

PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES

Tuesday, July 15, 2025

Attendance: Board: Steve Bryson, Don Mease, Mike Simons, Robert Hassell & Marsh Encke.
Staff & Consultants: Shannon Currier, Jessi Clark & Dr. Woodyard.
Others: Paul Miller of Blair and Associates, P.C. & Dr. Emma Talbott.

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

1. ROLL CALL: All present.
2. AUDIT PRESENTATION – Paul Miller of Blair and Associates, P.C. presented the audit of the 2024 financials for the District.
3. MINUTES
June 17, 2025, Regular Meeting
 - **Motion 1:** Don Mease motioned that the Board of Directors approves the minutes of the June 17, 2025 regular meeting as presented. Mike Simons seconded. Motion carried unanimously.
4. CLINIC CONSULTANT REPORT
Nothing reported.
5. CONSULTANT CPA REPORT
Financial Report – The complete financial report was sent to the Board prior to meeting to have time to look at it. The budget-to-actual was reviewed in depth at the meeting.
 - **Motion 2:** Robert Hassell motioned that the Board of Directors approve the payroll, ACH transactions and checks (#55792-55807) and the June contractual adjustments in the amount of \$16,795.53. Don Mease seconded. Motion carried unanimously.
6. DR. TALBOTT – Dr. Emma Talbott introduced herself including her educational and personal history and her plans and residency completion timeline.
7. ENVIRONMENTAL SERVICES
Nothing reported.
8. NEW BUSINESS
Nothing reported.
9. CLINIC REPORT
Census

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Total Dr Appt	68	57	74	82	91	104							476
Dr # Days	7.0	6.5	7.0	9.0	10.5	11.0							51
Dr Ave/Day	10.57	11.38	11.43	9.89	8.95	9.82	####	####	####	####	####	####	10.18
Dr phone	6	17	6	7	3	4							43
FNP Appt	103	126	88	97	64	68							546
FNP Day	17.5	17.5	14.0	17.0	13.5	12.5							92.0
FNP Ave/Day	6.97	8.23	7.86	6.06	5.63	6.24	####	####	####	####	####	####	6.88
FNP phone	19	18	22	6	12	10							87
Lab/Inj	62	54	55	51	48	56							326
Pharm	0	1	0	0	2	1							4

AH Pharm	0	0	0	0	0	0							0
After Hours	0	0	0	3	3	1							7
Other	1	0	2	0	0	4							7
Paged Calls	10	20	11	10	18	14							83
Clinic New Pt	7	11	1	1	6	12							38
Clinic 1X Pt	0	0	0	0	0	0							0
Recept calls	771	681	805	813	731	716							4517
MA calls	657		574	503	508	663							2905
Counter	169	145	169	194	169	143							989
M - Dr Appt	11	7	9	7	12	7							53
M - # Days	1	0.5	1	1	1.5	1							6
M - Ave/ day	12.00	16.00	10.00	9.00	9.33	7.00	####	####	####	####	####	####	10.00
M - DR phone	1	1	1	2	2	0							7
M - FNP appt	69	54	51	62	59	57							352
M - FNP # day	10.5	9.5	8.5	12.0	11.5	12.0							64
M - FNP ave/da	7.62	6.32	6.71	5.67	6.00	5.58	####	####	####	####	####	####	6.27
M - FNP phone	11	6	6	6	10	10							49
M - MA appt	23	16	19	18	10	16							102
M - AH	0	0	0	0	0	0							0
M - Pharm	0	0	0	2	0	0							2
M - Other	0	0	0	0	0	1							1
M - New Pt	1	3	2	4	3	2							15
M - 1 X Pt	0	0	0	0	0	0							0
M - Recept calls	254	320	330	305	297	347							1853
M - MA calls	329	199	225	242	274	298							1567
M - Counter	54	42	49	46	36	19							246

Collbran Clinic

2025	EW pt	EW days	EW ave	BH pt	BH days	BH ave	DB pt	DB days	DB ave
Jan	76	7	10.86	73	10.5	6.95	49	7	7.00
Feb	74	6.5	11.38	102	11.5	8.87	42	6	7.00
Mar	80	7	11.43	66	9	7.33	44	5	8.80
Apr	89	9	9.89	65	10	6.50	38	7	5.43
May	94	10.5	8.95	46	8	5.75	30	5.5	5.45
Jun	108	11	9.82	56	7	8.00	22	5.5	4.00
Jul			#DIV/0!			#DIV/0!			#DIV/0!
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	521	51	10.22	408	56	7.29	225	36	6.25

Mesa Clinic

2025	EW pt	EW days	EW ave	BH pt	BH days	BH ave	DB pt	DB days	DB ave
Jan	12	1	12.00	9	1.5	6.00	71	9.00	7.89
Feb	8	0.5	16.00	8	1.5	5.33	52	8.00	6.50
Mar	10	1	10.00	5	1	5.00	52	7.50	6.93
Apr	9	1	9.00	3	1	3.00	65	11.00	5.91
May	14	1.5	9.33	6	1	6.00	63	10.50	6.00
Jun	7	1	7.00	8	1	8.00	59	11.00	5.36
Jul			#DIV/0!			#DIV/0!			#DIV/0!
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	60	6	10.00	39	7	5.57	362	57.00	6.35

- Provider Report – Nothing reported.
- District Administrator Report
 - SDA Conference – there was discussion of whether to send Jessi to it again and it was decided not to this year.

10. OLD BUSINESS

- Land Acquisition Committee – there was discussion of the water situation in Mesa.
- Signage – Completed.

11. JULY EVALUATION / RAISES

- Annual: Satterfield, Barr, Clifton
- 3 Month: None
- **Motion 3:** Mike Simons motioned that the Board of Directors approves the evaluations of the employees and approved the annual raises applicable. Robert Hassell seconded. Motion carried unanimously.
- **Motion 4:** Don Mease motioned that the Board of Directors adjourn the meeting at 1827. Robert Hassell seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator