

PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES

Tuesday, January 20, 2026

Attendance: Board: Steve Bryson, Don Mease, Mike Simons & Marsha Encke.
 Staff & Consultants: Shannon Currier, Jessi Clark, Erica Satterfield & Beth Hedstrom.

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

1. ROLL CALL: Robert Hassell absent.
 - **Motion 1:** Mike Simons motioned that the Board of Directors excuse Robert Hassell from the meeting. Don Mease seconded. Motion carried unanimously.

2. MINUTES
 December 10, 2025, Regular Meeting
 - **Motion 2:** Don Mease motioned that the Board of Directors accepts the minutes of the December 10, 2025, regular meeting as presented. Marsha Encke seconded. Motion carried unanimously.

3. CLINIC CONSULTANT REPORT
 Nothing reported.

4. CONSULTANT CPA REPORT
 Financial Report – The Board reviewed the Budget to Actual in depth for the 2025 fiscal year. Two Certificate of Deposits are maturing next week and another at the beginning of February. There was discussion of what to do with those maturing funds. The Board had asked at the previous meeting to go over what expenses fall into the the “Other Contractual Reimbursement” line under the Provider Contracts at the January meeting and was given the information.
 - **Motion 3:** Mike Simons motioned that the Board of Directors approves the November and December payroll, ACH transactions and checks (#55893-55945) and the contractual adjustments in the amounts of \$17,159.69 and \$20,578.23 respectively. Marsha Encke seconded. Motion carried unanimously.
 - **Motion 4:** Mike Simons motioned that the Board of Directors approves reinvesting the first two CDs into an agency bond above 4% maturing in 2031 and the second CD into an agency bond over 4% maturing in 2031. If there are not any meeting those requirements, the money will be moved into the ColoTrust account. Don Mease seconded. Motion carried unanimously.

5. ENVIRONMENTAL SERVICES
 Nothing reported.

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	68	57	74	82	91	104	82	100	98	68	53	104	981
Dr # Days	7.0	6.5	7.0	9.0	10.5	11.0	9.0	9.0	11.5	7.0	5.0	9.5	102
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	11.37	10.17
Dr phone	6	17	6	7	3	4	3	4	1	1	0	4	56
FNP Appt	103	126	88	97	64	68	117	115	80	125	93	88	1164
FNP Day	17.5	17.5	14.0	17.0	13.5	12.5	18.0	14.5	13.0	18.5	14.5	16.0	186.5
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	5.81	6.88
FNP phone	19	18	22	6	12	10	7	6	8	2	4	5	119

Lab/Inj	62	54	55	51	48	56	63	64	56	72	45	69	695
Pharm	0	1	0	0	2	1	0	0	0	0	1	1	6
AH Pharm	0	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	2	22
Other	1	0	2	0	0	4	1	0	0	0	0	0	8
Paged Calls	10	20	11	10	18	14	9	19	14	12	9	16	162
Clinic New Pt	7	11	1	1	6	12	9	8	6	10	5	6	82
Clinic 1X Pt	0	0	0	0	0	0	0	2	1	0	0	0	3
Recept calls	771	681	805	813	731	716	715	823	815	825	609	816	9120
MA calls	657		574	503	508	663	599	687	679	623	680	720	6893
Counter	169	145	169	194	169	143	145	161	148	156	114	165	1878
M - Dr Appt	11	7	9	7	12	7	12	10	18	12	6	8	119
M - # Days	1	0.5	1	1	1.5	1	1	1	1.5	1	0.5	0.5	11.5
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	16.00	11.04
M - DR phone	1	1	1	2	2	0	0	1	0	0	0	0	8
M - FNP appt	69	54	51	62	59	57	57	53	38	48	36	63	647
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	10.5	123
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	6.10	5.85
M - FNP phone	11	6	6	6	10	10	10	3	1	5	3	1	72
M - MA appt	23	16	19	18	10	16	16	22	13	12	24	13	202
M - AH	0	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	0	2
M - Other	0	0	0	0	0	1	0	0	0	0	0	0	1
M - New Pt	1	3	2	4	3	2	2	5	1	1	3	4	31
M - 1 X Pt	0	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	305	3731
M - MA calls	329	199	225	242	274	298	346	247	304	293	266	321	3344
M - Counter	54	42	49	46	36	19	46	43	41	39	16	40	471

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	108	9.5	11.37	66	10.5	6.29	27	5.5	4.91
Totals	1,039	102	10.19	837	113.5	7.37	446	73	6.11

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	8	0.5	16.00	6	1	6.00	58	9.50	6.11
Totals	127	11.5	11.04	68	13	5.23	650	110.00	5.91

	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	15.00	15.20	10.44	12.33	9.25			
Ave	13.58	12.26	13.74	14.00	9.25			

- Provider Report – Noting reported.
- District Administrator Report
 - Annual Board Designation – There was discussion of where the Board meeting agendas would be posted and whether there was any need to change meeting days, times or Board officers. There will be no changes.
 - **Motion 5:** Mike Simons motioned that the Board of Directors continue to post the agenda on the District’s website with the Collbran Clinic lobby as the back-up paper posting place. Marsha Encke seconded. Motion carried unanimously.
 - Pharmacy – Mike from Palisade Pharmacy will take over for Beth as our consultant pharmacist.

- Staff Recognition – There was discussion of how to recognize staff for significant anniversaries. The Board will think about it for next meeting. Erica and Jessi will survey staff as to what would be meaningful to them. There was also discussion of an Employee of the Year (or other interval) and how to take input for it such as other staff or patients.
- Provider Contracts – The CPI has been announced so that the contracts can be renewed.
 - **Motion 6:** Don Mease motioned that the Board of Directors approves the provider 2026 contracts with the contractual CPI adjustment. Marsha Encke seconded. Motion carried unanimously.
- March – The audit has been scheduled for the fieldwork to be done in March. Jessi asked that the March meeting be rescheduled to a week later, on March 24 which the Board agreed to.
- Succession – There was discussion of forming a succession committee to plan for future for inevitable retirements. Steve and Marsha were assigned to the committee.

8. OLD BUSINESS

- Land Acquisition Committee – Don received a document from the landowner when asking for the driveway permit. Jessi will check with the attorney to see if it is the correct paperwork even though it does not appear to be. Don will contact the landowner to see if he can pull it from CDOT if it is not. Jessi is meeting with the attorney on the contract paperwork.

9. JANUARY EVALUATION / RAISES

- Annual: None
- 3 Month: None

- **Motion 7:** Mike Simons motioned that the Board of Directors adjourn the meeting at 1815. Don Mease seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator