

**PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES**

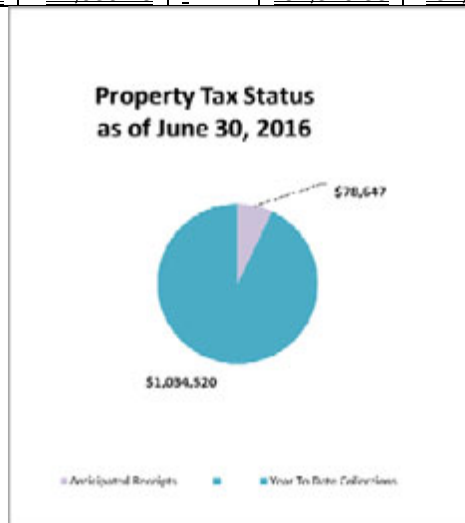
Tuesday, July 26, 2016

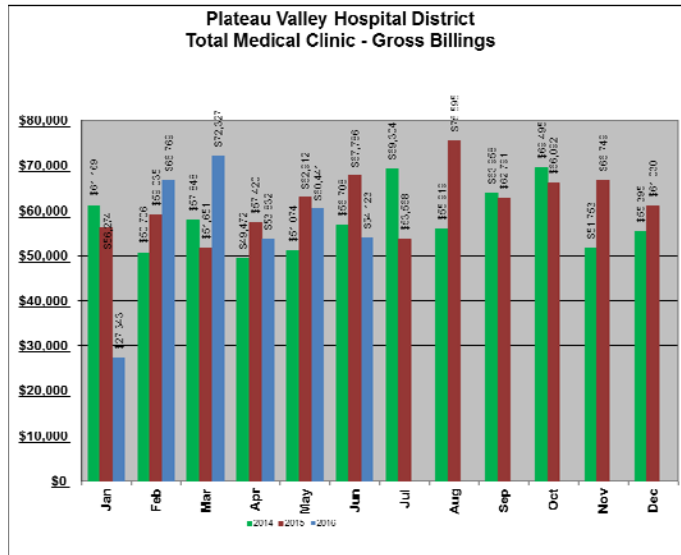
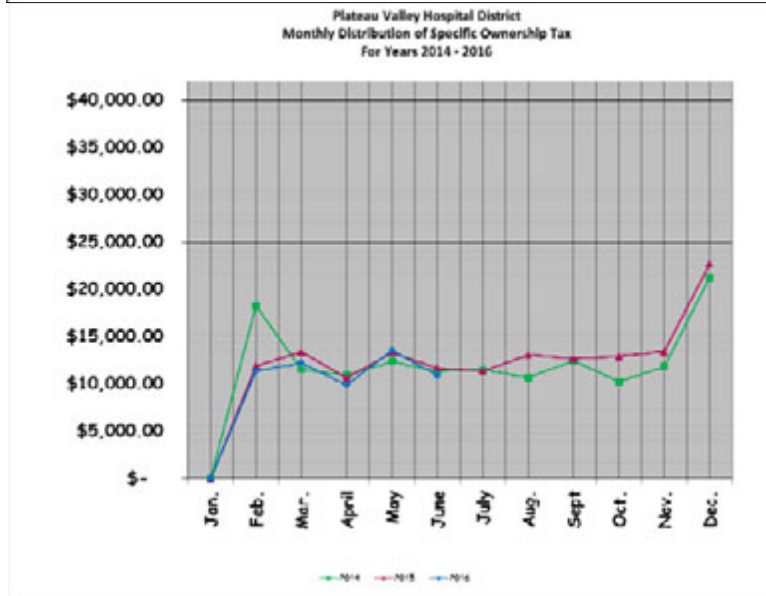
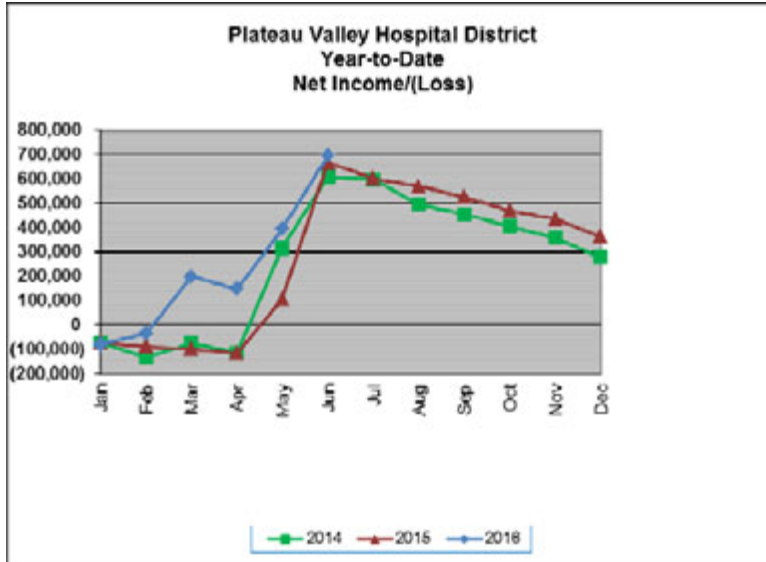
Attendance: Board: Denny Holmes, Dave Bristol, Steve Bryson, & Mike Simons  
 Staff & Consultants: Shannon Currier, Jessi Clark, Dr. Woodyard.

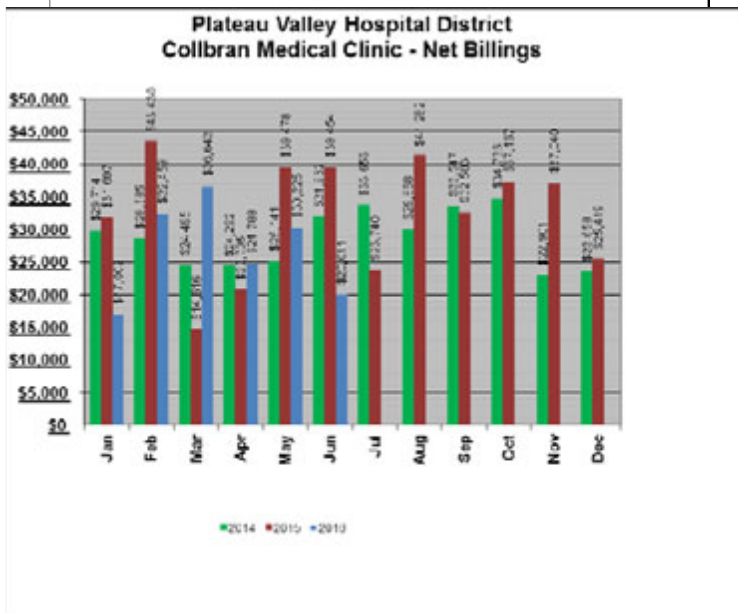
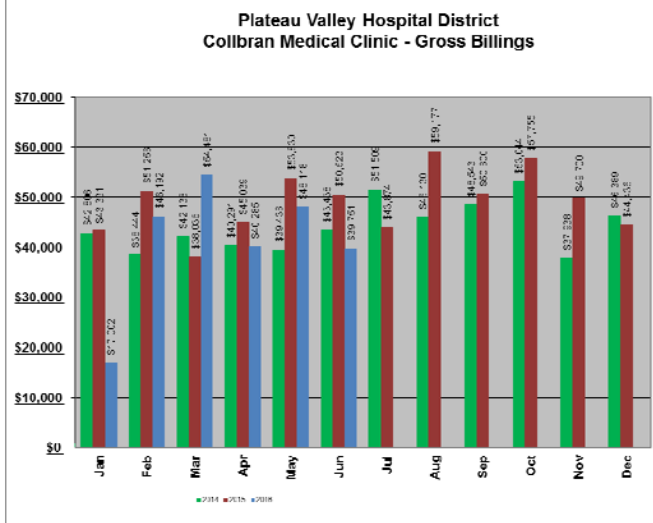
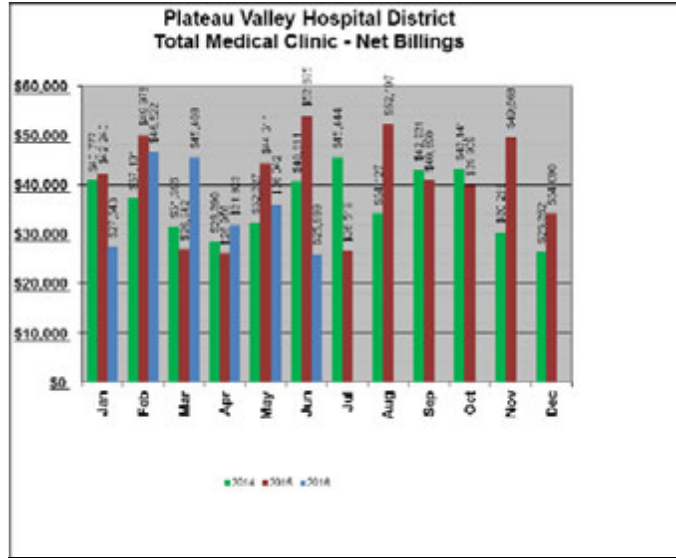
MEETING CALLED TO ORDER AT 1719 BY DENNY HOLMES, PRESIDENT.

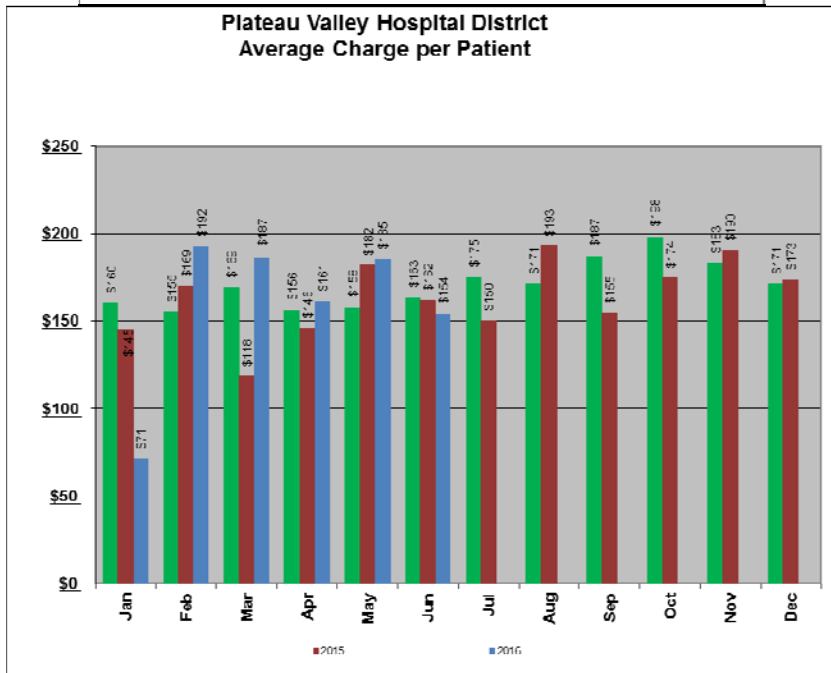
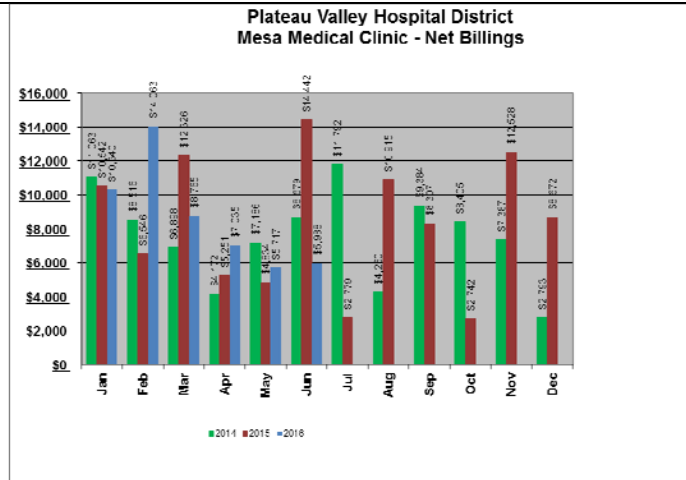
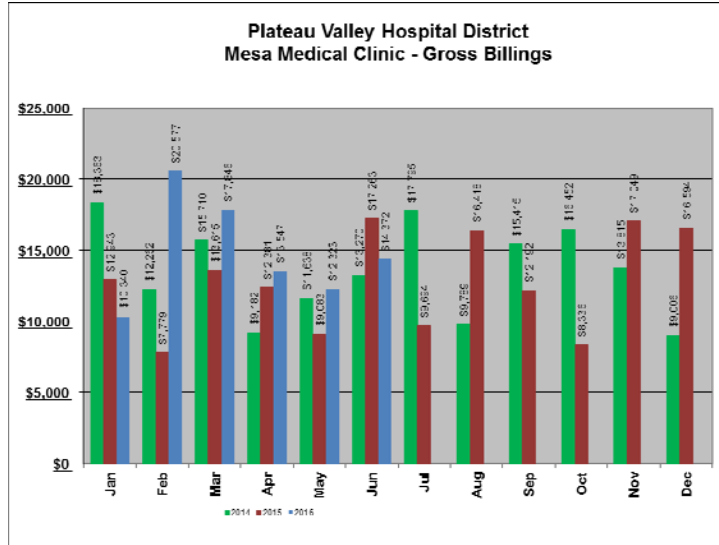
1. ROLL CALL: Dave Bristol, present. Denny Holmes, present. Kris McGovern, absent. Steve Bryson, present. Mike Simons, present.
  - **Motion 1:** Dave Bristol motion that the Board of Directors excuses Kris McGovern from the meeting. Steve Bryson seconded. Motion carried unanimously.
2. MINUTES  
 June 21, 2016 Regular Meeting
  - **Motion 2:** Mike Simons motioned that Board of Directors approves the minutes of the June 21, 2016 regular meeting presented. Steve Bryson seconded. Motion carried unanimously.
3. CLINIC CONSULTANT REPORT  
 The state Medicaid funding that brought the reimbursements up to Medicare level ran out at the end of June. They will return to the prior lower reimbursement levels. It is mainly children that have this Medicaid. The Medicaid through Rocky Mountain Health Plans that pays a monthly reimbursement on each patient is mainly adult patients. Debbie and Jessi are working out a way to track how that monthly amount compares to the amount that would have been charged per visit.
4. CONSULTANT CPA REPORT  
 Financial Reports

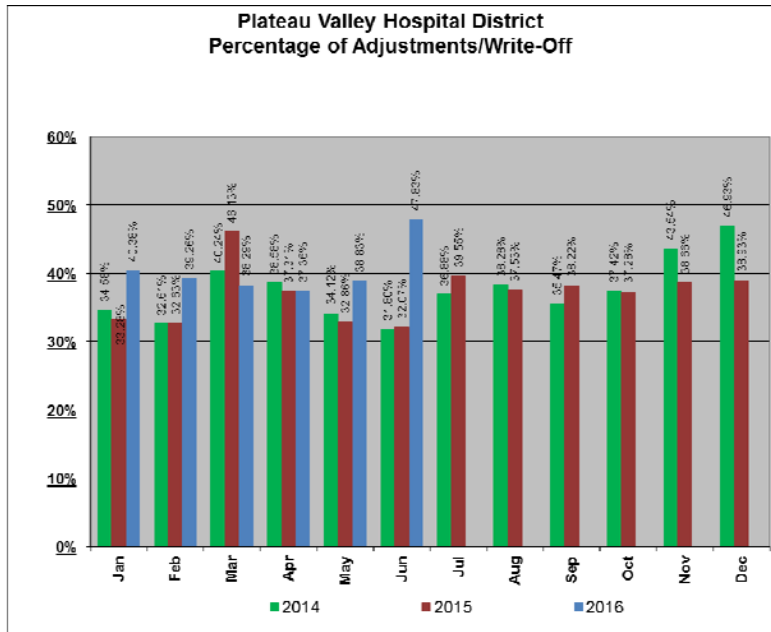
	Charges	Write Offs Misc. Inc.	Net Receipts	June, 2016	Operating Expense	Net Ordinary Income	Other Income/Exp	Net Income/(Loss)
Clinic-Collbran	39,750.52	-19,739.54	20,010.98		-34,527.58	-14,516.60	0.00	-14,516.60
Clinic-Mesa	14,372.35	-8,384.07	5,988.28		-18,204.62	-12,216.34	0.00	-12,216.34
Construction	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Rental Building	1,940.00	0.00	1,940.00		-2,039.66	-99.66	0.00	-99.66
Administrative	0.00	0.00	0.00		-7,548.47	-7,548.47	339,239.80	331,691.33
<b>Total</b>	<b>56,062.87</b>	<b>-28,123.61</b>	<b>27,939.26</b>		<b>-62,320.33</b>	<b>-34,381.07</b>	<b>339,239.80</b>	<b>304,858.73</b>











- **Motion 3:** Mike Simons motioned that the Board of Directors approve the accounts payable and payroll checks (51744-51788) and the June write-offs in the amount of \$28,123.61. Dave Bristol seconded. Motion carried unanimously.

5. ENVIRONMENTAL SERVICES

Plow – There was discussion of the proposal from West Park to repair the plow.

- **Motion 4:** Steve Bryson motioned that the Board of Directors accepts the proposal from West Park Truck Equipment, Inc. to repair the snow plow. Dave Bristol seconded. Motion carried unanimously.

6. NEW BUSINESS

Nothing presented.

7. CLINIC REPORT

Census

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Total Dr Appt	220	221	261	226	227	251	229						1635
# Days	20	21	23	21	21	22	20						148
Ave/Day	11.00	10.52	11.35	10.76	10.81	11.41	11.45	####	####	#####	#DIV/0!	####	11.05
Lab/Inj	77	91	92	96	75	74	52						557
Pharm	13	12	17	10	13	10	5						80
AH Pharm	0	0	0	0	0	0	0						0
After Hours	4	1	0	5	5	6	12						33
Other	8	10	6	14	15	6	6						65
Paged Calls	28	27	21	18	27	40	37	27					225
Clinic New Pt	15	13	7	11	9	17	16						88
Clinic 1X Pt	1	1	0	0	0	1	1						4
M - Dr Appt	111	96	107	85	82	75	96						652
M - # Days	11	10	11.5	11	11	10.5	11						76
M - Ave/ day	10.09	9.60	9.30	7.73	7.45	7.14	8.73	####	####	#####	#DIV/0!	####	8.58
M - MA appt	26	24	33	18	23	24	15						163
M - Pharm	1	2	1	0	1	1	1						7
M - Other	1	5	7	0	0	1	0						14
M - New Pt	6	3	7	7	6	7	6						42

M - 1 X Pt 1 0 0 0 0 0 0 0

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Collbran Clinic

2016	EW pt	EW days	EW ave	SR pt	SR days	SR ave	EA pt	EA days	
Jan	87	9	9.67	113	9	12.56	20	2	10.00
Feb	89	9	9.89	115	10	11.50	17	2	8.50
Mar	121	10.5	11.52	111	9	12.33	29	3.5	8.29
Apr	95	10	9.50	114	9	12.67	17	2	8.50
May	103	10	10.30	102	8	12.75	22	3	7.33
Jun	110	10.5	10.48	116	9	12.89	25	2.5	10.00
Jul			#DIV/0!			#DIV/0!			#DIV/0!
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!
<b>Totals</b>	<b>605</b>	<b>59</b>	<b>10.25</b>	<b>671</b>	<b>54</b>	<b>12.43</b>	<b>130</b>	<b>15</b>	<b>8.67</b>

Mesa Clinic

2016	EW pt	EW days	EW ave	SR pt	SR days	SR ave	EA pt	EA days	EA ave
Jan	5	1	5.00	14	1	14.00	92	9.00	10.22
Feb	8	1	8.00	16	1	16.00	72	8.00	9.00
Mar	13	1.5	8.67	19	2	9.50	75	8.00	9.38
Apr	7	1	7.00	12	1	12.00	66	9.00	7.33
May	8	1	8.00	13	1	13.00	61	9.00	6.78
Jun	19	2.5	7.60	25	2	12.50	31	6.00	5.17
Jul			#DIV/0!			#DIV/0!			#DIV/0!
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!
<b>Totals</b>	<b>60</b>	<b>8</b>	<b>7.50</b>	<b>99</b>	<b>8</b>	<b>12.38</b>	<b>397</b>	<b>49.00</b>	<b>8.10</b>

- Physician Report  
Nothing presented.
- District Administrator Report
  - Housekeeping Wage Scale – Our housekeeper is due for her three month evaluation and mentioned that the wage scale is not in line with other housekeeping positions in the area especially when considering that medical facilities require more. There was discussion and review of classified ads for housekeeping positions and our job requirements.
- **Motion 5:** Dave Bristol motioned that the Board of Directors increases the housekeeping starting pay to \$11.00 per hour and adjust the scale accordingly for current and future staff. Steve Bryson seconded. Motion carried unanimously.
  - X-ray system quote – The software system support contract for our digital x-ray system needs to be renewed.
- **Motion 6:** Steve Bryson motioned that the Board of Directors approves the expense to renew the x-ray software support contract. Mike Simons seconded. Motion carried unanimously.

8. OLD BUSINESS

Manual – The attorney has reviewed the manual and made suggestions. Jessi is attending a human resources class through the malpractice insurance carrier and will receive a sample manual next week. Jessi will wait to discuss the suggestions with the attorney until after the class in case there are additional changes needed.

9. EXECUTIVE SESSION –

- **Motion 7:** Steve Bryson motioned that the Board of Directors enter into executive session for personnel matters per §24-6-402(4)(f), C.R.S. at 1825. Mike Simons seconded. Motion carried unanimously.
- Meeting reconvened at 1908.

10. JULY EVALUATION / RAISES

- Annual: None
- 3 Month: James
- Quarterly: Clark
  
- **Motion 8:** Steve Bryson motioned that the Board of Directors approves the quarterly review for Jessi Clark and the next step in salary. Dave Bristol seconded. Motion carried unanimously.
  
- **Motion 9:** Mike Simons motioned that the Board of Directors adjourn the meeting at 1911. Dave Bristol seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator