

PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES
 Tuesday, August 24, 2015

Attendance: Board: Denny Holmes, Kris McGovern, Dave Bristol, Bob Wilson, & Steve Bryson
 Staff & Consultants: Shannon Currier, Jessi Clark, Drs. Arthur & Woodyard (1800).

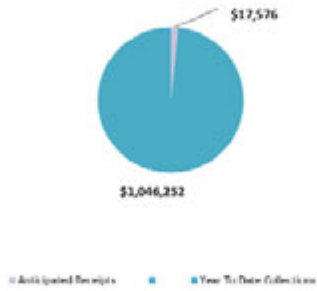
MEETING CALLED TO ORDER AT 1721 BY DENNY HOLMES, PRESIDENT.

1. ROLL CALL: Dave Bristol, present. Bob Wilson, present. Denny Holmes, present. Kris McGovern, president, Steve Bryson, present.
2. MINUTES
 July 21, 2015 Regular Meeting
 - **Motion 1:** Bob Wilson motioned that the minutes of the July 21, 2015 regular meeting be approved as presented. Steve Bryson seconded. Motion carried unanimously.
3. CLINIC CONSULTANT REPORT
 October 1 is the day that all our coding has to switch from the old system to the new one. Some insurance companies are ready and some are not. This could affect our cash flow.
4. CONSULTANT CPA REPORT
 Financial Reports

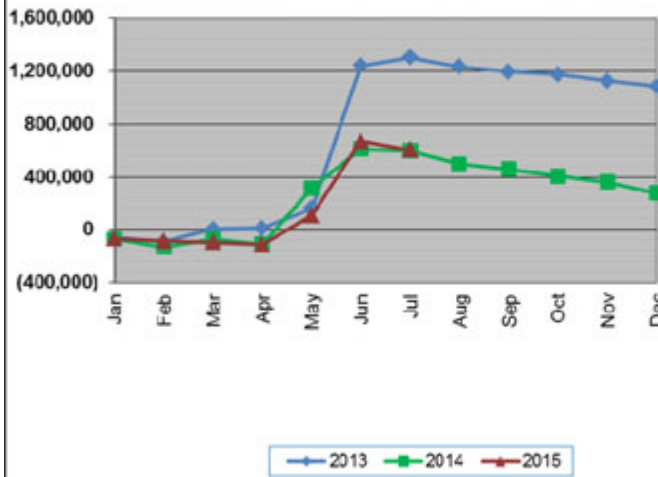
				June, 2015		Net Ordinary Income	Other Income/Exp	Net Income/(Loss)
	Charges	Write Offs Misc. Inc.	Net Receipts		Operating Expense			
Clinic-Collbran	50,523.41	-11,069.53	39,453.88		-69,155.71	-29,701.83	0.00	-29,701.83
Clinic-Mesa	17,262.65	-2,821.07	14,441.58		-15,874.25	-1,432.67	0.00	-1,432.67
Construction	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Rental Building	1,790.00	0.00	1,790.00		-2,413.45	-623.45	0.00	-623.45
Administrative	0.00	0.00	0.00		-7,979.61	-7,979.61	606,939.77	598,960.16
PVHS	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Total	<u>69,576.06</u>	<u>-13,890.60</u>	<u>55,685.46</u>		<u>-95,423.02</u>	<u>-39,737.56</u>	<u>606,939.77</u>	<u>567,202.21</u>

				July, 2015		Net Ordinary Income	Other Income/Exp	Net Income/(Loss)
	Charges	Write Offs Misc. Inc.	Net Receipts		Operating Expense			
Clinic-Collbran	43,873.65	-20,133.64	23,740.01		-	-76,642.24	0.00	-76,642.24
Clinic-Mesa	9,694.00	-6,914.62	2,779.38		-27,656.98	-24,877.60	0.00	-24,877.60
Construction	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Rental Building	1,790.00	0.00	1,790.00		-2,302.09	-512.09	0.00	-512.09
Administrative	0.00	0.00	0.00		-8,508.38	-8,508.38	45,424.16	36,915.78
PVHS	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Total	<u>55,357.65</u>	<u>-27,048.26</u>	<u>28,309.39</u>		<u>138,849.70</u>	<u>-110,540.31</u>	<u>45,424.16</u>	<u>-65,116.15</u>

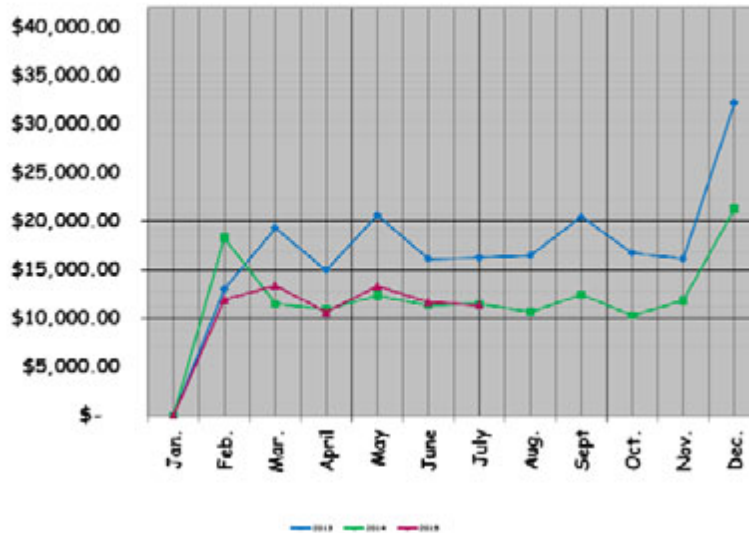
**Property Tax Status
as of July 31, 2015**



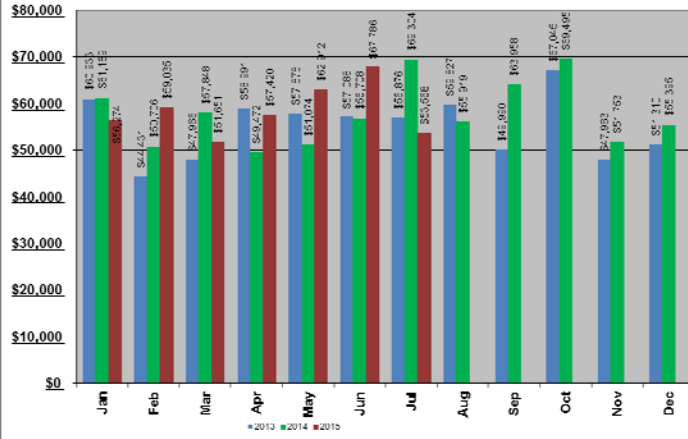
**Plateau Valley Hospital District
Year-to-Date
Net Income/(Loss)**



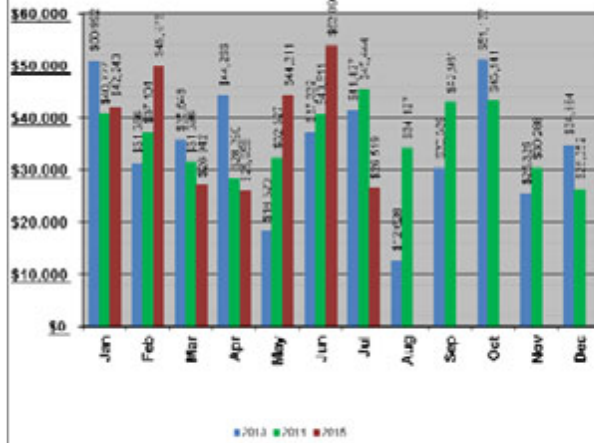
Plateau Valley Hospital District
Monthly Distribution of Specific Ownership Tax
For Years 2013 - 2015



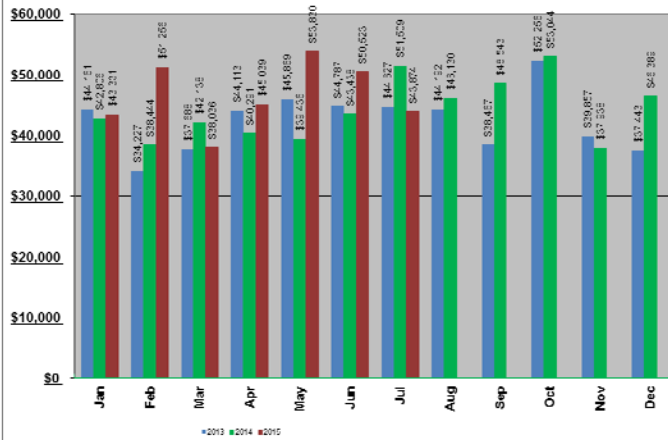
**Plateau Valley Hospital District
Total Medical Clinic - Gross Billings**



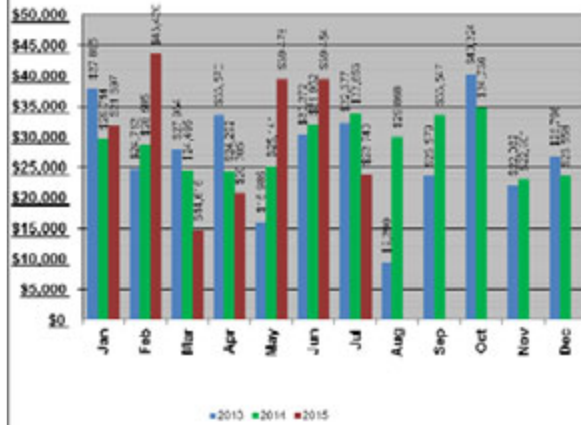
**Plateau Valley Hospital District
Total Medical Clinic - Net Billings**



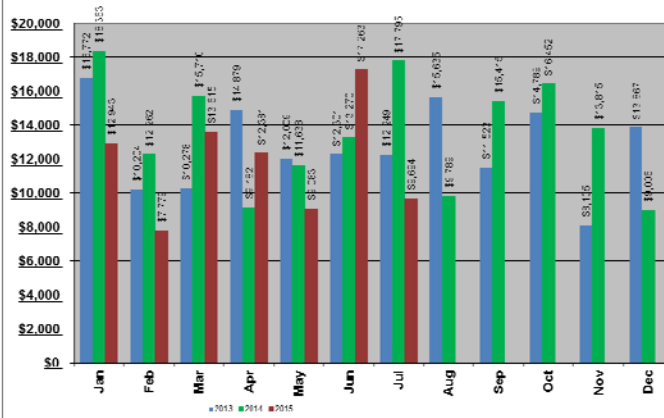
**Plateau Valley Hospital District
Collbran Medical Clinic - Gross Billings**



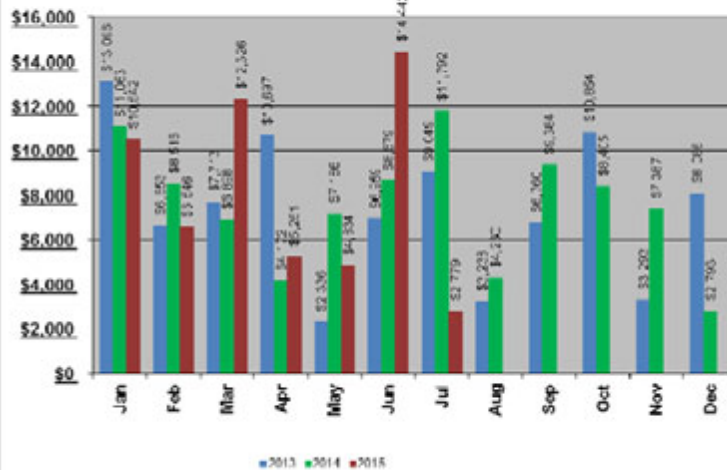
**Plateau Valley Hospital District
Collbran Medical Clinic - Net Billings**



**Plateau Valley Hospital District
Mesa Medical Clinic - Gross Billings**



**Plateau Valley Hospital District
Mesa Medical Clinic - Net Billings**



- **Motion 2:** Bob Wilson motioned that the accounts payable & payroll checks (#51138-51190) and the July write-offs in the amount of \$27,048.26 are approved. Dave Bristol seconded. Motion carried unanimously.

5. ENVIRONMENTAL SERVICES

Nothing presented.

6. NEW BUSINESS

Personnel manual – There was discussion of how to best tackle editing the personnel manual. It was decided to break it up into four parts. The board will receive the first quarter and review it prior to next meeting where it will be reviewed.

7. OLD BUSINESS

Shops – The new shop is through the town permitting process and at the county. Once it clears there, Mor Storage will be able to give us start and finish dates. Beau is reviewing the contract for the old shop and will provide the insurance information.

8. CLINIC REPORT

Census

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Total Dr Appt	244	233	266	272	234	288	251						1788
# Days	21	20	22	22	20	22	22						149
Ave/Day	11.62	11.65	12.09	12.36	11.70	13.09	11.41	####	####	#####	#DIV/0!	####	12.00
Lab/Inj	88	57	56	82	72	73	91						519
Pharm	15	15	4	4	17	19	7						81
AH Pharm	0	0	0	0	0	0	0						0
After Hours	1	3	2	2	4	4	9						25
Other	10	12	19	9	19	15	18						102
Paged Calls	44	44	22	28	25	47	45						255
Clinic New Pt	13	17	15	18	12	21	14						110
Clinic 1X Pt	0	0	0	0	0	0	0						0
M - Dr Appt	97	84	98	88	88	105	80						640
M - # Days	11	10	11	10.5	10	11	9.5						73
M - Ave/1/2 day	8.82	8.40	8.91	8.38	8.80	9.55	8.42	####	####	#####	#DIV/0!	####	8.77
M - MA appt	14	14	20	22	22	32	9						133
M - Pharm	0	1	1	0	2	3	1						8
M - Other	0	3	0	2	2	2	1						10
M - New Pt	7	6	4	4	8	7	4						40
M - 1 X Pt	0	0	0	0	0	0	0						0

Collbran Clinic

2015	EW pt	EW days	EW ave	SR pt	SR days	SR ave	EA pt	EA days	
Jan	106	10	10.60	114	9	12.67	24	2	12.00
Feb	70	6.5	10.77	146	11.5	12.70	17	2	8.50
Mar	132	11.5	11.48	117	9	13.00	17	1.5	11.33
Apr	111	9	12.33	132	10.5	12.57	29	2.5	11.60
May	61	6	10.17	152	12	12.67	21	2	10.50
Jun	105	8	13.13	147	11	13.36	36	3	12.00
Jul	107	9.5	11.26	127	11	11.55	17	1.5	11.33
Aug			#DIV/0!			#DIV/0!			#DIV/0!
Sep			#DIV/0!			#DIV/0!			#DIV/0!
Oct			#DIV/0!			#DIV/0!			#DIV/0!
Nov			#DIV/0!			#DIV/0!			#DIV/0!

Dec			#DIV/0!			#DIV/0!			#DIV/0!	
Totals	692	60.5	11.44		935	74	12.64	161	14.5	11.10

Mesa Clinic

2015	EW pt	EW days	EW ave		SR pt	SR days	SR ave	EA pt	EA days	EA ave
Jan	9	1	9.00		11	1	11.00	77	9.00	8.56
Feb	4	0.5	8.00		16	1.5	10.67	64	8.00	8.00
Mar	14	1.5	9.33		20	1.5	13.33	64	8.00	8.00
Apr	9	1	9.00		21	1.5	14.00	58	8.00	7.25
May	12	1	12.00		12	1	12.00	64	8.00	8.00
Jun	12	1	12.00		14	1	14.00	79	9.00	8.78
Jul	24	2.5	9.60		24	2	12.00	32	5.00	6.40
Aug			#DIV/0!				#DIV/0!			#DIV/0!
Sep			#DIV/0!				#DIV/0!			#DIV/0!
Oct			#DIV/0!				#DIV/0!			#DIV/0!
Nov			#DIV/0!				#DIV/0!			#DIV/0!
Dec			#DIV/0!				#DIV/0!			#DIV/0!
Totals	84	8.5	9.88		118	9.5	12.42	438	55.00	7.96

- Physician Report
Nothing presented.
- District Administrator Report
 - Oxy Abatement – Nothing reported. It could be a couple months before we know anything.
 - Overtime for catch up – There was discussion of paperwork back log from the computer conversion late last year. It is causing issues with patient care and finding test results in a timely manner.
- **Motion 3:** Bob Wilson motioned that the Board of Directors approves moving the 30 hour receptionist to 40 hours for 1 month and 4 extra Saturdays for a medical assistant to catch the scanning and orders tracking up to date. Kris McGovern seconded. Motion carried unanimously.
 - Scanning program – there is an add-on program that we can use at price that is available month to month that could speed up the scanning process.
 - Carbon Monoxide - there was an issue with carbon monoxide levels in the clinic one day during August. Keenan's Plumbing was called to check out the ventilation system as they were the ones that installed it. It was an after-hours call. The clinic was aired out. The source of the build-up was not determined definitively. Detectors were installed in the room with build-up.
- **Motion 4:** Kris McGovern motioned that the Board of Directors approves the expense for Keenan's Plumbing to check our ventilation system when the carbon monoxide problem occurred. Dave Bristol seconded. Motion carried unanimously.

9. AUGUST EVALUATION / RAISES

- Annual: Addison
- 3 Month: Isabell
- **Motion 5:** Dave Bristol motioned that the Board of Directors accepts the evaluations of the employees and approves the annual raises applicable. Bob Wilson seconded. Motion carried unanimously.
- **Motion 6:** Bob Wilson motioned that the Board of Directors adjourn the meeting at 1850. Kris McGovern seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator