

**PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES**  
Tuesday, December 10, 2024

Attendance: Board: Steve Bryson, Don Mease, Robert Hassell & John Polhemus.  
Staff & Consultants: Shannon Currier, Manda Schowalter, Jessi Clark & Deborah Borrego.

MEETING CALLED TO ORDER AT 1719 BY STEVE BRYSON, PRESIDENT.

1. ROLL CALL: Mike Simons absent.
  - **Motion 1:** Robert Hassell motioned that the Board of Directors excuse Mike Simons from the meeting. Don Mease seconded. Motion carried unanimously.
2. MINUTES  
November 19, 2024, Regular Meeting
  - **Motion 2:** Robert Hassell motioned that the Board of Directors approves the minutes of the November 19, 2024 regular meeting as presented. John Polhemus seconded. Motion carried unanimously.
3. CLINIC CONSULTANT REPORT  
Nothing reported.
4. CONSULTANT CPA REPORT  
Financial Report – will be done in January. Budget documents reviewed and signed.
  - **Motion 3:** John Polhemus motioned that the Board of Directors approves the resolution to adopt the 2025 budget. Robert Hassell seconded. Motion carried unanimously.
  - **Motion 4:** Don Mease motioned that the Board of Directors approves the resolution to certify the mill levy. Robert Hassell seconded. Motion carried unanimously.
  - **Motion 5:** Don Mease motioned that the Board of Directors approves the resolution to appropriate sums of money. John Polhemus seconded. Motion carried unanimously.
  - **Motion 6:** John Polhemus motioned that the Board of Directors approves the November payroll, ACH transactions and checks (#55660-55582). Robert Hassell seconded. Motion carried unanimously.
5. ENVIRONMENTAL SERVICES  
Nothing reported.
6. NEW BUSINESS  
Nothing reported.
7. CLINIC REPORT
  - Provider Report. – Nothing reported.
  - District Administrator Report
    - SDA membership – There was discussion of the membership in the Special District Association and how it is tied to our insurance.
      - **Motion 7:** Robert Hassell motioned that the Board of Directors approves the expense to renew our membership with the Special District Association. Don Mease seconded. Motion carried unanimously.
    - Provider contracts – discussion has not taken place earlier in the year as normal to know if any changes are needed. No changes are needed by the District.
      - **Motion 8:** John Polhemus motioned that the Board of Directors approves the 2025 provider contracts with no changes other than the CPI change listed in the contracts. Robert Hassell seconded. Motion carried unanimously.

8. OLD BUSINESS

- Land Acquisition Committee – There was discussion of meeting with FCI Constructors to see about planning for the future Mesa Clinic. We will look to schedule that after the first of the year. The staff will discuss needs and wants for the new clinic at the staff meeting on Wednesday.
- X-ray Upgrade – The x-ray company and IT group are working on the back-up of the data on the old system so it can be moved over to the new system.
- Signage – The company is looking at installation next week.

9. DECEMBER EVALUATION / RAISES

- Annual: None
- 3 Month: None

Jessi Clark is up for review in January and brought the paperwork for a board member to fill out. The Board decided that they could not adequately fill out the paperwork.

- **Motion 9:** John Polhemus motioned that the Board of Directors accepts the evaluation that Jessi Clark met expectations for 2024. Robert Hassell seconded. Motion carried unanimously.
  
- **Motion 10:** John Polhemus motioned that the Board of Directors adjourn the meeting at 1801. Don Mease seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator