

**PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES**  
 Tuesday November 19, 2024

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

MEETING CALLED TO ORDER AT 1720 BY STEVE BRYSON, PRESIDENT.

1. ROLL CALL: All present.
2. MINUTES  
 October 15, 2024 Regular Meeting
  - **Motion 1:** Mike Simons motioned that the Board of Directors accepts the minutes of the October 15, 2024 regular meeting as presented. Robert Hassell seconded. Motion carried unanimously.
3. BUDGET HEARING: Budget hearing opened at 1720 with no public present. Changes from the preliminary budget were reviewed. Budget hearing closed at 1723.
4. CLINIC CONSULTANT REPORT  
 Medicare will continue to reimburse for telehealth visits.
5. CONSULTANT CPA REPORT  
 Financial Report -The financial statements were sent out prior to the meeting. The budget to actual was reviewed. There was discussion of investments that were called.
  - **Motion 2:** John Polhemus motioned that the Board of Directors reinvest \$600,000 in four \$150,000 increments with three of them being in US Treasury bonds maturing in October 2026, December 2027 and March 2029 and the final one being in a Federal Home Loan Bank agency bond maturing in December 2028. Mike Simons seconded. Motion carried unanimously.
  - **Motion 3:** Mike Simons motioned the Board of Directors approves the October payroll, ACH transactions and checks (#55563-55659) and the contractual adjustments in the amount of \$23,637.71. John Polhemus seconded. Motion carried unanimously.
6. ENVIRONMENTAL SERVICES  
 Nothing reported.
7. NEW BUSINESS  
 Nothing reported.
8. 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	90	67	65	84	929
Dr # Days	10.0	6.0	9.0	6.5	10.5	9.0	9.0	9.0	9.0	5.0	7.0	12.0	102
Dr Ave/Day	9.70	10.33	10.56	9.08	9.14	10.67	10.78	10.78	10.67	14.40	10.29	7.42	10.08
Dr phone	9	10	9	9	11	10	12	6	6	5	7	5	99
FNP Appt	107	115	96	104	95	110	123	115	99	130	79	59	1232
FNP Day	17.0	18.0	16.0	17.5	15.0	13.5	16.5	17.0	15.0	21.0	12.5	12.0	191.0
FNP Ave/Day	7.82	7.39	7.06	7.49	7.13	9.41	8.18	7.94	7.60	7.14	7.04	5.58	7.50
FNP phone	26	18	17	27	12	17	12	20	15	20	9	8	201
Lab/Inj	62	53	54	58	39	55	60	53	58	65	48	43	648

Pharm	0	0	0	0	0	0	0	1	0	1	0	4	6
AH Pharm	0	0	0	0	0	0	0	0	0	0	0	0	0
After Hours	3	1	0	0	0	0	0	0	1	1	3	2	11
Other	1	1	0	0	1	0	0	2	5	0	0	0	10
Paged Calls	17	10	20	15	25	25	14	15	28	10	10		189
Clinic New Pt	2	4	0	4	4	6	13	3	10	7	3	7	63
Clinic 1X Pt	0	0	0	0	0	1	0	0	2	0	1	0	4
Recept calls							718	763	661	827	686	762	4417
MA calls							558	522	425	507	514	481	3007
Counter							274	211	158	190	155	140	1128
<b>M - Dr Appt</b>	<b>7</b>	<b>13</b>	<b>13</b>	<b>4</b>	<b>13</b>	<b>10</b>	<b>11</b>	<b>5</b>	<b>10</b>	<b>10</b>	<b>7</b>	<b>5</b>	<b>108</b>
<b>M - # Days</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0.5</b>	<b>1.5</b>	<b>1</b>	<b>1</b>	<b>1.5</b>	<b>1</b>	<b>1</b>	<b>0.5</b>	<b>1</b>	<b>12</b>
<b>M - Ave/ day</b>	<b>7.00</b>	<b>14.00</b>	<b>13.00</b>	<b>8.00</b>	<b>8.67</b>	<b>10.00</b>	<b>12.00</b>	<b>3.33</b>	<b>11.00</b>	<b>11.00</b>	<b>14.00</b>	<b>5.00</b>	<b>9.33</b>
M - DR phone	0	1	0	0	0	0	1	0	1	1	0	0	4
M - FNP appt	67	68	50	86	54	61	77	88	70	56	51	60	788
M - FNP # day	12.0	11.0	10.5	13.5	10.0	8.5	11.0	11.5	11.0	11.0	8.5	12.5	131
M - FNP ave/da	5.83	6.45	5.33	6.74	6.10	7.88	7.91	7.91	6.91	5.91	7.41	5.36	6.60
M - FNP phone	3	3	6	5	7	6	10	3	6	9	12	7	77
M - MA appt	18	20	19	13	15	20	28	23	26	32	13	17	244
M - AH	0	0	0	0	0	0	0	0	0	0	0	0	0
M - Pharm	0	0	0	0	0	0	0	0	0	0	0	0	0
M - Other	0	0	0	0	0	0	0	0	0	0	0	0	0
M - New Pt	4	0	2	7	2	1	3	5	2	2	4	3	35
M - 1 X Pt	0	0	0	0	0	0	0	1	0	0	1	0	2
M - Recept calls							314	351	365	378	276	277	1961
M - MA calls							260	223	214	279	204	350	1530
M - Counter							68	51	45	45	32	45	286

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	96	9	10.67	78	9	8.67	36	6	6.00
Oct	72	5	14.40	93	12.5	7.44	57	8.5	6.71
Nov			#DIV/0!			#DIV/0!			#DIV/0!
Dec			#DIV/0!			#DIV/0!			#DIV/0!
<b>Totals</b>	<b>867</b>	<b>83</b>	<b>10.45</b>	<b>828</b>	<b>100.5</b>	<b>8.24</b>	<b>435</b>	<b>66</b>	<b>6.59</b>

Mesa Clinic

2024	EW pt	EW days	EW ave	BH pt	BH days	BH ave	DB pt	DB days	DB ave
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	11	1	11.00	4	0.5	8.00	83	10.50	7.90
Aug	5	1.5	3.33	9	1	9.00	81	10.50	7.71
Sep	11	1	11.00	8	1	8.00	68	10.00	6.80
Oct	11	1	11.00	9	1.5	6.00	56	9.50	5.89
Nov			#DIV/0!			#DIV/0!			#DIV/0!
Dec			#DIV/0!			#DIV/0!			#DIV/0!
Totals	99	10.5	9.43	78	10	7.80			#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	12.20	14.50	14.00	18.75	10.75		1 clinic/ 1 provider		
Oct	8.25	11.40	17.20	12.80	9.00				
Nov									
Dec									

- Provider Report. – Nothing reported.
- District Administrator Report
  - Christmas - There was discussion of whether the Board would be doing bonuses or not.
    - **Motion 4:** John Polhemus motioned that the Board of Directors approves giving bonuses to the staff using the same methodology as done in past years. Don Mease seconded. Motion carried unanimously.
  - Wage Scale – There was discussion of last month’s wage scale change and if we had the correct effective date for the change. It was determined that the effective date was appropriate.

9. OLD BUSINESS

- Land Acquisition Committee – The water situation is still up in the air for the Mesa property being evaluated. The landowner is going to list the property in the spring if we do not purchase it. There was discussion of preplanning on the building with a construction company so that we would have the information needed for the RFP when needed.
- X-ray Upgrade – The equipment has arrived and should be installed later in the week.
- Signage – The installation should start any time. It will likely be done in two phases a couple weeks apart.
- Mission Statement – tabled.

10. NOVEMBER EVALUATION / RAISES

- Annual: Schowalter
- 3 Month: None
- **Motion 5:** Don Mease motioned that the Board of Directors accepts the evaluation of the employee and approves the annual raise applicable. John Polhemus seconded. Motion carried unanimously
- **Motion 6:** Mike Simons motioned that the Board of Directors adjourn the meeting at 1807. Don Mease seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator