

PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES
Tuesday July 21, 2026

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

MEETING CALLED TO ORDER AT 1714 BY STEVE BRYSON, PRESIDENT.

1. ROLL CALL: All present.
2. MINUTES
June 16, 2026, Regular Meeting
 - **Motion 1:** Mike Simons motioned that the Board of Directors approves the minutes of the June 16, 2026 regular meeting as presented. Marsha Encke seconded. Motion carried unanimously.
3. CLINIC CONSULTANT REPORT
Nothing presented.
4. CONSULTANT CPA REPORT
Financial Report –The budget-to-actual was reviewed and discussed.
 - **Motion 2:** Don Mease motioned that the Board of Directors approves the June transfers, ACH transactions, payroll and checks (#56018-56035) and the contractual adjustments in the amount of \$21,542.13. Marsha Encke seconded. Motion carried unanimously.

There was discussion of maturing investments and how to reinvest them.

 - **Motion 3:** Mike Simons motioned that the Board of Directors put \$240,000 each into a 4-year and a 5-year CD with a minimum of 4.3% rate and \$500,000 into an agency bond (FHLB) with a 2031 maturity and 4.6% minimum rate. Robert Hassell seconded. The motion carried unanimously.
5. ENVIRONMENTAL SERVICES
State Elevator Inspector -The state elevator did a surprise inspection. There were some deficiencies that needed to be corrected immediately and some additional ones to do before the next annual inspection. The maintenance company has completed the fixes and submitted the paperwork to the state.
6. NEW BUSINESS
Nothing presented.
7. CLINIC REPORT
Census

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Total Dr Appt	75	84	66	86	104	112							527
Dr # Days	9.0	10.0	9.0	10.5	10.0	11.0							59.5
Dr Ave/Day	8.56	8.60	8.00	8.67	11.00	10.91	####	####	####	####	####	####	9.34
Dr phone	2	2	6	5	6	8							29
FNP Appt	98	75	96	81	78	87							515
FNP Day	16.0	12.5	15.5	15.5	14.0	13.0							86.5
FNP Ave/Day	6.31	6.24	6.52	5.81	5.93	7.08	####	####	####	####	####	####	6.30
FNP phone	3	3	5	9	5	5							30
MA appt	50	41	52	53	51	65							312
Pharm	0	0	0	0	2	0							2
AH Pharm	0	0	0	1	0	0							1

After Hours	2	0	5	0	3	1							11
Other	0	0	0	0	3	1							4
Paged Calls	16	6	22	12	16	13							85
Clinic New Pt	9	8	7	7	6	14							51
Clinic 1X Pt	0	0	0	0	0	1							1
Recept calls	695	632	771	745	766	813							4422
MA calls	753	705	735	714	884	947							4738
Counter	155	128	145	137	166	184							915
M - Dr Appt	10	8	8	13	10	13							62
M - # Days	1	1	1	1.5	1	1							6.5
M - Ave/ day	10.00	8.00	8.00	9.33	10.00	14.00	####	####	####	####	####	####	9.85
M - DR phone	0	0	0	1	0	1							2
M - FNP appt	59	61	66	64	56	58							364
M - FNP # day	11.0	10.5	12.5	11.0	10.0	8.0							63
M - FNP ave/da	5.36	5.81	5.36	6.09	5.80	7.63	####	####	####	####	####	####	5.92
M - FNP phone	0	0	1	3	2	3							9
M - MA appt	12	17	23	14	24	25							115
M - AH	0	0	0	0	0	0							0
M - Pharm	0	1	0	0	0	0							1
M - Other	0	0	0	0	0	0							0
M - New Pt	3	4	2	2	0	4							15
M - 1 X Pt	0	0	0	0	0	0							0
M - Recept calls	297	259	297	330	279	361							1823
M - MA calls	333	257	326	356	360	394							2026
M - Counter	37	36	44	23	38	35							213

Collbran Clinic

	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	72	9	8.00	75	11	6.82	26	4.5	5.78
Apr	91	10.5	8.67	63	9	7.00	27	6.5	4.15
May	110	10	11.00	55	8	6.88	28	6	4.67
Jun	120	11	10.91	72	9	8.00	20	4	5.00
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	556	59.5	9.34	372	53.5	6.95	173	33	5.24
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Mesa Clinic

2026	EW pt	EW days	EW ave	BH pt	BH days	BH ave	DB pt	DB days	DB ave
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	8	1	8.00	9	1	9.00	58	11.50	5.04
Apr	14	1	14.00	7	1	7.00	60	10.00	6.00
May	10	1	10.00	6	1	6.00	52	9.00	5.78
Jun	14	1	14.00	11	1	11.00	50	7.00	7.14
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	64	6	10.67	46	5.5	8.36	327	57.50	5.69

	Mon	Tues	Wed	Thur	Fri	
January	13.00	13.00	12.75	14.00	7.20	
February	14.00	11.75	9.75	14.00	8.50	2 clinics/2 providers
March	11.80	10.40	11.50	11.75	11.00	1 clinic/2 providers
April	15.00	11.75	11.20	12.60	8.50	1 clinic/ 1 provider
May	16.33	14.25	12.00	13.50	10.60	
June	12.00	15.00	9.60	14.75	10.00	lost provider mid month
July						
August						
Sept						
Oct						
Nov						
Dec						
Ave	13.69	12.69	11.13	13.43	9.30	

- Provider Report – Nothing presented.
- District Administrator Report
 - Time Capsule – There was discussion of what was in the capsule and the plans to do another.
 - Preliminary Budget – The preliminary budget will be presented at the September meeting this year.
 - Staff Recognition – There was discussion, but decisions were tabled for a future meeting.

8. OLD BUSINESS

- Land Acquisition Committee – Jessi responded to the email with the contract to let them know that the Board decided not to accept the contract. There has been no further communication from them.

- Succession Committee – Jessi let Dr. Talbott know about the decision to do a contract. There was discussion of the steps taken to let patients know about the provider who left and steps being taken to find a replacement.

9. JULY EVALUATION / RAISES

- Annual: Satterfield, E., Barr, Clifton, Satterfield S.
- 3 Month: Oldfield
- **Motion 4:** Mike Simons motioned that the Board of Directors accepts the evaluations of the employees and approves the annual raises applicable. Don Mease seconded. Motion carried unanimously.
- **Motion 5:** Mike Simons motioned that the Board of Directors adjourn the meeting at 1913. Robert Hassell seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator