

PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES

Wednesday, December 10, 2025

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

MEETING CALLED TO ORDER AT 1715 BY STEVE BRYSON, PRESIDENT.

1. ROLL CALL: All present.
2. MINUTES
November 18, 2025, Regular Meeting
 - **Motion 1:** Don Mease motioned that the Board of Directors approves the minutes of the November 18, 2025, regular meeting as presented. Marsha Encke seconded. Motion carried unanimously.
3. CLINIC CONSULTANT REPORT
The legislature has approved reimbursing for telehealth until the end of January.
4. ENVIRONMENTAL SERVICES
Nothing presented.
5. NEW BUSINESS
Nothing presented.
6. 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	82	100	98	68	53		877
Dr # Days	7.0	6.5	7.0	9.0	10.5	11.0	9.0	9.0	11.5	7.0	5.0		92.5
Dr Ave/Day	10.57	11.38	11.43	9.89	8.95	9.82	9.44	11.56	8.61	9.86	10.60	####	10.04
Dr phone	6	17	6	7	3	4	3	4	1	1	0		52
FNP Appt	103	126	88	97	64	68	117	115	80	125	93		1076
FNP Day	17.5	17.5	14.0	17.0	13.5	12.5	18.0	14.5	13.0	18.5	14.5		170.5
FNP Ave/Day	6.97	8.23	7.86	6.06	5.63	6.24	6.89	8.34	6.77	6.86	6.69	####	6.98
FNP phone	19	18	22	6	12	10	7	6	8	2	4		114
Lab/Inj	62	54	55	51	48	56	63	64	56	72	45		626
Pharm	0	1	0	0	2	1	0	0	0	0	1		5
AH Pharm	0	0	0	0	0	0	0	0	0	0	0		0
After Hours	0	0	0	3	3	1	4	0	1	4	4		20
Other	1	0	2	0	0	4	1	0	0	0	0		8
Paged Calls	10	20	11	10	18	14	9	19	14	12			137
Clinic New Pt	7	11	1	1	6	12	9	8	6	10	5		76
Clinic 1X Pt	0	0	0	0	0	0	0	2	1	0	0		3
Recept calls	771	681	805	813	731	716	715	823	815	825	609		8304
MA calls	657		574	503	508	663	599	687	679	623	680		6173
Counter	169	145	169	194	169	143	145	161	148	156	114		1713
M - Dr Appt	11	7	9	7	12	7	12	10	18	12	6		111
M - # Days	1	0.5	1	1	1.5	1	1	1	1.5	1	0.5		11

M - Ave/ day	12.00	16.00	10.00	9.00	9.33	7.00	12.00	11.00	12.00	12.00	12.00	####	10.82
M - DR phone	1	1	1	2	2	0	0	1	0	0	0		8
M - FNP appt	69	54	51	62	59	57	57	53	38	48	36		584
M - FNP # day	10.5	9.5	8.5	12.0	11.5	12.0	11.0	9.5	10.5	9.5	8.0		113
M - FNP ave/da	7.62	6.32	6.71	5.67	6.00	5.58	6.09	5.89	3.71	5.58	4.88	####	5.82
M - FNP phone	11	6	6	6	10	10	10	3	1	5	3		71
M - MA appt	23	16	19	18	10	16	16	22	13	12	24		189
M - AH	0	0	0	0	0	0	0	0	0	0	0		0
M - Pharm	0	0	0	2	0	0	0	0	0	0	0		2
M - Other	0	0	0	0	0	1	0	0	0	0	0		1
M - New Pt	1	3	2	4	3	2	2	5	1	1	3		27
M - 1 X Pt	0	0	0	0	0	0	0	0	0	0	0		0
M - Recept calls	254	320	330	305	297	347	343	318	345	272	295		3426
M - MA calls	329	199	225	242	274	298	346	247	304	293	266		3023
M - Counter	54	42	49	46	36	19	46	43	41	39	16		431

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	85	9	9.44	73	9.5	7.68	51	8.5	6.00
Aug	104	9	11.56	86	10	8.60	35	4.5	7.78
Sep	99	11.5	8.61	54	7.5	7.20	34	5.5	6.18
Oct	69	7	9.86	73	9	8.11	54	9.5	5.68
Nov	53	5	10.60	77	11	7.00	20	3.5	5.71
Dec		#DIV/0!			#DIV/0!			#DIV/0!	
Totals	931	92.5	10.06	771	103	7.49	419	67.5	6.21

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	12	1	12.00	7	1.5	4.67	60	9.50	6.32
Aug	11	1	11.00	7	1	7.00	49	8.50	5.76
Sep	18	1.5	12.00	0	0.5	0.00	38	10.00	3.80

Oct	12	1	12.00	5	1	5.00	48	8.50	5.65
Nov	6	0.5	12.00	4	1	4.00	35	7.00	5.00
Dec			#DIV/0!			#DIV/0!			#DIV/0!
Totals	119	11	10.82	62	12	5.17	592	100.50	5.89

	Mon	Tues	Wed	Thur	Fri			
January	15.50	13.25	15.75	14.40	7.60			
February	15.75	15.00	14.00	16.00	10.75		2 clinics/2 providers	
March	13.40	12.00	16.00	14.75	9.33		1 clinic/2 providers	
April	13.00	10.40	12.80	15.00	9.25		1 clinic/ 1 provider	
May	12.33	11.50	13.50	14.00	9.00			
June	13.60	12.00	13.00	14.50	8.75			
July	14.00	11.80	15.00	13.80	9.67			
August	16.00	13.00	15.25	14.50	11.20			
Sept	11.00	10.20	12.75	15.00	9.25			
Oct	11.67	10.75	14.40	13.40	8.60			
Nov	11.75	12.00	12.00	10.33	8.33			
Dec								
Ave	13.45	11.99	14.04	14.15	9.25			

- District Administrator Report
 - SDA Dues – The District needs to renew our dues at the beginning of the year to receive the 25% discount.
 - **Motion 2:** Robert Hassell motioned that the Board of Directors approves the expense for dues to the Special District Association. Marsha Encke seconded. Motion carried unanimously.
 - Audit Engagement Letter – An engagement letter was received from the audit firm to do the audit of the 2025 financials.
 - **Motion 3:** Don Mease motioned that the Board of Directors accepts the engagement letter from the auditors and the expense listed within. Robert Hassell seconded. Motion carried unanimously.
 - Pharmacy – There was discussion of a change at Palisade and how that will affect who is doing the consulting for the clinic pharmacy.

7. CONSULTANT CPA REPORT

The budget packets and resolutions were reviewed.

- **Motion 4:** Marsha Encke motioned that the Board of Directors approves the resolution to adopt the 2026 budget. Robert Hassell seconded. Motion carried unanimously.
- **Motion 5:** Don Mease motioned that the Board of Directors approves the resolution to certify the mill levy. Robert Hassell seconded. Motion carried unanimously.
- **Motion 6:** Robert Hassell motioned that the Board of Directors approves the resolution to appropriate sums of money. Marsh Encke seconded. Motion carried unanimously.

8. CLINIC REPORT - continued

- Provider Report – Nothing presented.

9. CONSULTANT CPA REPORT – continued

Several bonds were called in the last month, leaving money to reinvest.

- **Motion 7:** Mike Simons motioned that the Board of Directors reinvest money as follows: \$240,000 in a 5-year certificate of deposit with a rate of 3.6% or better, \$240,000 in a 4-year certificate of deposit with at rate of 3.4% or better and \$215,000 in a 3-year certificate of deposit with a rate of 3.35% or better. Don Mease seconded. Motion carried unanimously.

10. OLD BUSINESS

- Land Acquisition Committee – There was discussion of the information from the attorney. Don is trying to find out more about the driveway permit from the state. There was discussion that buying the land now but waiting to build a clinic in the future gives time to sort out the driveway issue and sell the property if it cannot be sorted out to our liking. Jessi will speak with the attorney about that and environmental surveys.

11. DECEMBER EVALUATION / RAISES

- Annual: Clark
- 3 Month: None
- **Motion 8:** Mike Simons motioned that the Board of Directors accepts the evaluation of the employee and approves the annual raise applicable. Robert Hassell seconded. Motion carried unanimously.

Marsha agreed to do the evaluation for Jessi next year.

- **Motion 9:** Marsha Encke motioned that the Board of Directors adjourn the meeting at 1819. Don Mease seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator