

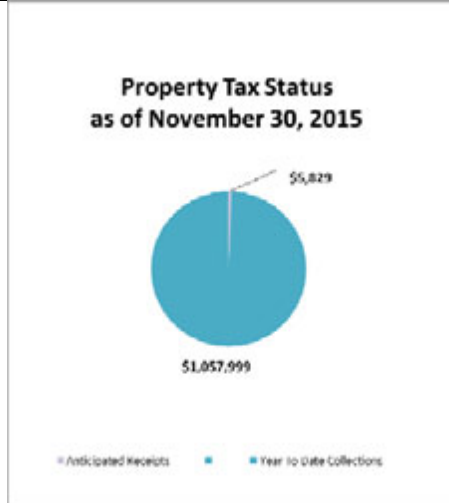
**PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES**  
 Thursday, December 3, 2015

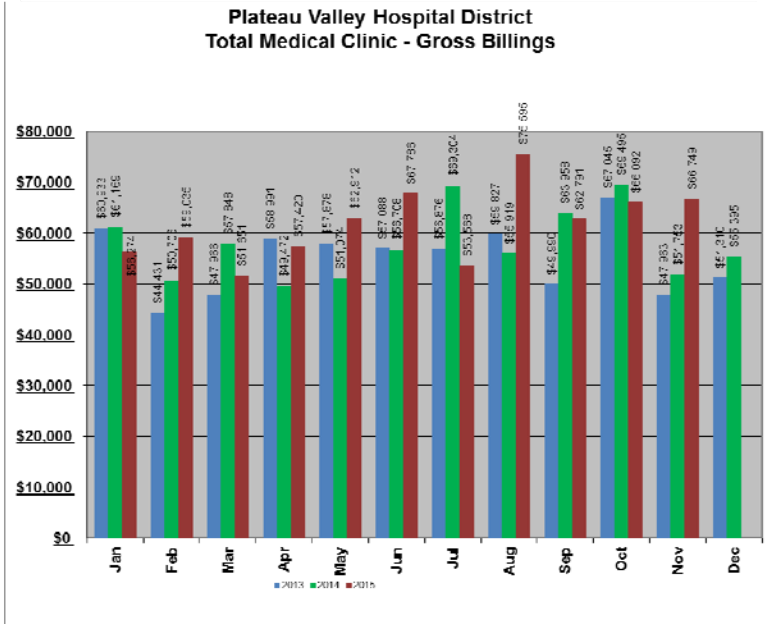
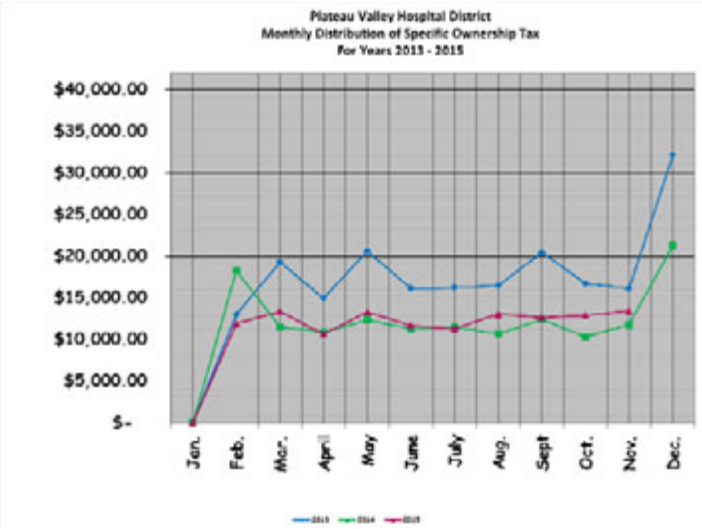
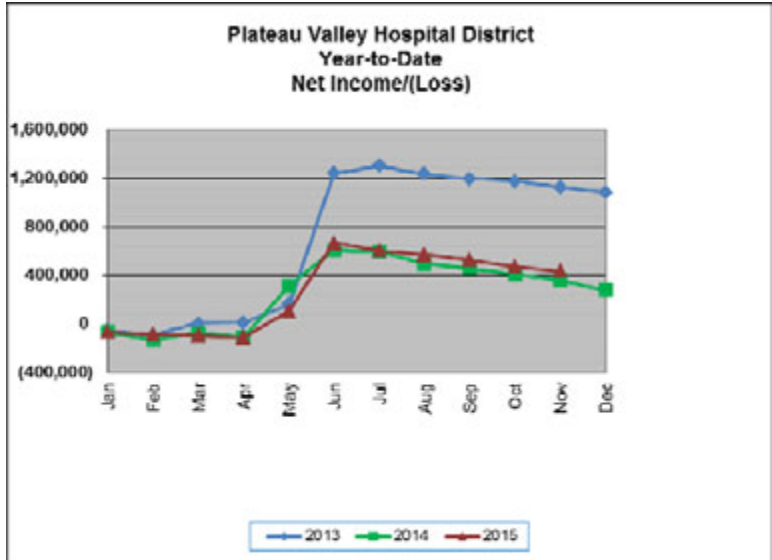
Attendance: Board: Denny Holmes, Kris McGovern, Dave Bristol, & Steve Bryson.  
 Staff & Consultants: Shannon Currier, Jessi Clark, & Dr. Rollins.  
 Other: Mike Simons.

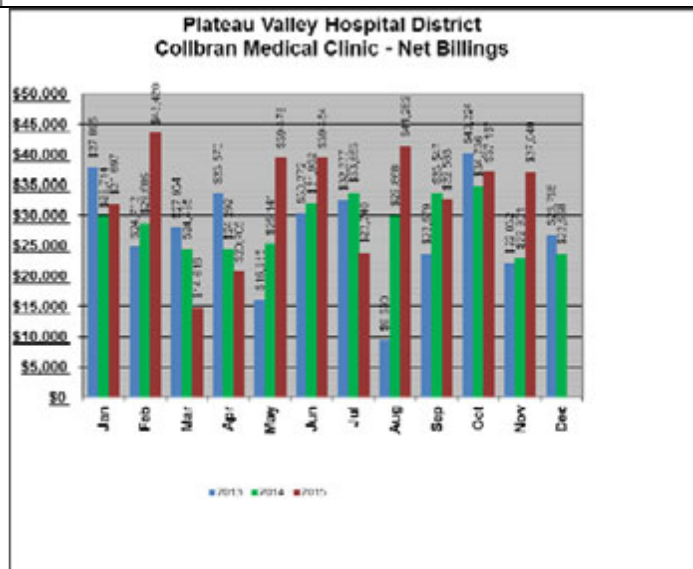
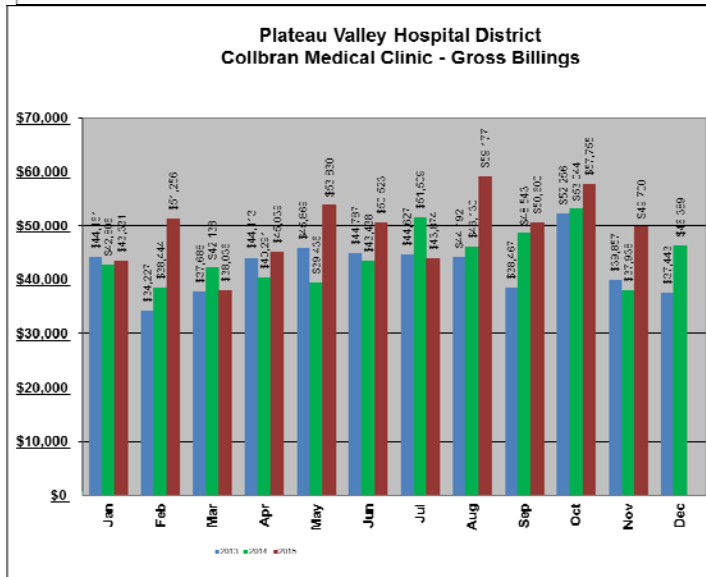
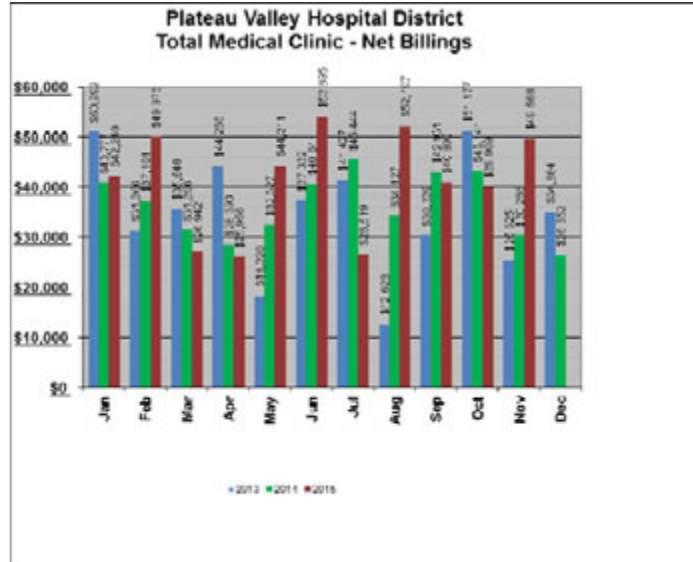
MEETING CALLED TO ORDER AT 1721 BY DENNY HOLMES, PRESIDENT.

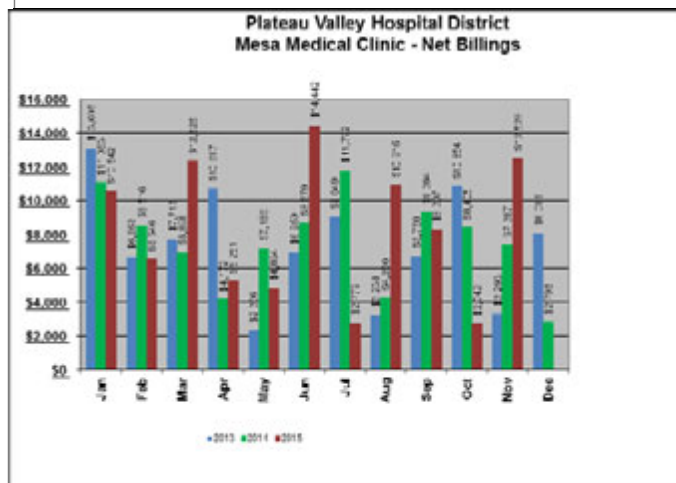
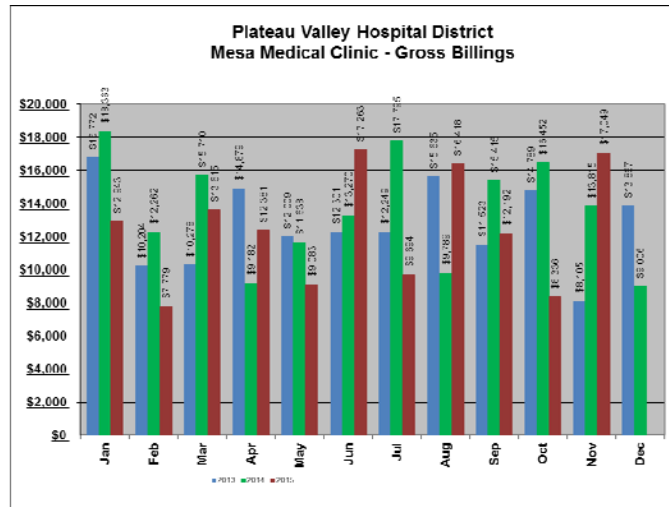
1. ROLL CALL: Dave Bristol, present. Denny Holmes, present. Kris McGovern, present. Steve Bryson, present.
2. MINUTES  
 November 17, Regular Meeting
  - **Motion 1:** Kris McGovern motioned that the Board of Directors accept the minutes of the November 17, 2015 regular meeting as presented. Steve Bryson seconded. Motion carried unanimously.
3. BOARD VACANCY  
 Mike Simons introduced himself as an interested candidate for the vacancy and gave a short biography. Jessi will verify he is an eligible candidate. The Board will consider swearing him in during the January meeting if eligible.
4. CLINIC CONSULTANT REPORT  
 Nothing presented.
5. CONSULTANT CPA REPORT  
 Financial Reports

				November, 2015				
	Charges	Write Offs Misc. Inc.	Net Receipts		Operating Expense	Net Ordinary Income	Other Income/Exp	Net Income/(Loss)
Clinic- Collbran	49,700.13	-12,660.11	37,040.02		-72,656.64	-35,616.62	0.00	-35,616.62
Clinic-Mesa	17,048.90	-4,521.28	12,527.62		-18,275.55	-5,747.93	0.00	-5,747.93
Construction	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Rental Building	1,940.00	0.00	1,940.00		-2,023.25	-83.25	0.00	-83.25
Administrative	0.00	0.00	0.00		-7,393.55	-7,393.55	14,545.59	7,152.04
PVHS	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Total	<u>68,689.03</u>	<u>-17,181.39</u>	<u>51,507.64</u>		<u>-100,348.99</u>	<u>-48,841.35</u>	<u>14,545.59</u>	<u>-34,295.76</u>









- **Motion 2:** Dave Bristol motioned that the accounts payable and payroll checks (# 51341-51387) and the November write-offs in the amount of \$17,181.39 are approved. Kris McGovern seconded. Motion carried unanimously.
- **Resolution 1:** Steve Bryson motioned to accept the 2016 budget resolution. Kris McGovern seconded. Motion carried unanimously. See attached resolution.
- **Resolution 2:** Kris McGovern motioned to accept the resolution to set the mill levy. Steve Bryson seconded. Motion carried unanimously. See attached resolution.
- **Resolution 3:** Dave Bristol motioned to accept the resolution to appropriate sums of money. Kris McGovern seconded. Motion carried unanimously. See attached resolution.

6. ENVIRONMENTAL SERVICES

Rental Building – The bid from Haining was presented for boiler replacement in Building B. It is much higher than anticipated. More bids will be obtained. They were also asked to help us determine what other issues may be coming up in the building. They would not look at it as they said there really wasn't any way to determine it. They would only give us a price per hour for repairs that would be needed.

7. NEW BUSINESS

There was discussion of how we are getting information out to our electors such as board vacancies and elections. There was some brainstorming on how to better get information to the public. There was also discussion on how to determine if we need to lower the mill levy at some point in the future if things in the medical world and taxes stabilize and our reserves are adequate.

8. OLD BUSINESS

Shop Update – The inspector wanted the overhead wire switched to a different kind on the new shop. It has been ordered and should be in this week and will get installed next week. The dumpster is in and Beau will bring tool trailer next week for demolition on the old shop. The completion date is December 30<sup>th</sup>.

Manual – moved to the end of the meeting.

9. CLINIC REPORT

Census – numbers rebounded some

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Total Dr Appt	244	233	266	272	234	288	251	250	278	239	224		2779
# Days	21	20	22	22	20	22	22	21	21	22	18.5		231.5
Ave/Day	11.62	11.65	12.09	12.36	11.70	13.09	11.41	11.90	13.24	10.86	12.11	####	12.00
Lab/Inj	88	57	56	82	72	73	91	67	85	105	95		871
Pharm	15	15	4	4	17	19	7	7	7	14	12		121
AH Pharm	0	0	0	0	0	0	0	1	0	0	0		1
After Hours	1	3	2	2	4	4	9	8	7	1	5		46
Other	10	12	19	9	19	15	18	18	11	14	8		153
Paged Calls	44	44	22	28	25	47	45	32	24	21	29		361
Clinic New Pt	13	17	15	18	12	21	14	23	25	17	13		188
Clinic 1X Pt	0	0	0	0	0	0	0	0	0	5	0		5
<b>M - Dr Appt</b>	<b>97</b>	<b>84</b>	<b>98</b>	<b>88</b>	<b>88</b>	<b>105</b>	<b>80</b>	<b>104</b>	<b>90</b>	<b>99</b>	<b>87</b>		<b>1020</b>
<b>M - # Days</b>	<b>11</b>	<b>10</b>	<b>11</b>	<b>10.5</b>	<b>10</b>	<b>11</b>	<b>9.5</b>	<b>11</b>	<b>10</b>	<b>11.5</b>	<b>9.5</b>		<b>115</b>
<b>M - Ave/1/2 day</b>	<b>8.82</b>	<b>8.40</b>	<b>8.91</b>	<b>8.38</b>	<b>8.80</b>	<b>9.55</b>	<b>8.42</b>	<b>9.45</b>	<b>9.00</b>	<b>8.61</b>	<b>9.16</b>	<b>####</b>	<b>8.87</b>
<b>M - MA appt</b>	<b>14</b>	<b>14</b>	<b>20</b>	<b>22</b>	<b>22</b>	<b>32</b>	<b>9</b>	<b>11</b>	<b>19</b>	<b>23</b>	<b>22</b>		<b>208</b>
<b>M - Pharm</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>2</b>		<b>13</b>
<b>M - Other</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>12</b>
<b>M - New Pt</b>	<b>7</b>	<b>6</b>	<b>4</b>	<b>4</b>	<b>8</b>	<b>7</b>	<b>4</b>	<b>13</b>	<b>1</b>	<b>7</b>	<b>5</b>		<b>66</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>1</b>	<b>0</b>		<b>1</b>

Collbran Clinic

2015	EW pt	EW days	EW ave	SR pt	SR days	SR ave	EA pt	EA days	EA ave
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	98	9	10.89	128	10	12.80	24	2	12.00
Sep	125	10	12.50	130	9	14.44	23	2	11.50
Oct	102	9.5	10.74	108	9	12.00	29	3.5	8.29
Nov	109	9	12.11	102	8	12.75	13	1.5	8.67
Dec			#DIV/0!			#DIV/0!			#DIV/0!
<b>Totals</b>	<b>1,126</b>	<b>98</b>	<b>11.49</b>	<b>1,403</b>	<b>110</b>	<b>12.75</b>	<b>250</b>	<b>23.5</b>	<b>10.64</b>

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	13	1	13.00	12	1	12.00	79	9.00	8.78
Sep	18	2	9.00	14	1	14.00	58	7.00	8.29
Oct	11	1.5	7.33	14	2	7.00	74	8.00	9.25
Nov	13	1.5	8.67	15	1	15.00	59	7.00	8.43
Dec			#DIV/0!			#DIV/0!			#DIV/0!
<b>Totals</b>	<b>139</b>	<b>14.5</b>	<b>9.59</b>	<b>173</b>	<b>14.5</b>	<b>11.93</b>	<b>708</b>	<b>86.00</b>	<b>8.23</b>

- Physician Report  
Things are really good with the staff. We are noticing a big increase in the amount of time they have to spend on the phone with insurance companies to get tests pre-authorized and covered. It has increased significantly in the last month.
- District Administrator Report
  - Oxy abatement – The oral arguments were held December 1st. He expects a decision in the next four weeks.
  - SDA dues – It is time to renew our membership with the Special District Association. They are based on our budgeted expenses and will be approximately \$1106.52 which includes at 25% discount for renewing on time.
  - **Motion 3:** Kris McGovern motioned that the Board of Directors approve the expense of the Special District Association dues. Steve Bryson seconded. Motion carried unanimously.
  - CSD audit – Based on the proposal from last year, the cost of the audit will be \$7150.
  - Motion 4: Dave Bristol motioned that the Board of Directors approve the audit expense. Kris McGovern seconded. Motion carried unanimously.
  - Election – Dave Bristol, Steve Bryson, and the new appointment will be the seats up for election in May. We need the resolution to appoint a Designated Election Official (DEO). We also need to include the ability to cancel the election if the number of candidates and open seats are the same.
  - **Resolution 4:** Steve Bryson motioned to accept the resolution to designate Jessi Clark as the Designated Election Official and give her the ability to cancel the election. Dave Bristol seconded. Motion carried unanimously. See attached resolution.

#### 10. DECEMBER EVALUATION / RAISES

- Annual: None
- 3 Month: None

#### 11. MANUAL – The Board of Directors started reviewing the SDA Model Personnel Guidelines to adapt for our purposes. They will continue working through it each meeting until complete.

- **Motion 5:** Kris McGovern motioned that the Board of Directors adjourn the meeting at 1914. Dave Bristol seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator