

PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES

Tuesday March 24, 2026

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

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

1. ROLL CALL: All present.
2. MINUTES
 February 17, 2026, Regular Meeting
 - **Motion 1:** Mike Simons motioned that the Board of Directors approves the minutes of the February 17, 2026, regular meeting as presented. Robert Hassell seconded. Motion carried unanimously.
3. CLINIC CONSULTANT REPORT
 Nothing presented.
4. CONSULTANT CPA REPORT
 Financial Report – Information was presented that broke different line items out over time and the trends over several years.
 - **Motion 2:** Marsha Encke motioned that the Board of Directors approves the February ACH transactions, payroll and checks (#55959-55970) and the contractual adjustments in the amount of \$17,608.73. Mike Simons seconded. Motion carried unanimously.
5. ENVIRONMENTAL SERVICES
 A proposal was presented to do the crack fill and sealing for the Collbran parking lot as well as repairing the back parking lot of Building B.
 - **Motion 3:** Don Mease motioned that the Board of Directors approves the crack fill and sealing portion of the proposal for the Collbran parking lot. Marsha Encke seconded. Motion carried unanimously.
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	75	84											159
Dr # Days	9.0	10.0											19
Dr Ave/Day	8.56	8.60	####	####	####	####	####	####	####	####	####	####	8.58
Dr phone	2	2											4
FNP Appt	98	75											173
FNP Day	16.0	12.5											28.5
FNP Ave/Day	6.31	6.24	####	####	####	####	####	####	####	####	####	####	6.28
FNP phone	3	3											6
MA appt	50	41											91
Pharm	0	0											0
AH Pharm	0	0											0
After Hours	2	0											2
Other	0	0											0

Paged Calls	16	6												22
Clinic New Pt	9	8												17
Clinic 1X Pt	0	0												0
Recept calls	695	632												1327
MA calls	753	705												1458
Counter	155	128												283
M - Dr Appt	10	8												18
M - # Days	1	1												2
M - Ave/ day	10.00	8.00	####	####	####	####	####	####	####	####	####	####	####	9.00
M - DR phone	0	0												0
M - FNP appt	59	61												120
M - FNP # day	11.0	10.5												22
M - FNP ave/da	5.36	5.81	####	####	####	####	####	####	####	####	####	####	####	5.58
M - FNP phone	0	0												0
M - MA appt	12	17												29
M - AH	0	0												0
M - Pharm	0	1												1
M - Other	0	0												0
M - New Pt	3	4												7
M - 1 X Pt	0	0												0
M - Recept calls	297	259												556
M - MA calls	333	257												590
M - Counter	37	36												73

Collbran Clinic

2026	EW pt	EW days	EW ave	BH pt	BH days	BH ave	DB pt	DB days	DB ave
Jan	77	9	8.56	69	10	6.90	32	6	5.33
Feb	86	10	8.60	38	6.5	5.85	40	6	6.67
Mar			#DIV/0!			#DIV/0!			#DIV/0!
Apr			#DIV/0!			#DIV/0!			#DIV/0!
May			#DIV/0!			#DIV/0!			#DIV/0!
Jun			#DIV/0!			#DIV/0!			#DIV/0!
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	163	19	8.58	107	16.5	6.48	72	12	6.00

Mesa Clinic

2026	EW pt	EW days	EW ave	BH pt	BH days	BH ave	DB pt	DB days	DB ave
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Jan	10	1	10.00	10	1	10.00	49	10.00	4.90
Feb	8	1	8.00	3	0.5	6.00	58	10.00	5.80
Mar			#DIV/0!			#DIV/0!			#DIV/0!
Apr			#DIV/0!			#DIV/0!			#DIV/0!
May			#DIV/0!			#DIV/0!			#DIV/0!
Jun			#DIV/0!			#DIV/0!			#DIV/0!
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	18	2	9.00	13	1.5	8.67	107	20.00	5.35

	Mon	Tues	Wed	Thur	Fri	
January	13.00	13.00	12.75	14.00	7.20	<div style="display: inline-block; width: 20px; height: 10px; background-color: yellow; margin-right: 5px;"></div> 2 clinics/2 providers <div style="display: inline-block; width: 20px; height: 10px; background-color: lightblue; margin-right: 5px;"></div> 1 clinic/2 providers <div style="display: inline-block; width: 20px; height: 10px; background-color: yellow; margin-right: 5px;"></div> 1 clinic/ 1 provider
February	14.00	11.75	9.75	14.00	8.50	
March						
April						
May						
June						
July						
August						
Sept						
Oct						
Nov						
Dec						
Ave	13.50	12.38	11.25	14.00	7.85	

- Provider Report – Nothing reported.
- District Administrator Report
 - Time Capsule – There was discussion of the time capsule that was buried in 1976 with the dedication of the building (Building B). Next month there will be discussion of what we may want to do since it will be 50 years.
 - Staff Recognition – There was discussion of what to do for the Employee of the Quarter. The board will bring ideas for anniversaries to the next meeting.
 - **Motion 4:** Mike Simons motioned that the Board of Directors approves the Employee of the Quarter receiving a certificate and a visa gift card. Others nominated will receive a certificate of appreciation. Don Mease seconded. Motion carried unanimously.
 - Spirometer – Staff are researching a new spirometer for use at the Collbran Clinic.
 - **Motion 5:** Mike Simons motioned that the Board of Directors approves the purchase of a spirometer not to exceed \$2500. Don Mease seconded. Motion carried unanimously.

8. OLD BUSINESS

- Land Acquisition Committee – The contract has been given to the landowner but no response has been received.
- Succession Committee – Jessi is working with Dr. Talbott on a letter of intent. Dr. Talbott is getting feedback on what she needs in it and Jessi will work with our attorney on it.

9. MARCH EVALUATION / RAISES

- Annual: Bethel, Denton
- 3 Month: None
- **Motion 6:** Mike Simons motioned that the Board of Directors accepts the evaluations of the employees and approves the annual raises applicable. Robert Hassell seconded. Motion carried unanimously.

- **Motion 7:** Mike Simons motioned that the Board of Directors adjourn the meeting at 1822. Marsha Encke seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator