# PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES

Tuesday, January 16, 2024

Attendance: Board: Steve Bryson, Robert Hassell.& John Polhemus. Staff & Consultants: Shannon Currier, Jessi Clark & Dr. Woodyard.

### MEETING CALLED TO ORDER AT 1716 BY STEVE BRYSON, PRESIDENT.

- 1. ROLL CALL: Don Mease and Mike Simons absent.
  - Motion 1: Robert Hassell motioned that the Board of Directors excuse Don Mease from the meeting. John Polhemus seconded. Motion carried unanimously.
  - Motion 2 John Polhemus motioned that the Board of Directors excuse Mike Simons from the meeting. Robert Hassell seconded. Motion carried unanimously.

#### 2. MINUTES

December 19, 2023, Regular Meeting

- Motion 3: Robert Hassell motioned that the Board of Directors approves the minutes of the December 19, 2023 regular meeting as presented. John Polhemus seconded. Motion carried unanimously. January 9, 2024, Special Meeting
- Motion 4: John Polhemus motioned that the Board of Directors approves the minutes of the January 9, 2024 special meeting as presented. Robert Hassell seconded. Motion carried unanimously.
- 3. CLINIC CONSULTANT REPORT Nothing reported.

### 4. CONSULTANT CPA REPORT

Financial Report – the budget to actual was present for the 2023 financial year.

 Motion 5: John Polhemus motioned that the Board of Directors approves the payroll and accounts payable checks (#55353-55382) and the December write-offs in the amount of \$18,921.16. Robert Hassell seconded. Motion carried unanimously.

The audit proposals were reviewed. There was also discussion of other options if this firm were to stop doing audits.

- Motion 6: John Polhemus motioned that the Board of Directors accept the proposal from Blair and Associates of Cedaredge. Robert Hassell seconded. Motion carried unanimously.
- 5. ENVIRONMENTAL SERVICES Nothing reported.
- 6. NEW BUSINESS Nothing reported.

### 7. CLINIC REPORT

#### Census

0011303													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Total Dr Appt	87	94	70	128	128	130	130	101	107	72	95	76	1218
Dr # Days	10.0	10.0	7.0	11.0	10.0	10.0	12.5	11.5	11.0	10.0	10.5	10.0	123.5
Dr Ave/Day	10.30	10.50	11.14	12.18	13.90	13.60	10.96	9.39	9.82	8.00	9.90	8.30	10.65
Dr phone	16	11	8	6	11	6	7	7	1	8	9	7	97
FNP Appt	87	69	132	71	112	94	70	142	64	98	106	78	1123
FNP Day	9.0	9.0	13.5	7.0	10.0	9.0	7.5	27.0	11.5	16.0	13.5	14.0	147.0
FNP Ave/Day	10.78	8.33	10.89	11.14	12.10	11.11	9.47	5.48	6.26	7.38	8.37	7.07	8.43
FNP phone	10	6	15	7	9	6	1	6	8	20	7	21	116
Lab/Inj	53	46	51	42	49	70	54	71	49	74	45	70	674
Pharm	3	1	0	2	2	2	3	1	0	1	1	0	16

AH Pharm	0	0	0	0	0	0	0	0	0	0	0	0	0
After Hours	2	0	1	0	0	1	0	0	1	3	4	0	12
Other	2	3	1	2	0	3	2	2	0	2	0	1	12
Paged Calls	19	3	19	2	13	3 20	2	2	18	13	30	16	224
0													
Clinic New Pt	5	5	9	0	2	11	13	11	9	3	3	3	74
Clinic 1X Pt	0	1	0	0	0	1	0	0	3	1	0	0	6
M - Dr Appt	15	13	14	10	15	19	9	16	8	12	10	10	151
M - # Days	1	1	1	1	1	2	0.5	1	4	1	1.5	1	16
M - Ave/ day	15.	.00 14.0	0 14.00	11.00	15.00	10.00	18.00	17.00	2.25	5 13.0	) 7.33	11.00	9.94
M - DR phone	0	1	0	1	0	1	0	1	1	1	1	1	8
M - FNP appt	9	11	15	16	11	16	5	14	37	65	50	46	295
M - FNP # day	1.0	) 1.0	1.5	1.0	1.0	1.0	0.5	2.0	7.5	13.0	10.5	10.0	50
M - FNP ave/da				16.00	12.00	16.00	10.00	7.00	4.93		4.86	4.90	6.20
M - FNP phone		2	2	0	1	0	0	0	0	5	1	3	15
M - MA appt	9	7	4	2	8	12	2	9	14	19	16	10	112
M - AH		- /	т —	2	0	12	2	,	17	1	10	10	112
M - Pharm	0	0	0	1	0	0	0	0	0	0	0	0	1
	1	1	-	1	0	-		-		0	0		3
M - Other			0		-	0	0	0	0		-	0	
M - New Pt	2	0	2	0	0	1	0	2	2	0	0	1	10
M - 1 X Pt	0	0	0	0	0	0	0	0	0	0	0	0	0
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<b>2023</b> Jan	EW pt 103	EW days		<b>BH pt</b> 97		<b>BH ave</b> 10.78	DB pt	DB da		Bave I	oc pt	loc days	loc ave #DIV/0!
Feb	105			75		9 8.33				#DIV/0!			#DIV/0!
Mar	78			147						#DIV/0!			#DIV/0!
Apr	95		14.62	78		7 11.14				#DIV/0!	39	4.5	
May	139	10		121						#DIV/0!			#DIV/0!
Jun	136	10		100		9 11.11				#DIV/0!			
Jul					61	5 10.31			1	A ()()			#DIV/0!
	125			67			-	4		4.00	12	3	4.00
Aug	105	10	10.50	70	9	9 7.78		8	18	4.33	3	1.5	4.00 2.00
	105 99		10.50 9.90	70 52	<u>(</u>	9 7.78 7 7.43	1	8		4.33 3.78			4.00 2.00 9.00
Aug Sep	105	10 10	10.50 9.90 10.29	70	9 	9 7.78 7 7.43	1	7 4 0	18 1.5	4.33	3 9	1.5 1	4.00 2.00 9.00
Aug Sep Oct Nov Dec	105 99 72 104 83	10 10 7 10.5 10	10.50 9.90 10.29 9.90 8.30	70 52 88 74 72		9   7.78     7   7.43     0   8.80     7   10.57     3   9.00		7 4 0 9 9 6 7	18 4.5 6 6.5 6	4.33 3.78 5.00 6.00 4.50	3 9 8	1.5 1 3	4.00 2.00 9.00 2.67 #DIV/0!
Aug Sep Oct Nov Dec <b>Totals</b>	105 99 72 104 83 <b>1,244</b>	10 10 7 10.5 10	10.50 9.90 10.29 9.90 8.30	70 52 88 74		9   7.78     7   7.43     0   8.80     7   10.57     3   9.00	1	7 4 0 9 9 6 7	18 4.5 6 5.5	4.33 3.78 5.00 6.00	3 9	1.5 1	4.00 2.00 9.00 2.67 #DIV/0!
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Provider Report. – nothing reported. District Administrator Report o Annual board designations – there was discussion of the annual board designation for agenda postings.

- Motion 7: : Robert Hassell motioned that the Board of Directors continue to post the agenda on the District's website with the Collbran Clinic lobby as the back-up posting place. John Polhemus seconded. Motion carried unanimously.
- Phone System the phone system reduced the term of the agreement from 5 years to 3.
  - Motion 8: Robert Hassell motioned that the Board of Directors approves the agreement with Verticomm for a new phone system for both clinics. John Polhemus seconded. Motion carried unanimously.
- Locums Coverage with a full three providers it was discussion of whether to continue to have Dr. Rollins for locums coverage. It was decided to keep him for this year to see how well coverage works with the three.
  - Motion 9: John Polhemus motioned that the Board of Directors approves continuing the malpractice reimbursement for Dr. Rollins to be able to provide locums coverage for 2024. Robert Hassell seconded. Motion carried unanimously.
- Landscaping Jessi will start checking into landscaping companies to bring both clinics back to what the landscaping should be.

### 8. OLD BUSINESS

- Signage Company has sent information on style updates. Jessi is checking with the tenants.
- Land Acquisition Committee update was given on the situation with water taps for the school property. A second location was discussed.

# 9. JANUARY EVALUATION / RAISES

- Annual: None
- 3 Month: Latham
- Motion 10: John Polhemus motioned that the Board of Directors accepts the evaluation of the employee and approves the annual raise applicable. Robert Hassell seconded. Motion carried unanimously.
- Motion 11: Robert Hassell motioned that the Board of Directors adjourn the meeting at 1752. John Polhemus seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator