

PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES

Tuesday, November 17, 2020

Attendance: Board: Denny Holmes, Kris McGovern, Steve Bryson, Mike Simons, Don Mease.

Staff & Consultants: Shannon Currier & Jessi Clark.

Other: Jake Oakey of Foundation Repair of Western Colorado & Susie Bevans of HopeWest.

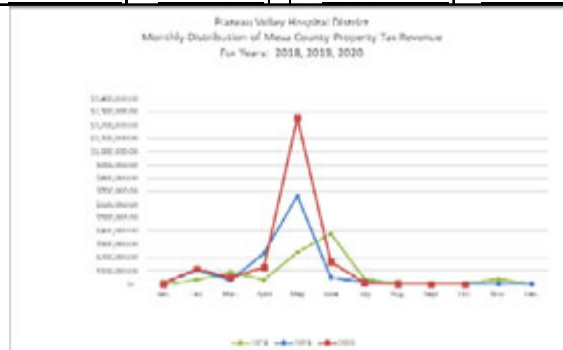
MEETING CALLED TO ORDER AT 1718 BY DENNY HOLMES, PRESIDENT.

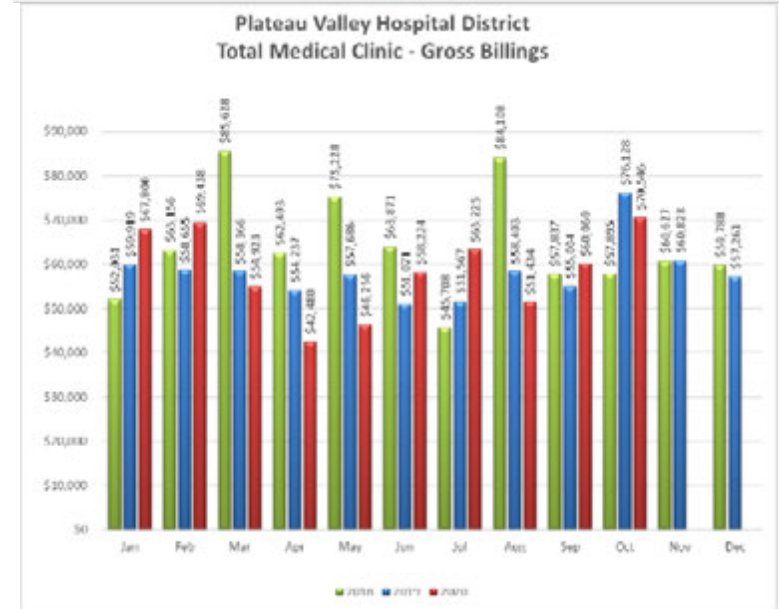
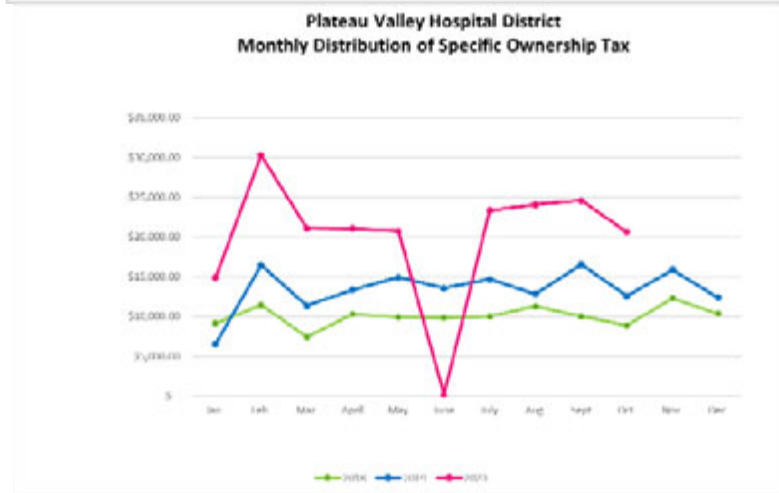
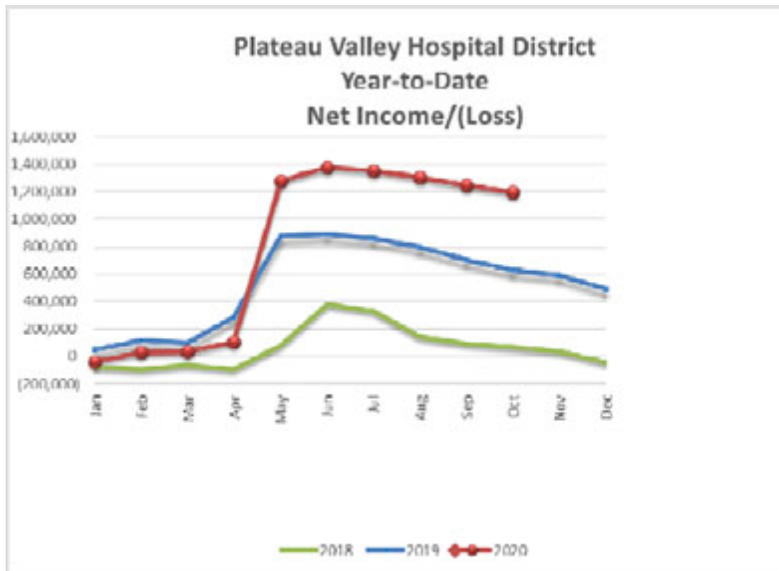
1. ROLL CALL: All Board members present.
2. FOUNDATION REPAIR – Jake Oakey of Foundation Repair went over the previous presentation and answered additional questions.
3. HOPEWEST – Susie Bevans discussed the mission of HopeWest and their healthcare operations in our valley. She also asked about changing their office to a different location in the building and what the rent would be.
 - **Motion 1:** Steve Bryson motioned that the Board of Directors offer the new rental location to HopeWest at \$250 through the end of 2022 as the Board feels it is important to help keep essential healthcare functions in the valley. Mike Simons seconded. Motion carried unanimously.
4. BUDGET HEARING – The 2021 Budget was presented. The hearing was opened to public comment but there was not any public present. The previous guests had left.
5. MINUTES
 - Regular Meeting
 - **Motion 2:** Mike Simons motioned that the Board of Directors approves the minutes of the October 20, 2020 regular meeting as presented. Kris McGovern seconded. Motion carried unanimously.
6. CLINIC CONSULTANT REPORT

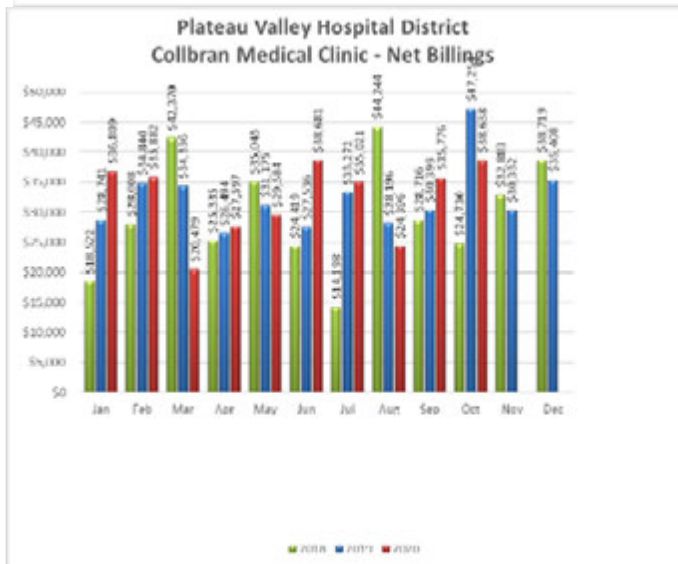
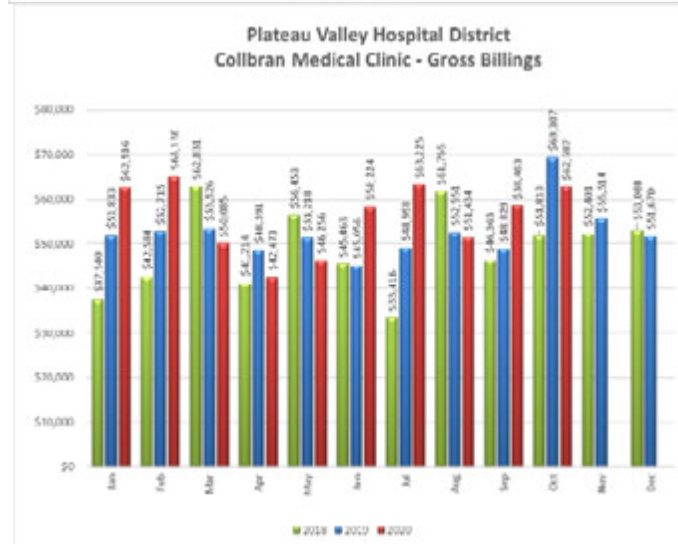
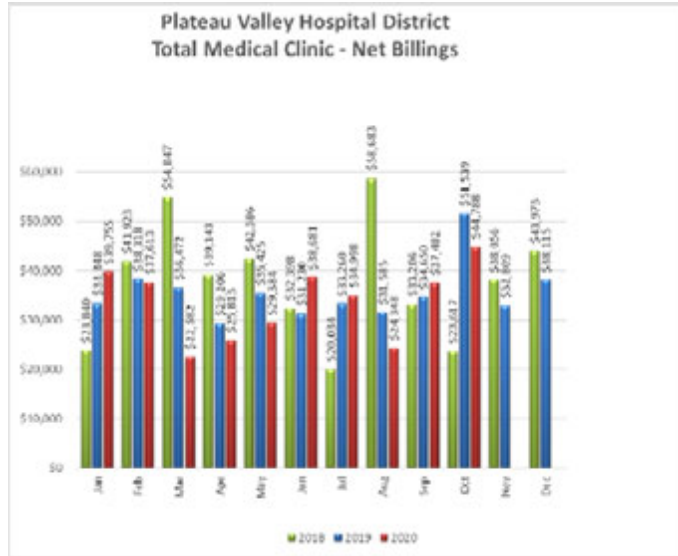
There are some new coding rules coming in 2021. She is working on training material for the providers. A new code has been added that may allow for us to charge for some of the care coordination the medical assistants do. There is also a change in how Rocky Mountain Health Plans runs their Medicare plan. We are one of the few who have signed the contract for it.
7. CONSULTANT CPA REPORT

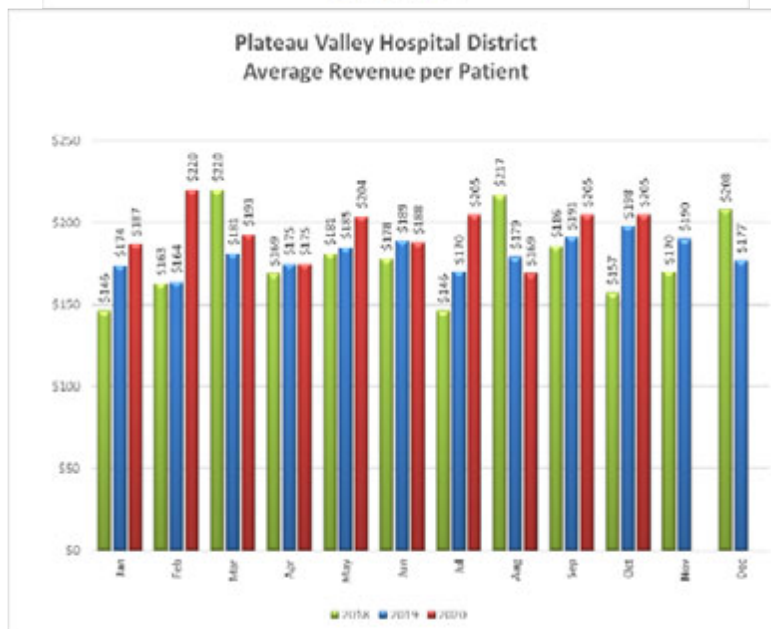
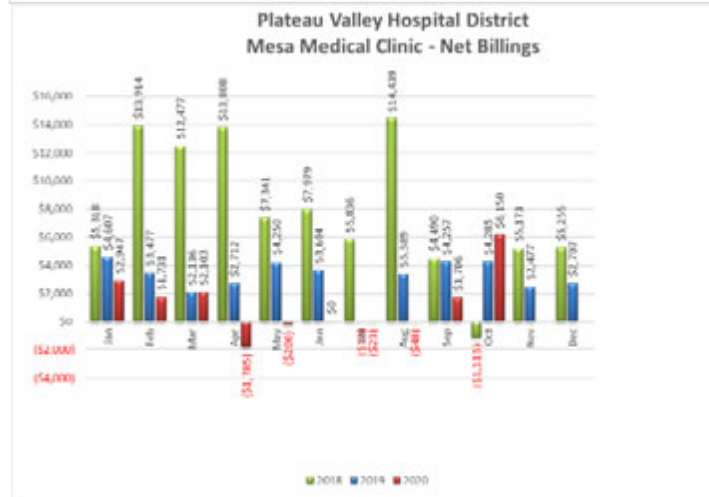
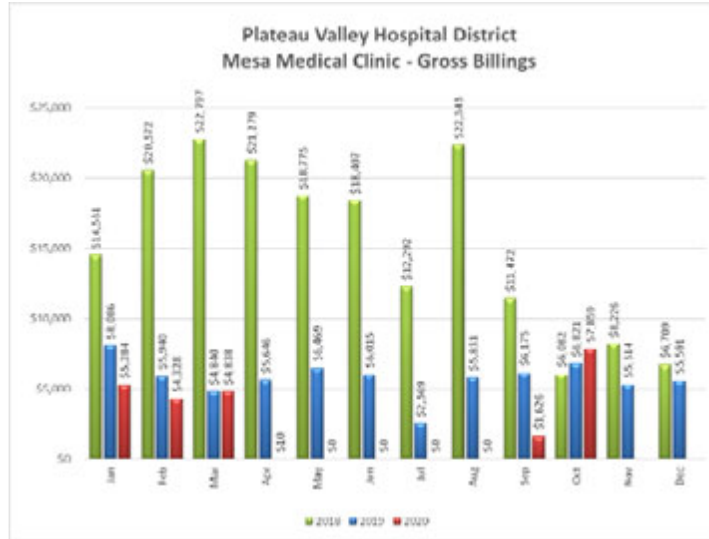
Financial Report

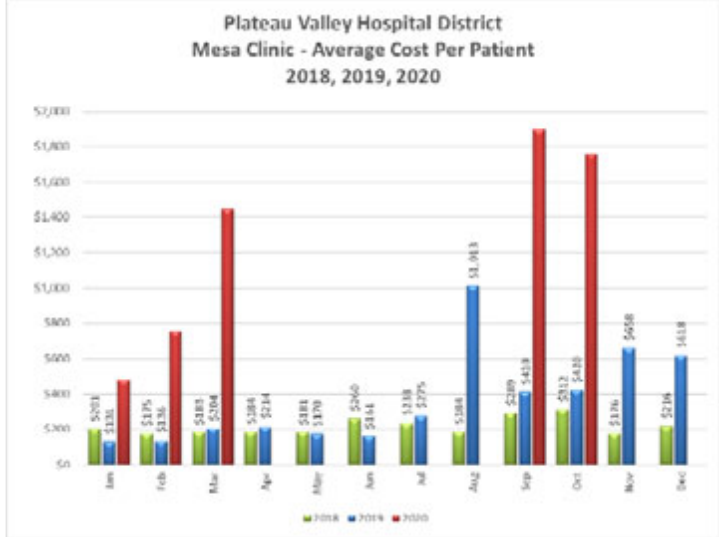
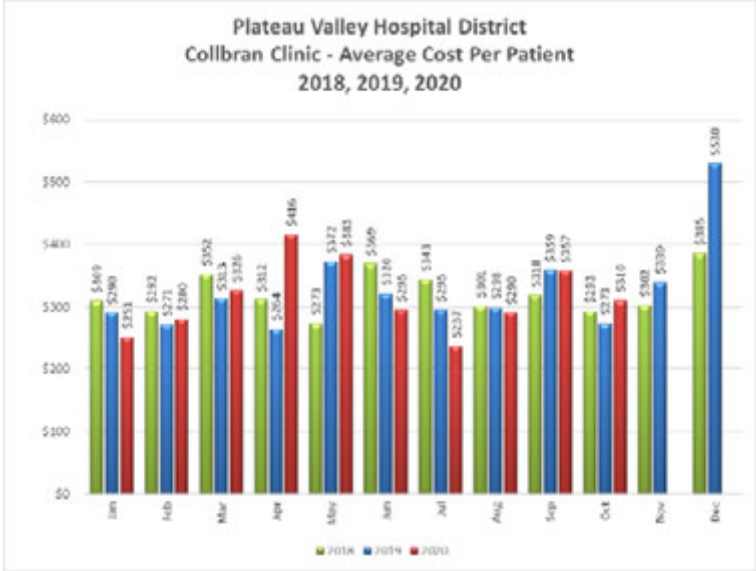
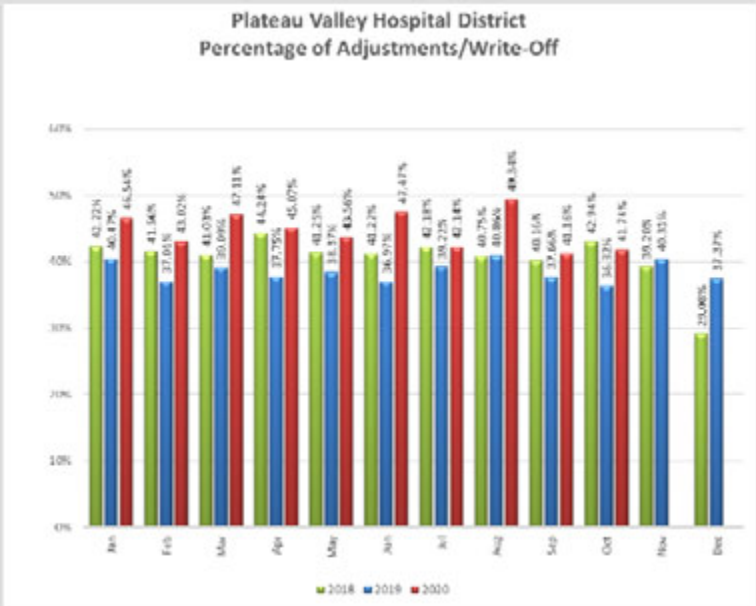
	October, 2020						
	Charges	Write Offs Misc. Inc.	Net Receipts	Operating Expense	Net Ordinary Income	Other Income/Exp	Net Income/(Loss)
Clinic-Collbran	62,687.19	-24,049.52	38,637.67	-88,860.90	-50,223.23	0.00	-50,223.23
Clinic-Mesa	7,858.70	-1,708.30	6,150.40	-17,586.01	-11,435.61	0.00	-11,435.61
PVHS	0.00	0.00	0.00	-695.00	-695.00	0.00	-695.00
Rental Building	1,023.50	0.00	1,023.50	-2,794.47	-1,770.97	0.00	-1,770.97
Administrative	0.00	0.00	0.00	-14,294.81	-14,294.81	29,272.18	14,977.37
Total	<u>71,569.39</u>	<u>-25,757.82</u>	<u>45,811.57</u>	<u>-124,231.19</u>	<u>-78,419.62</u>	<u>29,272.18</u>	<u>-49,147.44</u>

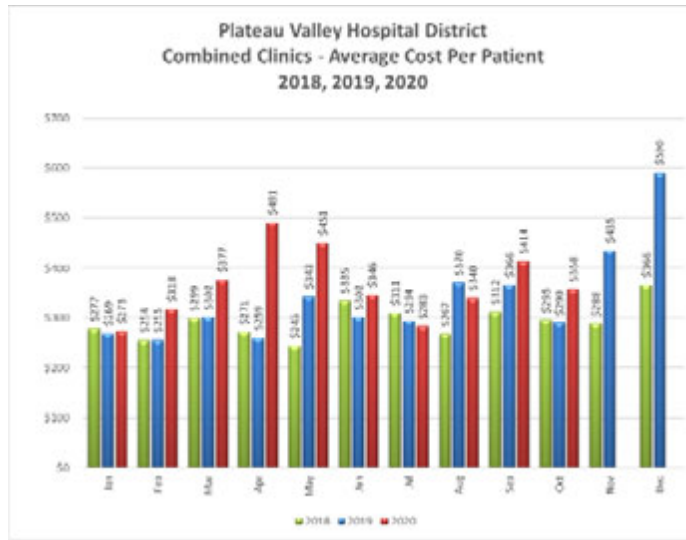












- Motion 3:** Mike Simons motioned that the Board of Directors approves the payroll and accounts payable checks (#54190-54214) and the October write-offs in the amount of \$25,757.82. Kris McGovern seconded. Motion carried unanimously.

The final two certificates of deposit at the Grand Valley Bank are maturing this week and next.

- Motion 4:** Mike Simons motioned that the Board of Directors approves moving the money from the two maturing CDs into the Grand Valley Bank money market account. Steve Bryson. Motion carried unanimously.

8. ENVIRONMENTAL SERVICES

- Motion 5:** Denny Holmes motioned that the Board of Directors approves the second option on the proposal from Foundation Repair of Western Colorado to be done in 2021. Steve Bryson seconded. Motion carried unanimously.

9. NEW BUSINESS

Nothing reported.

10. CLINIC REPORT

Census

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Total Dr Appt	250	217	128	44	141	215	219	214	173	193			1794
Dr # Days	19.5	18	21	22	20	21	22	21	20.5	19			204
Dr Ave/Day	12.82	12.06	6.10	2.00	7.05	10.24	9.95	10.19	8.44	10.16	#####	####	8.79
Dr phone			50	89	37	8	23	12	15	22			256
FNP Appt	64	57	40	29	36	56	57	53	60	45			497
FNP Day	15	13	16	18	16	17	17	16	17	10			155
FNP Ave/Day	4.27	4.38	2.50	1.61	2.25	3.29	3.35	3.31	3.53	4.50	#####	####	3.21
FNP phone			9	24	7	1	1	5	9	10			66
Lab/Inj	59	63	60	56	69	64	60	66	79	118			694
Pharm	12	11	20	15	5	11	8	11	5	12			110
AH Pharm	0	1	1	0	1	0	0	0	0	0			3
After Hours	5	3	4	5	6	9	6	7	5	6			56
Other	13	6	5	2	1	3	4	6	9	1			50
Paged Calls	43	19	19	43	34	29	45	29	18	17			296
Clinic New Pt	13	14	12	4	7	17	12	16	7	8			110
Clinic 1X Pt	0	1	0	0	0	1	4	3	3	3			15
M - Dr Appt	33	24	12	0	0	0	0	0	8	26			103

M - # Days	2.5	2	1	0	0	0	0	0	0.5	2.5			8.5
M - Ave/ day	13.20	12.00	12.00	####	####	####	####	####	16.00	10.40	#####	####	12.12
M - DR phone	0	0	0	0	0	0	0	0	0	0			0
M - FNP appt	0	0	3	0	0	0	0	0	2	9			14
M - FNP # day	0	0	1	0	0	0	0	0	1	3			4
M - FNP ave/da	####	####	3.00	####	####	####	####	####	4.00	3.60	#####	####	3.50
M - FNP phone	0	0	0	0	0	0	0	0	0	1			1
M - MA appt	9	9	3	0	0	0	0	0	0	12			33
M - Pharm	0	0	0	0	0	0	0	0	0	0			0
M - Other	1	3	1	0	0	0	0	0	0	1			6
M - New Pt	0	1	1	0	0	0	0	0	0	2			4
M - 1 X Pt	0	0	0	0	0	0	0	0	1	0			1

Collbran Clinic

2020	EW pt	EW days	EW ave	SR pt	SR days	SR ave	BH pt	BH days	BH ave
Jan	124	9.5	13.05	126	10	12.60	64	15	4.27
Feb	117	10.5	11.14	100	7.5	13.33	57	13	4.38
Mar	69	11.5	6.00	59	9.5	6.21	40	16	2.50
Apr	15	10	1.50	29	12	2.42	29	18	1.61
May	50	9	5.56	91	11	8.27	36	16	2.25
Jun	92	10	9.20	123	11	11.18	56	17	3.29
Jul	123	12	10.25	119	10	11.90	58	17	3.41
Aug	106	11	9.64	120	10	12.00	58	16	3.63
Sep	82	8.5	9.65	76	7	10.86	60	17	3.53
Oct	90	9	10.00	155	10	15.50	55	18	3.06
Nov			#DIV/0!			#DIV/0!			#DIV/0!
Dec			#DIV/0!			#DIV/0!			#DIV/0!
Totals	868	101	8.59	998	98	10.18	513	163	3.15

Mesa Clinic

2020	EW pt	EW days	EW ave	SR pt	SR days	SR ave	BH pt	BH days	BH ave
Jan	19	1.5	12.67	14	1	14.00	0	0.00	#DIV/0!
Feb	11	1	11.00	13	1	13.00	0	0.00	#DIV/0!
Mar	6	0.5	12.00	6	0.5	12.00	3	1.00	3.00
Apr	0	0	#DIV/0!	0	0	#DIV/0!	0	0.00	#DIV/0!
May	0	0	#DIV/0!	0	0	#DIV/0!	0	0.00	#DIV/0!
Jun	0	0	#DIV/0!	0	0	#DIV/0!	0	0.00	#DIV/0!
Jul	0	0	#DIV/0!	0	0	#DIV/0!	0	0.00	#DIV/0!
Aug	0	0	#DIV/0!	0	0	#DIV/0!	0	0.00	#DIV/0!
Sep	8	0.5	16.00	0	0	#DIV/0!	2	0.50	4.00
Oct	9	1	9.00	17	1.5	11.33	10	2.50	4.00
Nov			#DIV/0!			#DIV/0!			#DIV/0!
Dec			#DIV/0!			#DIV/0!			#DIV/0!
Totals	53	4.5	11.78	50	4	12.50	15	4.00	3.75

- Physician Report – Nothing reported.
- District Administrator Report

- Christmas Party – There was discussion of the Christmas Party and bonuses. There was a suggestion by staff of getting jackets since they are doing things outside with patients now.
 - **Motion 6:** Kris McGovern motioned that the Board of Directors approves giving the staff bonuses based on the same formula used in the past. Steve Bryson seconded. Motion carried 4-1 with Simons opposed.
- CSD engagement letter – We should be receiving the letter for the audit soon
 - **Motion 7:** Steve Bryson motioned that the Board of Directors approves signing the engagement letter with Chadwick, Steinkirchner, Davis & Co., P.C. Mike Simons seconded. Motion carried unanimously.
- SDA renewal – It is time for the Special District Association dues to be renewed.
 - **Motion 8:** Mike Simons motioned that the Board of Directors approves renewing the dues with the Special District Association. Steve Bryson seconded. Motion carried unanimously.
- Staffing – Our clinic coordinator is moving. A couple existing staff interviewed for the position and it was given to Amanda. We are still short on medical assistants and this will make us short another one.
- December meeting – It was moved to Wednesday, December 9. We will wait to see if it needs done virtually and then have people come in and sign the paperwork.
- COVID update – We continue to keep up with changing protocols. The lobby is closed again. The Mesa Clinic is open but will not be expanding hours any time soon. We are going to remove the bike rack to allow for easier access to the side door since we now escort some patients in that way. We continue to work on staff protocols and when to test.

11. NOVEMBER EVALUATION / RAISES

- Annual: Schowalter
- 3 Month: None
- **Motion 9:** Mike Simons motioned that the Board of Directors approves the evaluation of the employee. Kris McGovern seconded. Motion carried unanimously.

- **Motion 10:** Steve Bryson motioned that the Board of Directors adjourn the meeting at 1854. Kris McGovern seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator