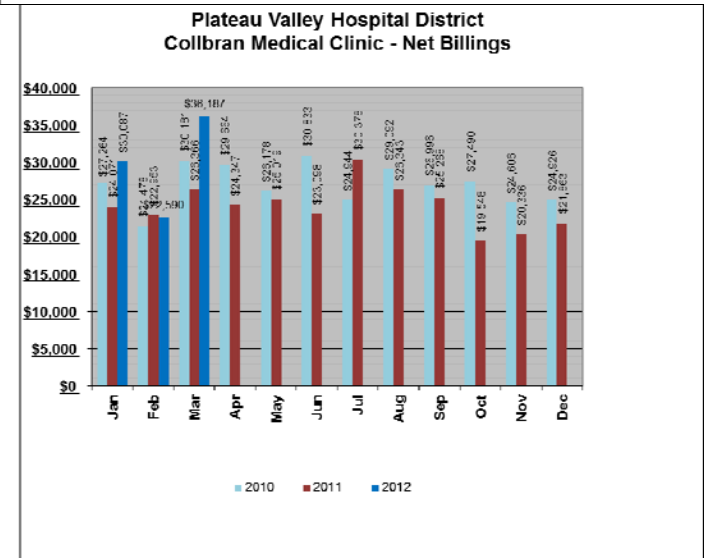
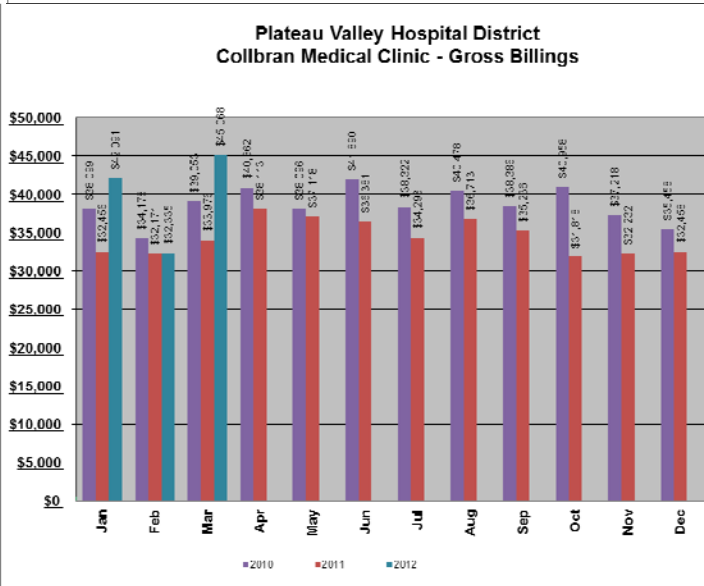
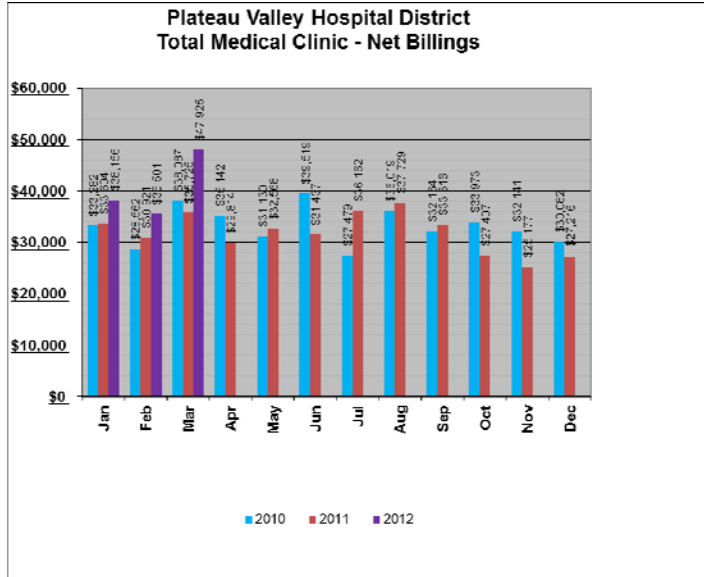
MEETING CALLED TO ORDER AT 17:23 BY HELEN SPENCE, PRESIDENT.

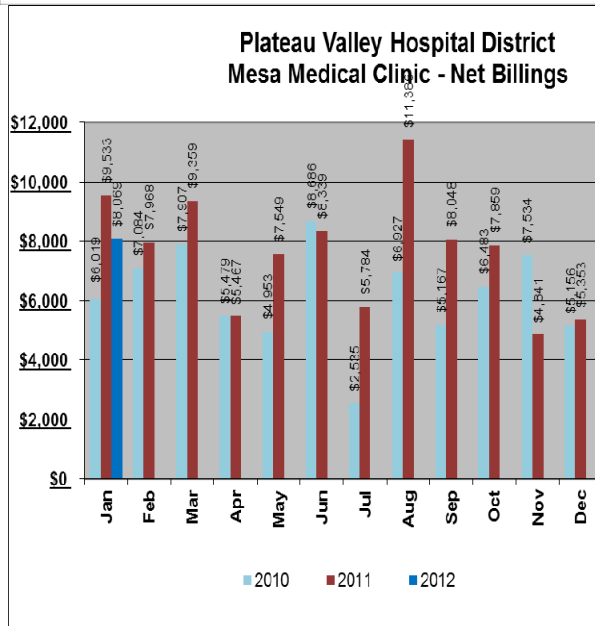
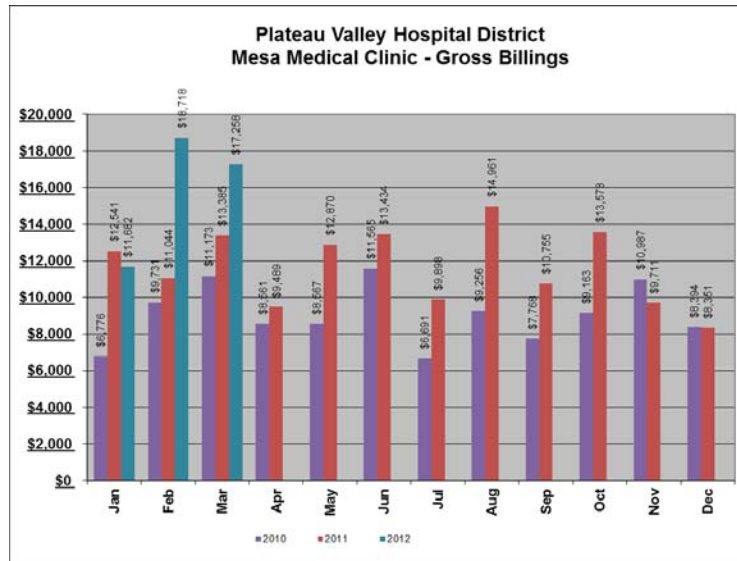
1. ROLL CALL: Helen Spence, present. Frank Wagner, present. Dave Bristol, present. Bob Wilson, present. Denny Holmes, excused.
2. MINUTES
 March 20, 2012 Regular Meeting
 - **Motion 1:** Bob Wilson motioned that the minutes of the March 20, 2012 regular meeting be approved as presented. Frank Wagner seconded. Motion carried unanimously
3. CLINIC CONSULTANT REPORT
 Debbie is almost finished evaluating our new patient charges. She is completing a class on instructing physicians on coding correctly. When she is finished with the class, she will meet with the doctors to go over their audited charges. She is almost done with the credentialing process for Dr. Arthur with the different insurances.
4. WOOD PROJECT – NEW CONSTRUCTION
 Danny brought in a sample of the paneling for the clinic wall. It will take approximately two days to install once the panels are complete. It would be best to do it on days without patients. It is looking like sometime around the middle of May.
5. CONSULTANT CPA REPORT

	Charges	Write Offs Misc. Inc.	Net Receipts	March, 2012	Operating Expense	Net Ordinary Income	Other Income/Exp	Net Income/(Loss)
Clinic-Collbran	45,068.17	-8,881.04	36,187.13		-74,134.59	-37,947.46	0.00	-37,947.46
Clinic-Mesa	17,258.35	-5,520.64	11,737.71		-21,421.06	-9,683.35	0.00	-9,683.35
Construction	0.00	0.00	0.00		-4,174.42	-4,174.42	0.00	-4,174.42
Grant	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Administrative	3,255.00	0.00	3,255.00		-12,166.64	-8,911.64	145,918.97	137,007.33
Total	<u>65,581.52</u>	<u>14,401.68</u>	<u>51,179.84</u>		<u>111,896.71</u>	<u>-60,716.87</u>	<u>145,918.97</u>	<u>85,202.10</u>









- **Motion 2:** Bob Wilson motioned that the accounts payable & payroll checks (#48870-48941) are approved. Frank Wagner seconded. Motion carried unanimously.
- **Motion 3:** Frank Wagner motioned that the Board of Directors approves the March write-offs in the amount of \$14,401.68. Dave Bristol seconded. Motion carried unanimously.

6. ENVIRONMENTAL SERVICES
Nothing presented.

7. NEW BUSINESS
There is a psychiatric nurse practitioner interested in working out of the clinic every other week or so. Dr. Rollins will firm up some of the details with her while Jessi looks into agreements if we decide to do it.

8. OLD BUSINESS
Construction Update

- Review Billing – the current bill was reviewed.
- **Motion 4:** Bob Wilson motioned that the Board of Directors approves the expenditure for the current FCI Contractors, Inc. billing. Dave Bristol seconded. Motion carried unanimously.

- Landscaping – There was a meeting with the civil engineer, contractor, & subcontractors over some issues starting to appear. The retaining wall will have the top row removed to help facilitate proper drainage. The rip rap rocks along the highway will be removed and replaced with road base or native grass. Those along the driveway will get pounded down into the ground some. There was discussion of where to put snow from the plow. A new plan to put it on the north side of the property was discussed but the proposed price has not been received. The landscaping should start in the next week and a half.

9. CLINIC REPORT

Census

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Total Dr Appt	223	216	271										710
# Days	17	15.5	22										54.5
Ave/Day	13.12	13.94	12.32	####	####	####	####	####	####	####	#DIV/0!	####	13.03
Lab/Inj	78	65	65										208
Pharm	19	16	10										45
AH Pharm	0	0	0										0
After Hours	2	1	8										11
Other	17	7	10										34
Paged Calls	17	39	41										97
Clinic New Pt	14	11	12										37
Clinic 1X Pt	0	0	0										0
M - Dr Appt	86	113	104										303
M - # Days	12	13	14										39
M - Ave/1/2 day	7.17	8.69	7.43	####	####	####	####	####	####	####	#DIV/0!	####	7.77
M - MA appt	6	20	9										35
M - Pharm	0	0	0										0
M - Other	4	0	3										7
M - New Pt	1	30	5										36
M - 1 X Pt	0	0	0										0

** Jan Mesa still
half days - Feb
switch to full
days

Collbran Clinic

2012	EW pt	EW days	EW ave	SR pt	SR days	SR ave	EA pt	EA days	
Jan	110	9.5	11.58	113	6.5	17.38			#####
Feb	91	6.5	14.00	115	8	14.38	10	1	10.00
Mar	108	9	12.00	145	10.5	13.81	18	2.5	7.20
Apr			#####			#####			#####
May			#####			#####			#####
Jun			#####			#####			#####
Jul			#####			#####			#####
Aug			#####			#####			#####
Sep			#####			#####			#####
Oct			#####			#####			#####
Nov			#####			#####			0.00
Dec			#####			#####			0.00
Totals	309	25	12.36	373	25	14.92	28	3.5	8.00

Mesa Clinic

2012	EW pt	EW days	EW ave	SR pt	SR days	SR ave	EA pt	EA days	EA ave
Jan	41	6	6.83	45	6	7.50	0	0.00	#DIV/0!
Feb	19	1.5	12.67	26	1.5	17.33	68	10.00	6.80
Mar	17	2	8.50	19	3	6.33	68	9.00	7.56
Apr			#####			#####			#VALUE!
May			#####			#####			#VALUE!
Jun			#####			#####			#VALUE!
Jul			#####			#####			#VALUE!
Aug			#####			#####			#VALUE!
Sep			#####			#####			#VALUE!
Oct			#####			#####			#VALUE!
Nov			#####			#####			#VALUE!
Dec			#####			#####			#VALUE!
Totals	77	9.5	8.11	90	10.5	8.57	136	19.00	7.16

Physician Reports – Nothing presented.

District Administrator Report

- Change banks – Jessi has not scheduled appointments with different banks yet so tabled until the next meeting.
- Mesa signage – Dr. Woodyard has made contact with the sign company and landowner. She is waiting on some additional information to come in before we can make decisions. There was also discussion of the signage needed in Collbran.
- Computer security – Our IT company gave us monthly a security maintenance proposal as well as the cost of the security software alone. A decision will be made once some actual costs are computed.
- Lighting proposal – After hour patients have access to the vestibule with the phone, but the lights for that area are switched at the employee entrance. Jessi received a proposal to put a sensor on that light and a proposal to put a sensor there and in the lobby.
- **Motion 5:** Dave Bristol motioned that the Board of Directors accepts that proposal from Canyon Electric to put sensors in both areas. Frank Wagner seconded. Motion carried unanimously.

10. APRIL EVALUATION / RAISES

- Annual: None
- 3 Month: None

Meeting adjourned at 19:00.

Respectfully submitted,

Jessi Clark, District Administrator