

**PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES**

Tuesday, January 16, 2018

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

MEETING CALLED TO ORDER AT 1717 BY KRIS MCGOVERN, VICE PRESIDENT.

1. ROLL CALL: Dave Bristol, present. Denny Holmes, absent. Kris McGovern, present. Steve Bryson, present. Mike Simons, present.
  - **Motion 1:** Dave Bristol motioned that the Board of Directors excuse Denny Holmes from the meeting. Steve Bryson seconded. Motion carried unanimously.
2. MINUTES  
 December 5, 2017 Regular Meeting and December 14, 2017 Special Meeting
  - **Motion 2:** Steve Bryson motioned that the Board of Directors approve both the minutes of the December 5, 2017 regular meeting and the December 14, 2017 special meeting as presented. Mike Simons seconded. Motion carried unanimously.
3. CLINIC CONSULTANT REPORT  
 The insurance reimbursement rates are basically unchanged. The patients may have higher deductibles and out-of-pocket expenses though.
4. ENVIRONMENTAL SERVICES  
 Nothing presented.
5. NEW BUSINESS  
 Nothing presented.
6. CLINIC REPORT

2017 Census													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Total Dr Appt	242	250	277	215	259	249	219	276	211	259	244	209	2910
# Days	20	20	23	20	22	22	20	23	20	22	21	20	253
Ave/Day	12.10	12.50	12.04	10.75	11.77	11.32	10.95	12.00	10.55	11.77	11.62	10.45	11.50
Lab/Inj	66	71	81	60	64	68	59	78	68	132	80	70	897
Pharm	21	10	14	40	5	9	11	4	5	8	7	7	141
AH Pharm	0	0	0	0	0	0	0	0	0	0	1	0	1
After Hours	7	0	5	1	4	6	9	4	2	2	4	1	45
Other	7	7	7	80	16	8	16	19	14	5	12	17	208
Paged Calls	29	29	29	26	29	27	36	19	22	31	19	31	327
Clinic New Pt	8	2	11	60	12	16	10	29	8	9	14	5	184
Clinic 1X Pt	0	0	2	0	1	0	4	0	3	2	0	0	12
M - Dr Appt	123	103	106	109	94	91	79	102	81	98	90	89	1165
M - # Days	11	10	10.5	11	11	10.5	10	11.5	11	11	10	11	128.5
M - Ave/ day	11.18	10.30	10.10	9.91	8.55	8.67	7.90	8.87	7.36	8.91	9.00	8.09	9.07
M - MA appt	28	21	17	19	27	16	12	14	13	28	24	23	242
M - Pharm	1	2	0	1	2	2	1	1	0	0	0	2	12
M - Other	5	0	2	1	2	1	0	6	2	2	1	1	23
M - New Pt	2	2	7	1	5	9	4	5	4	3	3	9	54
M - 1 X Pt	1	0	0	0	0	0	0	0	0	0	0	0	1

Collbran Clinic

2017	EW pt	EW days	EW ave	SR pt	SR days	SR ave	EA pt	EA days	
Jan	136	12	11.33	84	6	14.00	22	2	11.00
Feb	87	6.5	13.38	140	10.5	13.33	23	3	7.67
Mar	103	9.5	10.84	156	11.5	13.57	18	2	9.00
Apr	83	8.5	9.76	110	9	12.22	22	2.5	8.80
May	82	7.5	10.93	151	11.5	13.13	26	3	8.67
Jun	113	10.5	10.76	115	9	12.78	21	2.5	8.40
Jul	60	5.5	10.91	137	12.5	10.96	22	2	11.00
Aug	158	14	11.29	91	6.5	14.00	27	2.5	10.80
Sep	84	9	9.33	113	9	12.56	14	2	7.00
Oct	160	14	11.43	87	6.5	13.38	12	1.5	8.00
Nov	80	6.5	12.31	136	11.5	11.83	28	3	9.33
Dec	77	8	9.63	112	10	11.20	20	2	10.00
<b>Totals</b>	<b>1,223</b>	<b>111.5</b>	<b>10.97</b>	<b>1,432</b>	<b>113.5</b>	<b>12.62</b>	<b>255</b>	<b>28</b>	<b>9.11</b>

Mesa Clinic

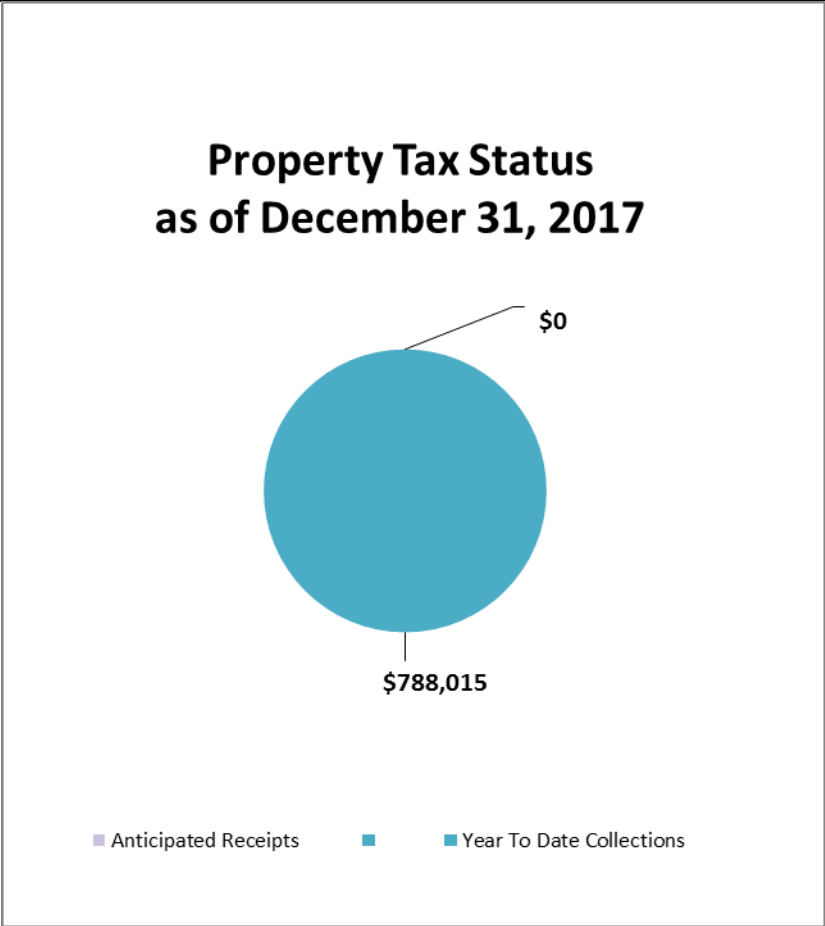
2017	EW pt	EW days	EW ave	SR pt	SR days	SR ave	EA pt	EA days	EA ave
Jan	14	1	14.00	14	1	14.00	95	9.00	10.56
Feb	9	0.5	18.00	19	1.5	12.67	75	8.00	9.38
Mar	29	2.5	11.60	25	2	12.50	52	6.00	8.67
Apr	10	1	10.00	15	1	15.00	84	9.00	9.33
May	4	0.5	8.00	29	2.5	11.60	61	8.00	7.63
Jun	19	1.5	12.67	16	2	8.00	56	7.00	8.00
Jul	8	1.5	5.33	18	1.5	12.00	53	7.00	7.57
Aug	18	2	9.00	26	1.5	17.33	58	8.00	7.25
Sep	9	1	9.00	23	2	11.50	49	8.00	6.13
Oct	13	1.5	8.67	21	2.5	8.40	64	7.00	9.14
Nov	6	0.5	12.00	20	1.5	13.33	64	8.00	8.00
Dec	12	1	12.00	20	3	6.67	57	7.00	8.14
<b>Totals</b>	<b>151</b>	<b>14.5</b>	<b>10.41</b>	<b>246</b>	<b>22</b>	<b>11.18</b>	<b>768</b>	<b>92.00</b>	<b>8.35</b>

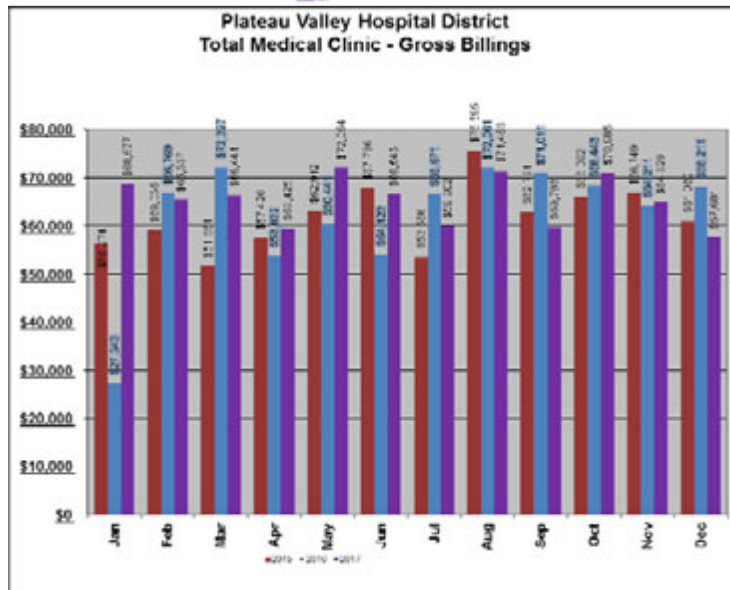
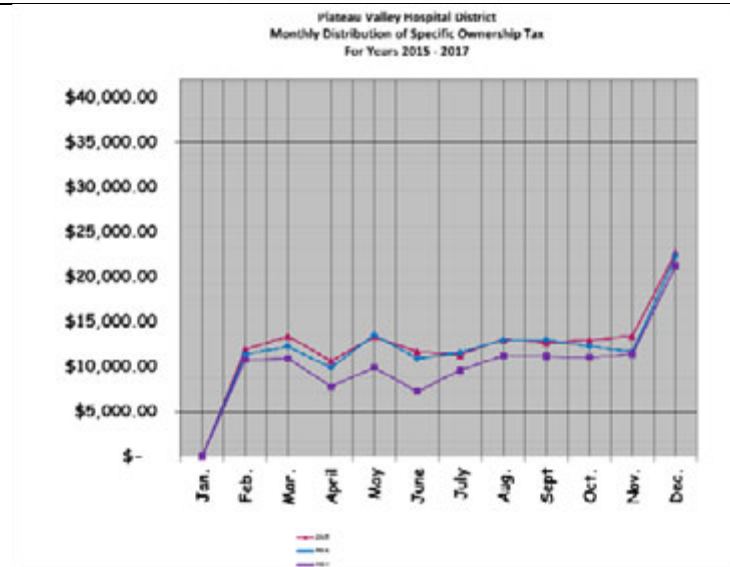
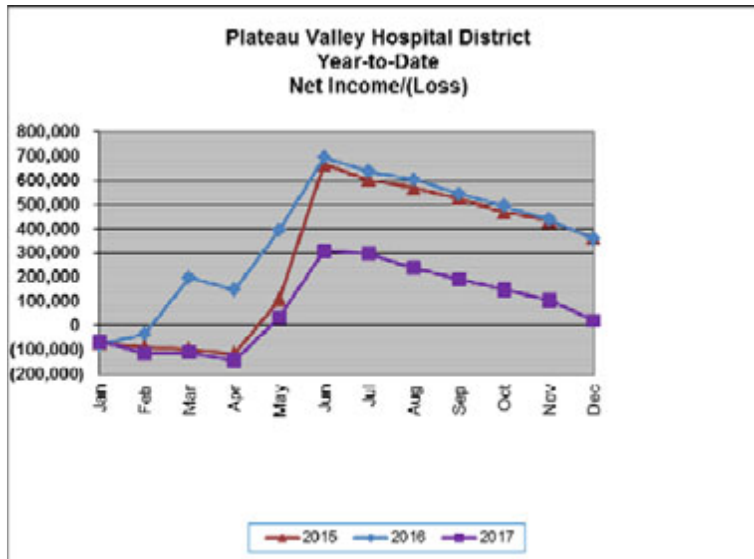
- Physician Report  
Contracts – The full time physicians would like to have added to their contracts the ability to take one week per year off at the same time with the District covering the cost of the part-time physician covering for them.
- District Administrator Report
  - Designate posting place and meeting times – there was discussion to leave them the same as they have been.
- **Motion 3:** Mike Simons 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.
  - Determine Board Officers – There was discussion to keep them the same for now.
  - Century Link Internet Update – There was discussion that we want to pursue the three year contract with Century Link for the bonded T1 lines since the fiber is not an option. There was also discussion of having Brainstorm as a secondary system to carry part of the internet traffic and act as a back-up if needed. It was decided not to go for the Brainstorm secondary.
- **Motion 4:** Steve Bryson motioned that the Board of Directors approves the signing of the three year contract with Century Link for bonded T1 lines. Dave Bristol seconded. Motion carried unanimously.
  - Audit – It will be the week of January 29<sup>th</sup>.

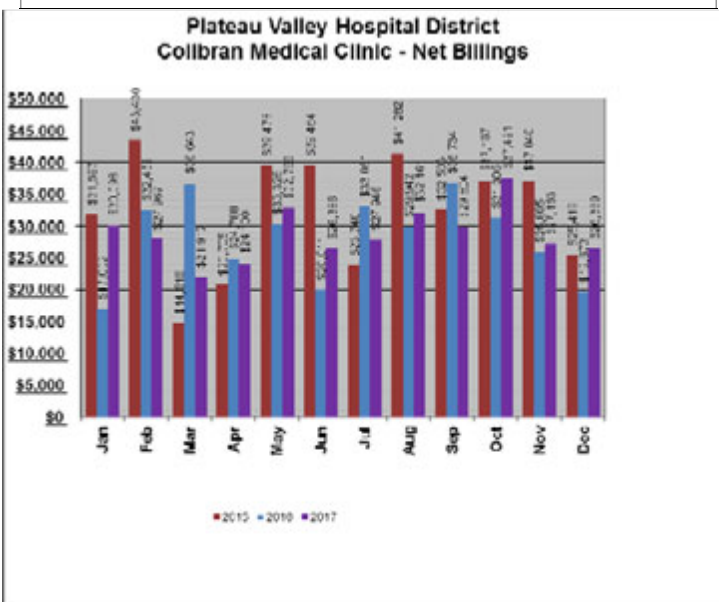
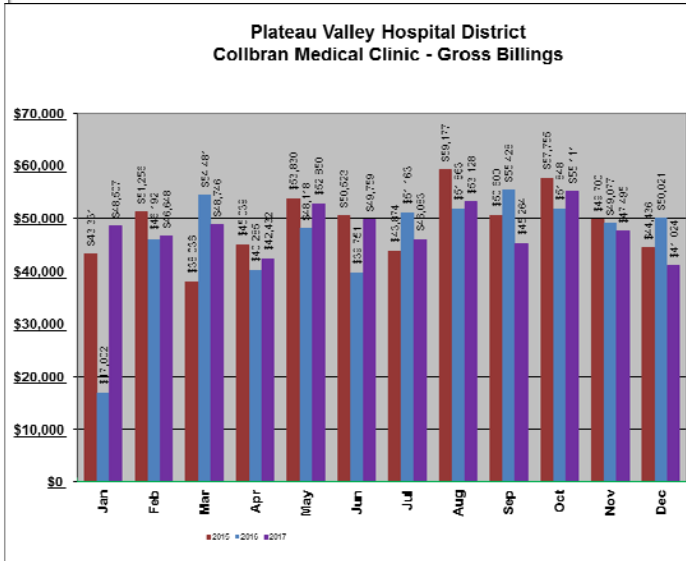
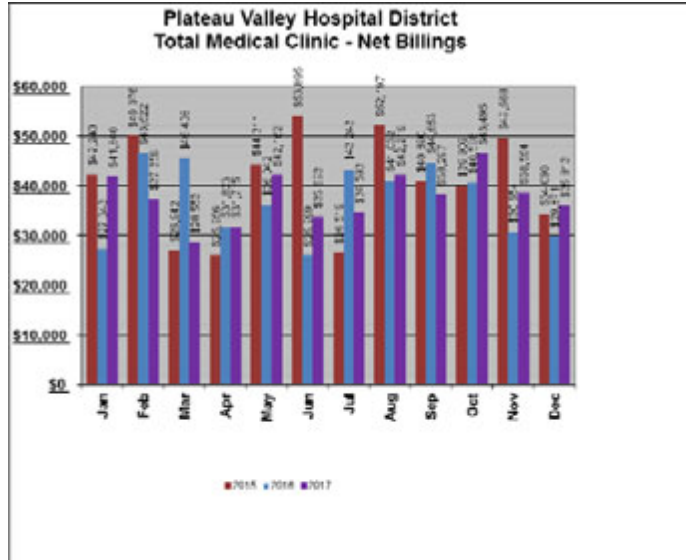
- o Greenway Revenue Services – GRS contacted us about using them for our billing service. They provided a power point presentation and analysis for Jessi. They sent a one page brochure for the Board to review. Jessi will pass the presentation on to the Board. It was determined to continue with our current billing service.
- o Election – We need to designate an election official for the May election.
- **Motion 5:** Dave Bristol motioned the Board of Directors approves the election resolution appointing Jessi Clark as the Designated Election Official. Steve Bryson seconded. Motion carried unanimously.
  - o Investment Info – This is tabled until the full board is available.
  - o May meeting – Jessi may ask to move the May meeting.

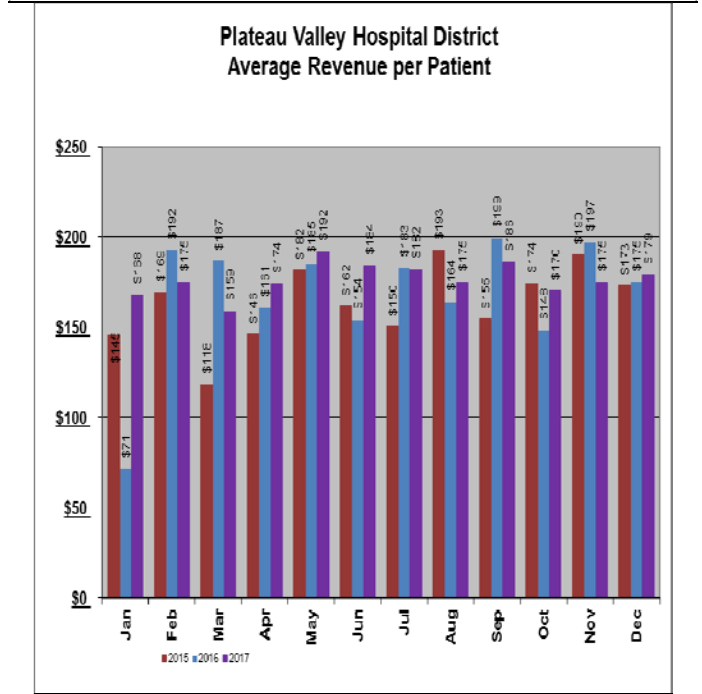
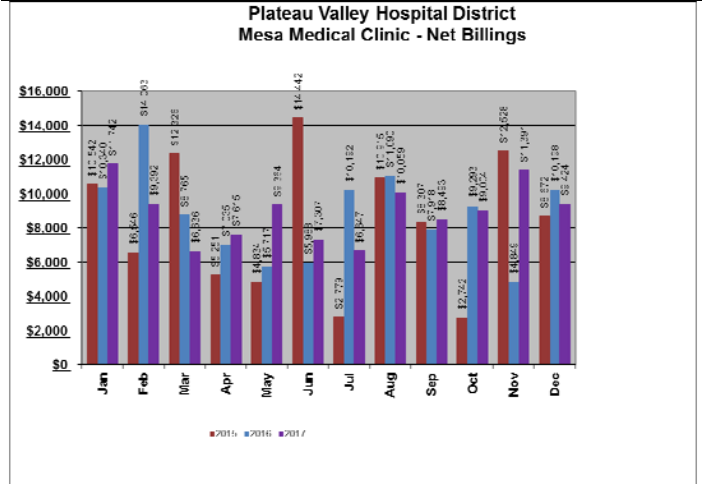
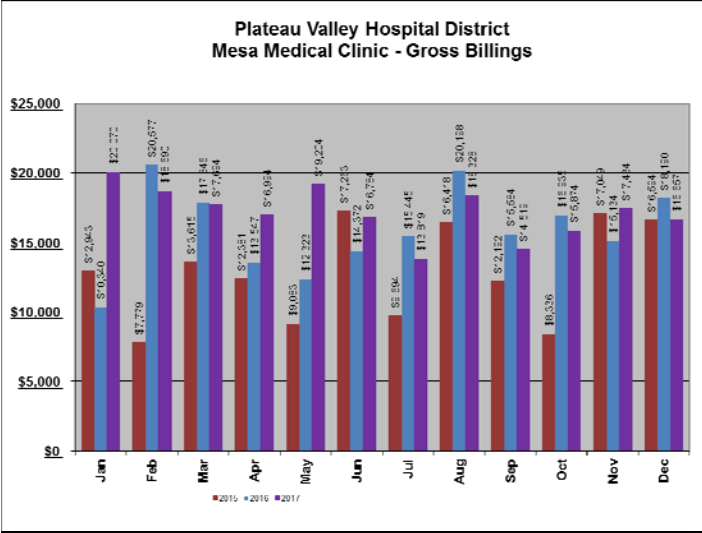
7. CONSULTANT CPA REPORT  
Financial Reports

				December, 2017				
	Charges	Write Offs Misc. Inc.	Net Receipts		Operating Expense	Net Ordinary Income	Other Income/Exp	Net Income/(Loss)
Clinic-Collbran	41,023.79	-14,634.89	26,388.90		-97,610.51	-71,221.61	0.00	-71,221.61
Clinic-Mesa	16,656.96	-7,233.16	9,423.80		-36,434.74	-27,010.94	0.00	-27,010.94
Construction	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Rental Building	1,921.50	0.00	1,921.50		-2,434.24	-512.74	0.00	-512.74
Administrative	0.00	0.00	0.00		-13,290.22	-13,290.22	29,884.69	16,594.47
Total	59,602.25	-21,868.05	37,734.20		-149,769.71	-112,035.51	29,884.69	-82,150.82

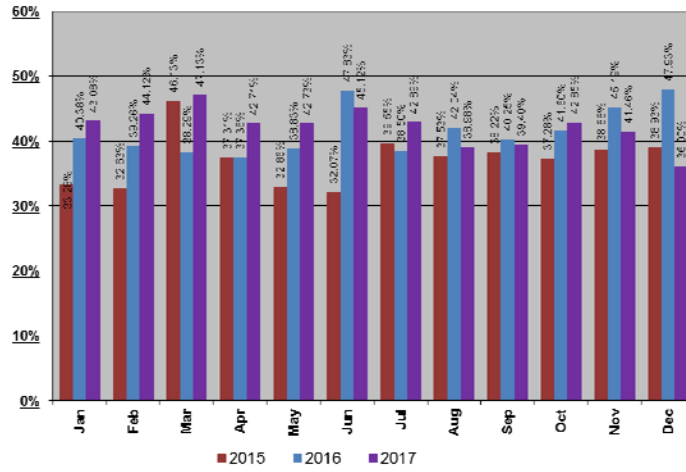




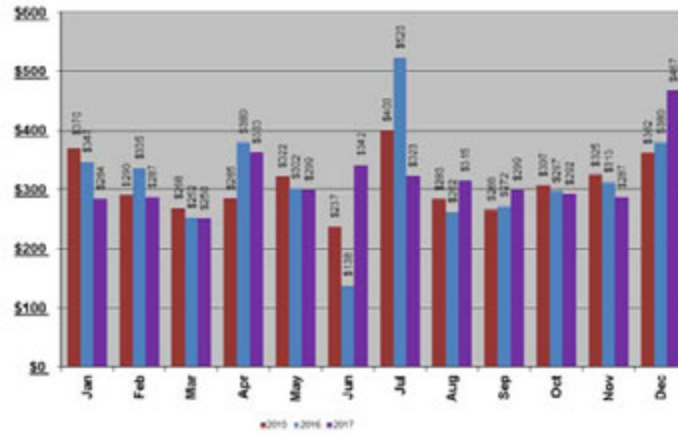




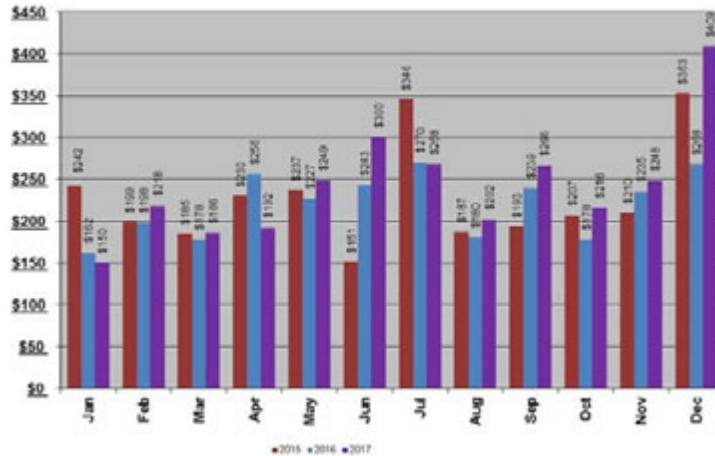
**Plateau Valley Hospital District  
Percentage of Adjustments/Write-Off**

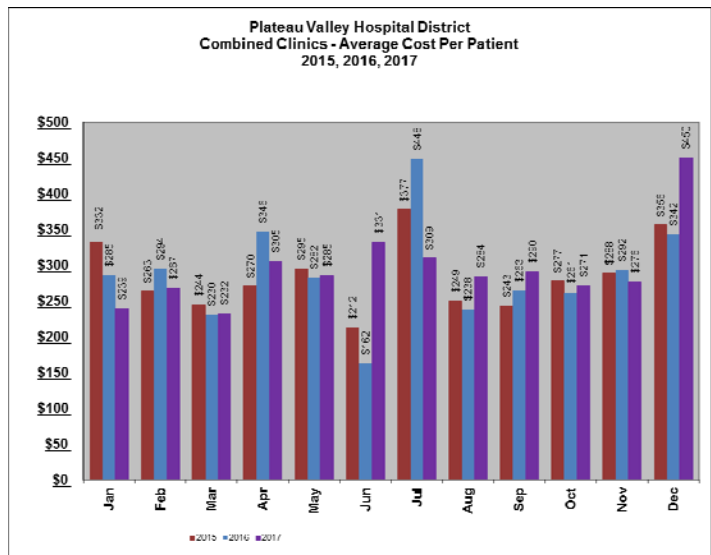


**Plateau Valley Hospital District  
Colbran Clinic - Average Cost Per Patient  
2015, 2016, 2017**



**Plateau Valley Hospital District  
Mesa Clinic - Average Cost Per Patient  
2015, 2016, 2017**





- **Motion 6:** Mike Simons motioned that the Board of Directors approves the accounts payable and payroll checks (#52700-52753) and the November write-offs in the amount of \$26,375.15. Dave Bristol seconded. Motion carried unanimously.
- **Motion 7:** Dave Bristol motioned that the Board of Directors approves the accounts payable and payroll checks (#52754-52821) and the December write-offs in the amount of \$21,868.05. Steve Bryson seconded. Motion carried unanimously.

8. OLD BUSINESS

Holiday Closure Clarification – This topic was asked to be put on the January agenda to clear up the confusion with Thanksgiving. There was a request for a write-up for the next meeting on how it was historically done.

9. JANUARY EVALUATION / RAISES

- Annual: Clifton, Clark
- 3 Month: None  
Clifton's was discussed. Clark's was tabled.
- **Motion 8:** Steve Bryson motioned that the Board of Directors accepts the evaluation of the employee and approves the annual raise applicable. Mike Simons seconded. Motion carried unanimously.
- **Motion 9:** Mike Simons motioned that the Board of Directors adjourn the meeting at 1848. Steve Bryson seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator