PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES
Tuesday, September 15, 2026

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

MEETING CALLED TO ORDER AT 17:18 BY STEVE BRYSON, PRESIDENT.

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

2. MINUTES
   August 18, Regular Meeting
   - Motion 2: Robert Hassell motioned that the Board of Directors approves the minutes of the August 18, 2026 regular meeting as presented. Marsha Encke seconded. The motion carried unanimously.

3. CLINIC CONSULTANT REPORT
   Nothing reported.

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	75	84	66	86	104	112	84	108					719
Dr # Days	9.0	10.0	9.0	10.5	10.0	11.0	8.0	8.0					75.5
Dr Ave/Day	8.56	8.60	8.00	8.67	11.00	10.91	10.75	13.88	####	####	####	####	9.97
Dr phone	2	2	6	5	6	8	2	3					34
FNP Appt	98	75	96	81	78	87	100	91					706
FNP Day	16.0	12.5	15.5	15.5	14.0	13.0	9.5	9.0					105.0
FNP Ave/Day	6.31	6.24	6.52	5.81	5.93	7.08	10.74	10.56	####	####	####	####	7.07
FNP phone	3	3	5	9	5	5	2	4					36
MA appt	50	41	52	53	51	65	48	53					413
Pharm	0	0	0	0	2	0	0	0					2
AH Pharm	0	0	0	1	0	0	0	0					1
After Hours	2	0	5	0	3	1	4	4					19
Other	0	0	0	0	3	1	0	1					5
Paged Calls	16	6	22	12	16	13	17	21					123
Clinic New Pt	9	8	7	7	6	14	10	18					79
Clinic 1X Pt	0	0	0	0	0	1	0	0					1
Recept calls	695	632	771	745	766	813	869	847					6138
MA calls	753	705	735	714	884	947	921	802					6461
Counter	155	128	145	137	166	184	158	144					1217

M - Dr Appt	10	8	8	13	10	13	21	22					105
M - # Days	1	1	1	1.5	1	1	2	2					10.5
M - Ave/ day	10.00	8.00	8.00	9.33	10.00	14.00	11.00	11.00	####	####	####	####	10.29
M - DR phone	0	0	0	1	0	1	1	0					3
M - FNP appt	59	61	66	64	56	58	26	18					408
M - FNP # day	11.0	10.5	12.5	11.0	10.0	8.0	2.5	2.0					68
M - FNP ave/da	5.36	5.81	5.36	6.09	5.80	7.63	11.20	10.00	####	####	####	####	6.24
M - FNP phone	0	0	1	3	2	3	2	2					13
M - MA appt	12	17	23	14	24	25	8	12					135
M - AH	0	0	0	0	0	0	0	0					0
M - Pharm	0	1	0	0	0	0	0	0					1
M - Other	0	0	0	0	0	0	0	0					0
M - New Pt	3	4	2	2	0	4	1	3					19
M - 1 X Pt	0	0	0	0	0	0	0	0					0
M - Recept calls	297	259	297	330	279	361	187	133					2143
M - MA calls	333	257	326	356	360	394	210	202					2438
M - Counter	37	36	44	23	38	35	32	18					263

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	75	6	12.50	102	9.5	10.74	0	0	#DIV/0!
Aug	111	8	13.88	95	9	10.56	0	0	#DIV/0!
Sep			#DIV/0!			#DIV/0!	0	0	#DIV/0!
Oct			#DIV/0!			#DIV/0!	0	0	#DIV/0!
Nov			#DIV/0!			#DIV/0!	0	0	#DIV/0!
Dec			#DIV/0!			#DIV/0!	0	0	#DIV/0!
Totals	**742**	**73.5**	**10.10**	**569**	**72**	**7.90**	**173**	**33**	**5.24**

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	22	2	11.00	28	2.5	11.20	0	0.00	#DIV/0!

Aug	22	2	11.00	20	2	10.00	0	0.00	#DIV/0!
Sep			#DIV/0!			#DIV/0!	0	0.00	#DIV/0!
Oct			#DIV/0!			#DIV/0!	0	0.00	#DIV/0!
Nov			#DIV/0!			#DIV/0!	0	0.00	#DIV/0!
Dec			#DIV/0!			#DIV/0!	0	0.00	#DIV/0!
Totals	108	10	10.80	94	10	9.40	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
March	11.80	10.40	11.50	11.75	11.00
April	15.00	11.75	11.20	12.60	8.50
May	16.33	14.25	12.00	13.50	10.60
June	12.00	15.00	9.60	14.75	10.00
July	10.50	8.75	10.60	11.11	12.50
August	12.20	12.25	10.75	10.50	13.25
Sept					
Oct					
Nov					
Dec					
Ave	13.10	12.14	11.02	12.78	10.19

2 clinics/2 providers

1 clinic/2 providers

1 clinic/ 1 provider

lost provider mid month

- District Administrator Report
  - X-ray Overreads – an update was given on the progress towards finding a group to over read x-rays.
  - Quickbooks – There has been an ongoing issue with Quickbooks still having an old employee listed as the owner of the software license. Jessi and that previous employee have tried numerous times to get this corrected. They need a formal motion by the Board of Directors to help with the process.
    - Motion 3: Mike Simons motioned that the Board of Directors give Jessica Clark the permission and authority to update the Quickbook license and company file owner and to remove Sharon Hill. Marsh Encke seconded. Motion carried unanimously.

7. OLD BUSINESS
   Succession Committee – There was discussion of the start date for the resident stipend and what action must be taken to start the payments.
   - Motion 4: Mike Simons motioned that the Board of Directors approves the resident stipend being retroactive to August 1, 2026 but not payable until the proposal is agreed to and signed. Marsha Encke seconded. Motion carried unanimously.

   An update was given on what actions are being taken for the open position and the level of interest in the position.

8. CLINIC REPORT CONTINUED
   - Provider Report – There was discussion of addressing changes to contracts. It will be added to next month's agenda.

9. CONSULTANT CPA REPORT
   Financial Report – The board reviewed the August transactions.

- Motion 5: Mike Simons motioned that the Board of Directors approves the August transfers, ACH transactions, payroll and checks (#56056-56076) and the contractual adjustments in the amount of $22,560.21. Robert Hassell seconded. Motion carried unanimously.

The budget-to-actual was reviewed to give perspective on next year's budget. The board reviewed the account balances and maturing funds.

- Motion 6: Mike Simons motioned that the Board of Directors approve putting $510,000 of the mature funds into an agency bond with at least a 5.15% rate and moving the rest of the funds back to ColoTrust. Robert Hassell seconded. Motion carried unanimously.

The preliminary 2027 budget was presented to the board and discussed it.

10. SEPTEMBER EVALUATION / RAISES
    - Annual: None
    - 3 Month: None

- Motion 7: Mike Simons motioned that the Board of Directors adjourn the meeting at 18:22. Marsha Encke seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator