

PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES
 Tuesday, January 19, 2016

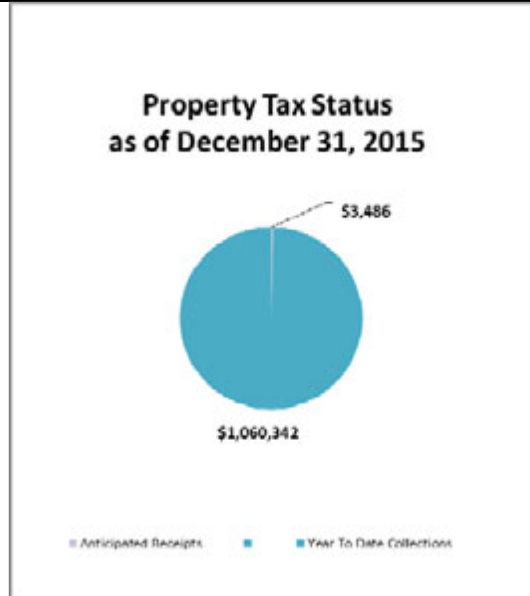
Attendance: Board: Denny Holmes, Kris McGovern, Dave Bristol, Steve Bryson, & Mike Simons.
 Staff & Consultants: Shannon Currier, Jessi Clark, Drs. Rollins & Arthur.

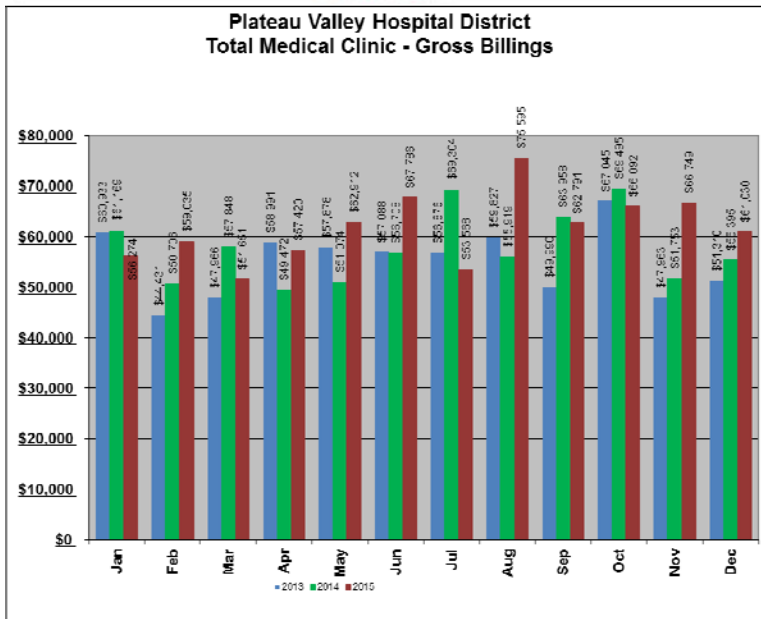
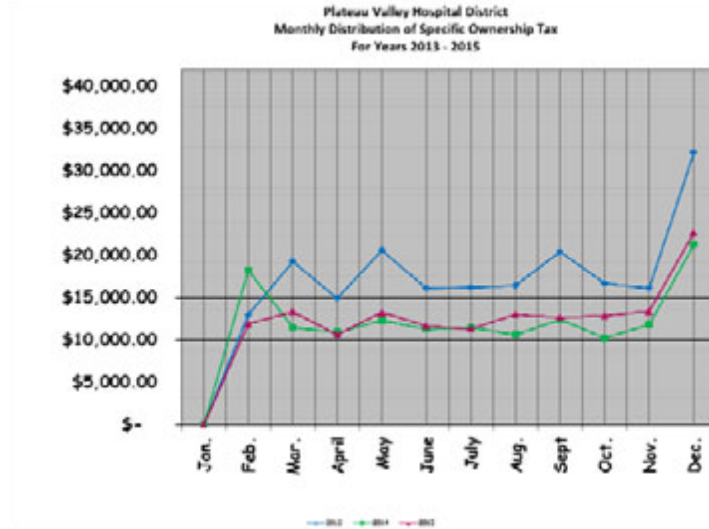
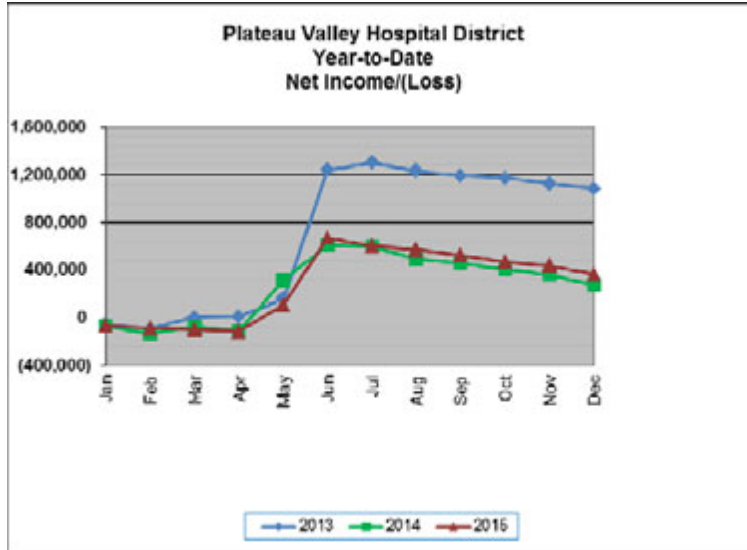
1. CONSULTANT CPA REPORT

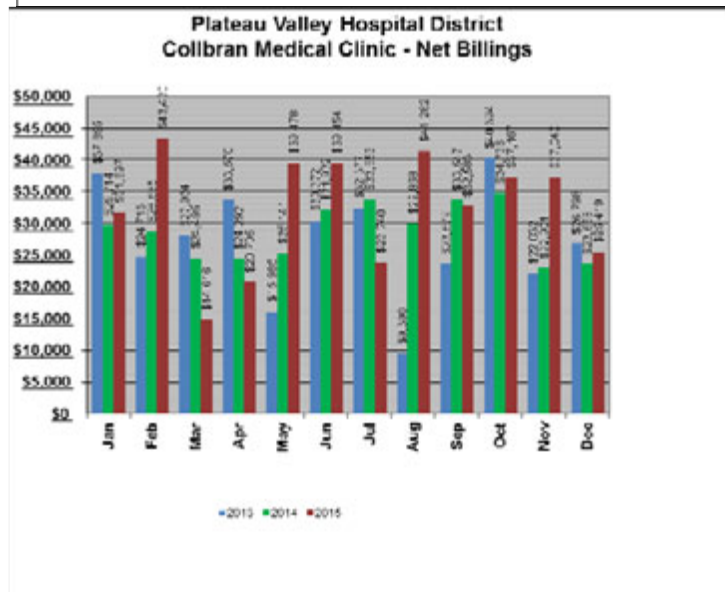
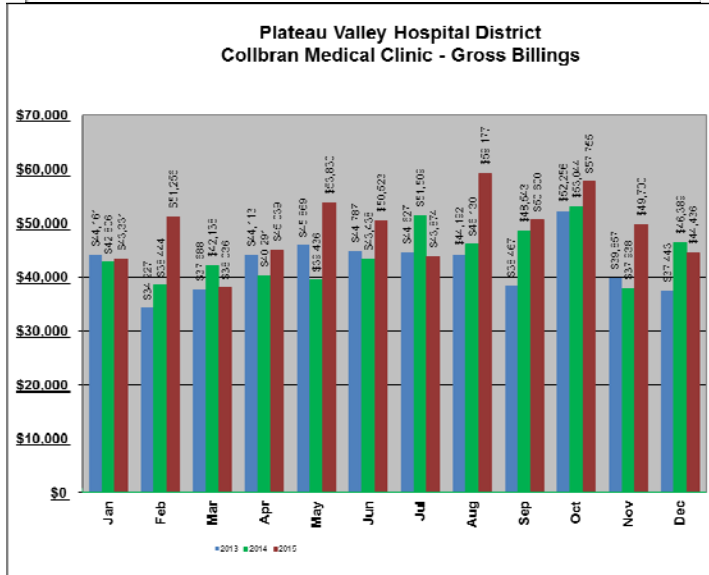
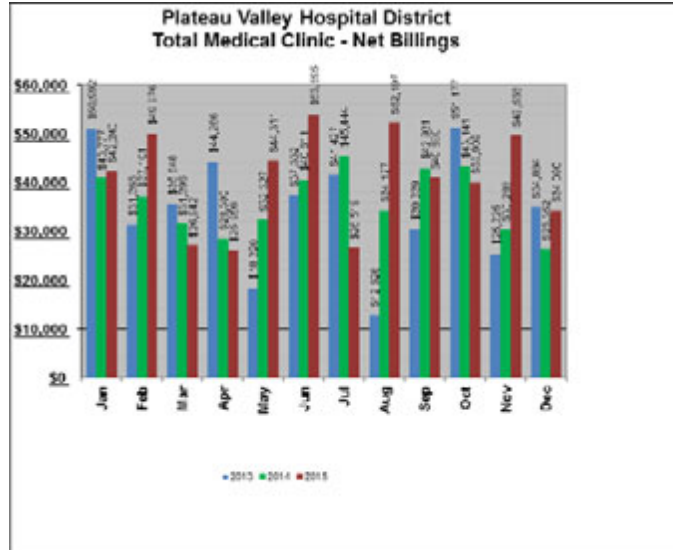
Presentation of the Financial Reports started at 1725 while waiting for a quorum to arrive for the actual meeting to start.

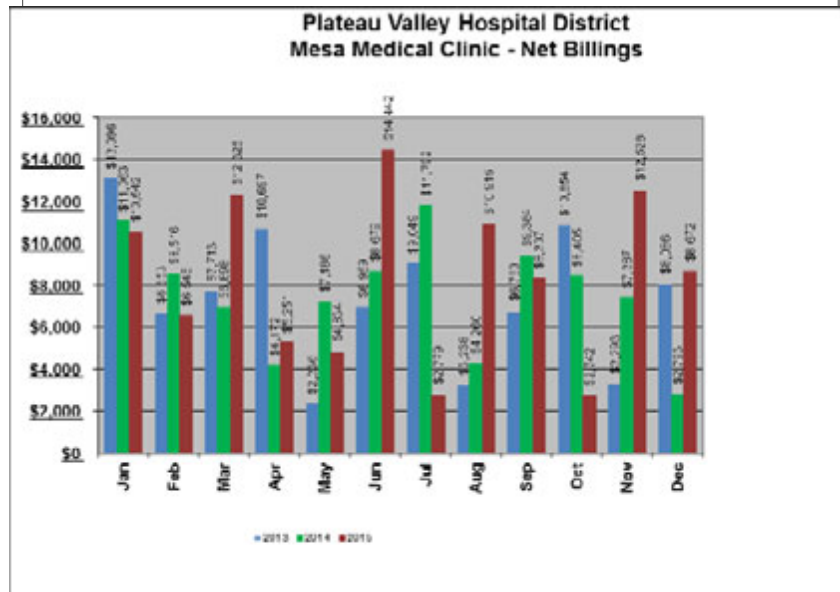
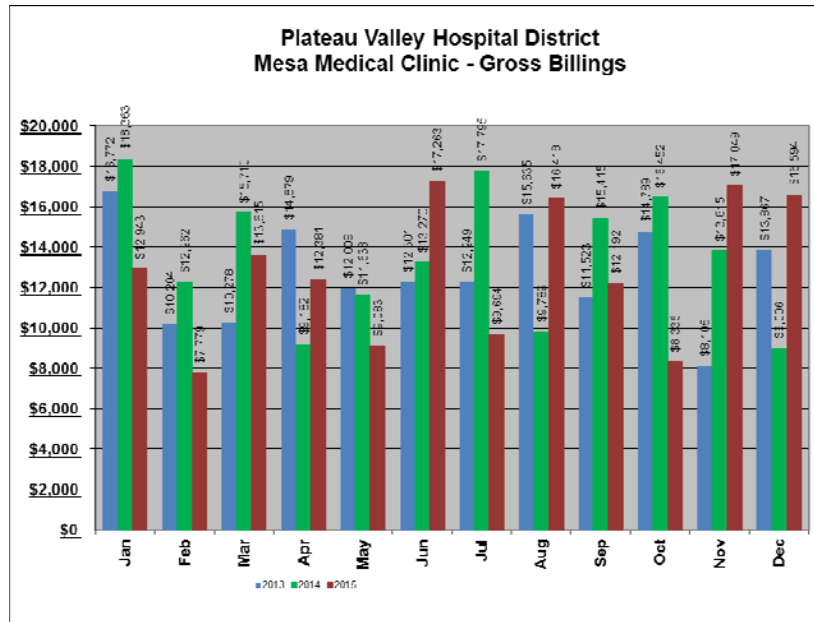
Financial Reports

				December, 2015				
	Charges	Write Offs Misc. Inc.	Net Receipts		Operating Expense	Net Ordinary Income	Other Income/Exp	Net Income/(Loss)
Clinic-Collbran	44,436.09	-19,017.40	25,418.69		-84,109.99	-58,691.30	0.00	-58,691.30
Clinic-Mesa	16,593.80	-7,921.96	8,671.84		-31,766.57	-23,094.73	0.00	-23,094.73
Construction	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Rental Building	1,935.00	0.00	1,935.00		-3,053.94	-1,118.94	0.00	-1,118.94
Administrative	0.00	0.00	0.00		-17,955.50	-17,955.50	28,941.37	10,985.87
PVHS	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Total	62,964.89	-26,939.36	36,025.53		-136,886.00	-100,860.47	28,941.37	-71,919.10









MEETING CALLED TO ORDER AT 1740 BY DENNY HOLMES, PRESIDENT.

2. ROLL CALL: Dave Bristol, present. Denny Holmes, present. Kris McGovern, present. Steve Bryson, present.
3. BOARD VACANCY
Potential appointee, Mike Simons is in attendance.
 - **Motion 1:** Steve Bryson motioned that the Board of Directors appoint Mike Simons to fill the vacant position on the Board of Directors of the Plateau Valley Hospital District. Kris McGovern seconded. Motion carried unanimously. Mike Simons took the oath of office.

The Meeting was interrupted to hold the Plateau Valley Health Services meeting which began at 1749 and adjourned at 1750.

4. MINUTES
December 3, 2015 Regular Meeting

- **Motion 2:** Dave Bristol motioned that the Board of Directors approves the December 3, 2015 regular meeting minutes as presented. Steve Bryson seconded. Motion carried unanimously.

5. CLINIC CONSULTANT REPORT

Debbie let Jessi know that the Medicare fee schedule has not been released yet.

6. ENVIRONMENTAL SERVICES

Rental building boiler – We did receive another quote for the boiler replacement in the rental building. There was a discussion of whether the existing pipes would need have a pressure check and whether that was included in the quote or was an additional charge. Jessi will check with Keenan’s Plumbing and Heating who submitted the bid.

- **Motion 3:** Kris McGovern motioned that the Board of Directors approve the accounts payable and payroll checks (#51388-51470) and the December write-offs \$26,939.36. Steve Bryson seconded. Motion carried unanimously.

7. NEW BUSINESS

No new business was presented.

8. CLINIC REPORT

Census – final 2015 numbers

	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	232	3011
# Days	21	20	22	22	20	22	22	21	21	22	18.5	21.5	253
Ave/Day	11.62	11.65	12.09	12.36	11.70	13.09	11.41	11.90	13.24	10.86	12.11	10.79	11.90
Lab/Inj	88	57	56	82	72	73	91	67	85	105	95	74	945
Pharm	15	15	4	4	17	19	7	7	7	14	12	14	135
AH Pharm	0	0	0	0	0	0	0	1	0	0	0	0	1
After Hours	1	3	2	2	4	4	9	8	7	1	5	3	49
Other	10	12	19	9	19	15	18	18	11	14	8	9	162
Paged Calls	44	44	22	28	25	47	45	32	24	21	29	42	403
Clinic New Pt	13	17	15	18	12	21	14	23	25	17	13	13	201
Clinic 1X Pt	0	0	0	0	0	0	0	0	0	5	0	0	5
M - Dr Appt	97	84	98	88	88	105	80	104	90	99	87	90	1110
M - # Days	11	10	11	10.5	10	11	9.5	11	10	11.5	9.5	11	126
M - Ave/1/2 day	8.82	8.40	8.91	8.38	8.80	9.55	8.42	9.45	9.00	8.61	9.16	8.18	8.81
M - MA appt	14	14	20	22	22	32	9	11	19	23	22	25	233
M - Pharm	0	1	1	0	2	3	1	1	0	2	2	1	14
M - Other	0	3	0	2	2	2	1	2	0	0	0	1	13
M - New Pt	7	6	4	4	8	7	4	13	1	7	5	8	74
M - 1 X Pt	0	0	0	0	0	0	0	0	0	1	0	0	1

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	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	66	6.5	10.15	139	12	11.58	27	3	9.00
Totals	1,192	104.5	11.41	1,542	122	12.64	277	26.5	10.45
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	0	0	#DIV/0!	22	3	7.33	68	8.00	8.50
Totals	139	14.5	9.59	195	17.5	11.14	776	94.00	8.26

- Physician Report
Dr. Rollins gave a report of the increase in staff time with dealing with insurance prior authorizations. The amount of time the medical assistants have to spend doing them is on the rise with a dramatic increase recently. Insurances are increasing the amount of tests and medications that have to be prior authorized and they are increasing the amount of time it takes to do them. The staff continues to handle it well.

Dr. Rollins also asked the Board for reimbursement for travel expenses for a conference this past fall. Per the doctor's contract, travel expense is separate from the conference reimbursement and must be addressed on a case by case basis.

- **Motion 4:** Steve Bryson motioned that the Board of Directors approve the expense to reimburse Dr. Rollins for the travel expenses. Mike Simons seconded. Motion carried unanimously.

Contracts – It is renewal time. The CPI is scheduled for release tomorrow. Dr. Rollins did not present changes for the contract. Dr. Arthur would like to address time off in the case of illness or a vacation when she cannot get all days covered by the other physicians. It is sometimes difficult for the other physicians to cover on short notice (in the case of illness) or if Dr. Arthur would like to take more than a week's vacation. She is not asking for paid time off but some flexibility in scheduling. She will present contract language at the next meeting and the Board will discuss it then.

- District Administrator Report
 - Oxy abatement – The Court of Appeals reversed the decision by the Board of Assessment Appeals so that Oxy is not entitled to the abatement. Oxy does have the option to try to appeal to the Colorado Supreme Court but that court does not have to agree to hear their arguments.
 - Designate Posting place for agenda – It is time for the annual designation of the agenda.
- **Motion 5:** Dave Bristol motioned that the Board of Directors keep the posting places the same for the District (notices at the Collbran Clinic, Mesa Clinic, and the Collbran Library and the agendas at the Collbran Clinic). Steve Bryson seconded. Motion carried unanimously.
 - Transmission – the transmission on the plow truck went out today while plowing. It was towed to Baker's Transmission. It went out in 2014 and was fixed at Monte's Transmission but is outside the warranty timeline.
- **Motion 6:** Steve Bryson motioned that the Board of Directors approves the expense to have the plow truck repaired at Baker's Transmission. Mike Simons seconded. Motion carried unanimously.

- AirCo submitted a bill for the installation of the heating/cooling units in the new shop. It was over \$500.
- **Motion 7:** Mike Simons motioned that the Board of Directors approves the expense to AirCo. Steve Bryson seconded. Motion carried unanimously.

9. OLD BUSINESS

Shop Update – Once Beau gets a couple of consecutive days without snow, he will be able to get the roof off and moved.

10. JANUARY EVALUATION / RAISES

- Annual: Clifton
- 3 Month: None
- **Motion 8:** Steve Bryson motioned that the Board of Directors accepts the evaluation of the employee and approves the annual raise applicable. Kris McGovern seconded. Motion carried unanimously.

11. OLD BUSINESS CONTINUED

Manual – The Board of Directors continued reviewing the SDA Model Personnel Guidelines to adapt for our purposes. They will continue working through it each meeting until complete. It will be at the end of the agenda.

- **Motion 9:** Dave Bristol motioned that the Board of Directors adjourn the meeting at 1941. Steve Bryson seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator