

PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES
 Tuesday, September 17, 2024

Attendance: Board: Steve Bryson, Don Mease, Mike Simons, Robert Hassell & John Polhemus.
 Staff & Consultants: Shannon Currier, Jessi Clark, Manda Schowalter & Dr. Woodyard.

MEETING CALLED TO ORDER AT 1717 BY STEVE BRYSON, PRESIDENT.

1. ROLL CALL: all present.
2. MINUTES
 August 20, 2024 Regular Meeting
 - **Motion 1:** Mike Simons motioned that the Board of Directors approves the minutes of the August 20, 2024, regular meeting as presented. Don Mease seconded. Motion carried unanimously.
3. CLINIC CONSULTANT REPORT
 Debbie is taking over our account as Malani has moved on to another job. She will still be in contact with Debbie for questions.
4. CONSULTANT CPA REPORT
 Financial Report
 The budget-to-actual numbers were reviewed in depth. The preliminary 2025 budget will be presented at the October meeting. There was discussion of the money from a CD maturing at the end of the month. It was decided to move it to the ColoTrust account as we don't know what the rates will be at the end of the month.
 - **Motion 2:** John Polhemus motioned that the Board of Directors approves the August payroll, accounts payable ACH and checks (#55527-55543) and write-offs in the amount of \$27,895.13. Robert Hassell seconded. Motion carried unanimously.
5. ENVIRONMENTAL SERVICES
 The under-sink hot water heaters have been purchased and received. Bill will start the installations on Wednesdays when the Mesa is closed.
6. NEW BUSINESS
 Nothing reported.
7. CLINIC REPORT
 Census

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Total Dr Appt	88	52	86	50	85	86	85	91					623
Dr # Days	10.0	6.0	9.0	6.5	10.5	9.0	9.0	9.0					69
Dr Ave/Day	9.70	10.33	10.56	9.08	9.14	10.67	10.78	10.78	####	####	####	####	10.13
Dr phone	9	10	9	9	11	10	12	6					76
FNP Appt	107	115	96	104	95	110	123	115					865
FNP Day	17.0	18.0	16.0	17.5	15.0	13.5	16.5	17.0					130.5
FNP Ave/Day	7.82	7.39	7.06	7.49	7.13	9.41	8.18	7.94	####	####	####	####	7.77
FNP phone	26	18	17	27	12	17	12	20					149
Lab/Inj	62	53	54	58	39	55	60	53					434
Pharm	0	0	0	0	0	0	0	1					1
AH Pharm	0	0	0	0	0	0	0	0					0
After Hours	3	1	0	0	0	0	0	0					4

Other	1	1	0	0	1	0	0	2					5
Paged Calls	17	10	20	15	25	25	14	15					141
Clinic New Pt	2	4	0	4	4	6	13	3					36
Clinic 1X Pt	0	0	0	0	0	1	0	0					1
Receipt calls							718	763					1481
MA calls							558	522					1080
Counter							274	211					485
M - Dr Appt	7	13	13	4	13	10	11	5					76
M - # Days	1	1	1	0.5	1.5	1	1	1.5					8.5
M - Ave/ day	7.00	14.00	13.00	8.00	8.67	10.00	12.00	3.33	####	####	####	####	9.18
M - DR phone	0	1	0	0	0	0	1	0					2
M - FNP appt	67	68	50	86	54	61	77	88					551
M - FNP # day	12.0	11.0	10.5	13.5	10.0	8.5	11.0	11.5					88
M - FNP ave/da	5.83	6.45	5.33	6.74	6.10	7.88	7.91	7.91	####	####	####	####	6.75
M - FNP phone	3	3	6	5	7	6	10	3					43
M - MA appt	18	20	19	13	15	20	28	23					156
M - AH	0	0	0	0	0	0	0	0					0
M - Pharm	0	0	0	0	0	0	0	0					0
M - Other	0	0	0	0	0	0	0	0					0
M - New Pt	4	0	2	7	2	1	3	5					24
M - 1 X Pt	0	0	0	0	0	0	0	1					1
M - Receipt calls							314	351					665
M - MA calls							260	223					483
M - Counter							68	51					119

Collbran Clinic

2024	EW pt	EW days	EW ave	BH pt	BH days	BH ave	DB pt	DB days	DB ave
Jan	97	10	9.70	86	10	8.60	40	7	5.71
Feb	62	6	10.33	84	10.5	8.00	49	7.5	6.53
Mar	95	9	10.56	75	10	7.50	38	6	6.33
Apr	59	6.5	9.08	88	12	7.33	38	5.5	6.91
May	96	10.5	9.14	62	7.5	8.27	45	7.5	6.00
Jun	96	9	10.67	87	9	9.67	40	4.5	8.89
Jul	97	9	10.78	77	9.5	8.11	58	7	8.29
Aug	97	9	10.78	98	10.5	9.33	34	6.5	5.23
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!
Totals	699	69	10.13	657	79	8.32	342	51.5	6.64

Mesa Clinic

2024	EW pt	EW days	EW ave	BH pt	BH days	BH ave	DB pt	DB days	DB ave
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Jan	7	1	7.00	6	1	6.00	64	11.00	5.82
Feb	14	1	14.00	10	1.5	6.67	61	9.50	6.42
Mar	13	1	13.00	8	1	8.00	55	10.50	5.24
Apr	4	0.5	8.00	9	1	9.00	82	12.50	6.56
May	13	1.5	8.67	4	0.5	8.00	57	9.50	6.00
Jun	10	1	10.00	11	1	11.00	56	7.50	7.47
Jul	5	1.5	3.33	9	1	9.00	81	10.50	7.71
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!
Totals	66	7.5	8.80	57	7	8.14			#DIV/0!

	Mon	Tues	Wed	Thur	Fri	
July	17.40	13.40	15.80	14.67	11.25	2 clinics/2 providers
August	14.40	18.00	14.25	14.40	11.00	1 clinic/2 providers
Sept						1 clinic/ 1 provider
Oct						
Nov						
Dec						

- Provider Report. – Nothing reported.
- District Administrator Report
 - Culligan – while servicing the filters it was discovered that the RO tank was faulty, and a new tank needed to be ordered.
 - **Motion 3:** Don Mease motioned that the Board of Directors approves the Culligan bill for the new tank and installation. John Polhemus seconded. Motion carried unanimously.
 - Budget – The preliminary budget will be presented at the October meeting.
 - Palisade Pharmacy – There has been a slight change in the ownership, but things are expected to continue to operate the same.
 - Audit – The auditors are working on when they can come and do the presentation.
 - Staff Title – There was continued discussion of what the Lead MA job description entails. Specific qualifications will be added.
 - **Motion 4:** Mike Simons motioned that the Board of Directors approves the Lead MA job description with the addition of qualifications. John Polhemus seconded. The motion carried unanimously.

8. OLD BUSINESS

- Land Acquisition – There was discussion of the letter of intent to purchase a particular piece of land. It was not signed. Discussion continued on how to get guidance in purchasing property whether it is through the county or Special District Association.
- X-ray Upgrade – The software demo will be on Wednesday but purchasing will occur shortly after unless there are any issues with the software.
- Signage – All the signs are in production and we are awaiting the installation date.
- Mission Statement – There was discussion of the next steps and covered again why this project was started.

9. SEPTEMBER EVALUATION / RAISES

- Annual: None
- 3 Month: None

- **Motion 5:** John Polhemus motioned that the Board of Directors adjourn the meeting at 1815. Don Mease seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator