

**PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES**

Tuesday, December 19, 2023

Attendance: Board: Steve Bryson, Don Mease, Robert Hassell & John Polhemus.  
Staff & Consultants: Shannon Currier & Jessi Clark.

MEETING CALLED TO ORDER AT 1719 BY STEVE BRYSON, PRESIDENT.

1. ROLL CALL – Mike Simons absent.
  - **Motion 1:** Robert Hassell motioned that the Board of Directors excuse Mike Simons from the meeting. Don Mease seconded. Motion carried unanimously.
  
2. MINUTES  
November 21, 2023, Regular Meeting
  - **Motion 2:** John Polhemus motioned that the Board of Directors approves the minutes of the November 21, 2023 regular meeting as presented. Robert Hassell seconded. Motion carried unanimously.
  
3. CLINIC CONSULTANT REPORT  
Congress is still working on the Medicare decrease for reimbursements in 2024. The fear is the reduction will limit Medicare recipients' access to care so there is additional work being done to prevent it.
  
4. CONSULTANT CPA REPORT  
Financial Report – reports were emailed to board members prior to the meeting. No questions were presented. The newest version of the budget was presented.
  - **Motion 3:** Robert Hassell motioned that the Board of Directors approves the November payroll and accounts payable checks (#55330-55352) and the contractual adjustments in the amount of \$22,016.21. Don Mease seconded. Motion carried unanimously.
  
5. ENVIRONMENTAL SERVICES  
Nothing presented.
  
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	87	94	70	128	128	130	130	101	107	72	95		1142
Dr # Days	10.0	10.0	7.0	11.0	10.0	10.0	12.5	11.5	11.0	10.0	10.5		113.5
Dr Ave/Day	10.30	10.50	11.14	12.18	13.90	13.60	10.96	9.39	9.82	8.00	9.90	####	10.85
Dr phone	16	11	8	6	11	6	7	7	1	8	9		90
FNP Appt	87	69	132	71	112	94	70	142	64	98	106		1045
FNP Day	9.0	9.0	13.5	7.0	10.0	9.0	7.5	27.0	11.5	16.0	13.5		133.0
FNP Ave/Day	10.78	8.33	10.89	11.14	12.10	11.11	9.47	5.48	6.26	7.38	8.37	####	8.57
FNP phone	10	6	15	7	9	6	1	6	8	20	7		95
Lab/Inj	53	46	51	42	49	70	54	71	49	74	45		604
Pharm	3	1	0	2	2	2	3	1	0	1	1		16
AH Pharm	0	0	0	0	0	0	0	0	0	0	0		0
After Hours	2	0	1	0	0	1	0	0	1	3	4		12
Other	2	3	1	2	0	3	2	2	0	2	0		17
Paged Calls	19	16	19	23	13	20	16	21	18	13	30		208
Clinic New Pt	5	5	9	0	2	11	13	11	9	3	3		71

Clinic 1X Pt	0	1	0	0	0	1	0	0	3	1	0		6
M - Dr Appt	15	13	14	10	15	19	9	16	8	12	10		141
M - # Days	1	1	1	1	1	2	0.5	1	4	1	1.5		15
M - Ave/ day	15.00	14.00	14.00	11.00	15.00	10.00	18.00	17.00	2.25	13.00	7.33	####	9.87
M - DR phone	0	1	0	1	0	1	0	1	1	1	1		7
M - FNP appt	9	11	15	16	11	16	5	14	37	65	50		249
M - FNP # day	1.0	1.0	1.5	1.0	1.0	1.0	0.5	2.0	7.5	13.0	10.5		40
M - FNP ave/da	10.00	13.00	11.33	16.00	12.00	16.00	10.00	7.00	4.93	5.38	4.86	####	6.53
M - FNP phone	1	2	2	0	1	0	0	0	0	5	1		12
M - MA appt	9	7	4	2	8	12	2	9	14	19	16		102
M - AH										1			
M - Pharm	0	0	0	1	0	0	0	0	0	0	0		1
M - Other	1	1	0	1	0	0	0	0	0	0	0		3
M - New Pt	2	0	2	0	0	1	0	2	2	0	0		9
M - 1 X Pt	0	0	0	0	0	0	0	0	0	0	0		0

Collbran Clinic

2023	EW pt	EW days	EW ave	BH pt	BH days	BH ave	DB pt	DB days	DB ave	loc pt	loc days	loc ave
Jan	103	10	10.30	97	9	10.78			#DIV/0!			#DIV/0!
Feb	105	10	10.50	75	9	8.33			#DIV/0!			#DIV/0!
Mar	78	7	11.14	147	13.5	10.89			#DIV/0!			#DIV/0!
Apr	95	6.5	14.62	78	7	11.14			#DIV/0!	39	4.5	8.67
May	139	10	13.90	121	10	12.10			#DIV/0!			#DIV/0!
Jun	136	10	13.60	100	9	11.11			#DIV/0!			#DIV/0!
Jul	125	9.5	13.16	67	6.5	10.31	4	1	4.00	12	3	4.00
Aug	105	10	10.50	70	9	7.78	78	18	4.33	3	1.5	2.00
Sep	99	10	9.90	52	7	7.43	17	4.5	3.78	9	1	9.00
Oct	72	7	10.29	88	10	8.80	30	6	5.00	8	3	2.67
Nov	104	10.5	9.90	74	7	10.57	39	6.5	6.00			#DIV/0!
Dec			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!
<b>Totals</b>	<b>1,161</b>	<b>100.5</b>	<b>11.55</b>	<b>969</b>	<b>97</b>	<b>9.99</b>	<b>168</b>	<b>36</b>	<b>4.67</b>	<b>71</b>	<b>13</b>	<b>5.46</b>

Mesa Clinic

2023	EW pt	EW days	EW ave	BH pt	BH days	BH ave	DB pt	DB days	DB ave	loc pt	loc days	loc ave
Jan	15	1	15.00	10	1	10.00			#DIV/0!			#DIV/0!
Feb	14	1	14.00	13	1	13.00			#DIV/0!			#DIV/0!
Mar	14	1	14.00	17	1.5	11.33			#DIV/0!			#DIV/0!
Apr	8	0.5	16.00	16	1	16.00			#DIV/0!	3	0.5	6.00
May	15	1	15.00	12	1	12.00			#DIV/0!			#DIV/0!
Jun	20	2	10.00	16	1	16.00			#DIV/0!			#DIV/0!
Jul	9	0.5	18.00	5	0.5	10.00			#DIV/0!			#DIV/0!
Aug	14	1	14.00	11	1	11.00	3	1.00	3.00	2	0.5	4.00
Sep	9	1	9.00	10	1	10.00	27	6.50	4.15			#DIV/0!
Oct	13	1	13.00	8	1	8.00	62	12.00	5.17			#DIV/0!
Nov	11	1.5	7.33	3	0.5	6.00	48	10.00	4.80			#DIV/0!
Dec			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!
<b>Totals</b>	<b>142</b>	<b>11.5</b>	<b>12.35</b>	<b>121</b>	<b>10.5</b>	<b>11.52</b>			#DIV/0!	<b>5</b>	<b>1</b>	<b>6</b>

- Provider Report. – Final approval of the provider contracts was discussed. The only change will be putting them on the same biweekly pay schedule as the rest of the staff and the contractual CPI adjustment.
  - **Motion 4:** John Polhemus motioned that the Board of Directors approves the provider contracts with contractual CPI adjustment and switch to biweekly payments. Robert Hassell seconded. Motion carried unanimously.
- District Administrator Report
  - Special Meeting – there was a reminder of the special meeting 1/9 to do the budget paperwork.
  - Insurance Deductibles – Options for insurance deductibles and changes to pricing were reviewed. They will be reviewed again next year to determine if any changes are wanted.
  - Electronic Bill Pay – There was discussion of whether Jessi could pay regular bills with electronic payments instead of checks given the slowness of the postal service.

- **Motion 5:** Don Mease motioned that the Board of Directors approves Jessi using electronic bill payment for normal recurring bills through the vendor's website. John Polhemus seconded. Motion carried unanimously.
- Phone System – There was discussion of a new phone system that could reduce monthly payments by a significant amount but it is a 60 month commitment. Jessi will check if there is a shorter option.
- Dictation System – A dictation system that is compatible with Athen was discussed.
  - **Motion 6:** John Polhemus motioned that the Board of Directors approves the dictation system cost for the three providers. Robert Hassell seconded. Motion carried unanimously.

8. OLD BUSINESS

- Signage – The company has come here and taken their own measurements. Jessi is working with them on the logo.
- Land Acquisition Committee – The committee presented information from the meeting with Ute Water and school representatives. Don Mease will attend the school board meeting. An alternate option was also discussed in case utilities at the school site are a problem.

9. DECEMBER EVALUATION / RAISES

- Annual: Clark
- 3 Month: None
- **Motion 7:** Robert Hassell motioned that the Board of Directors accepts the evaluation of the employee and approves the annual raise applicable. John Polhemus seconded. Motion carried unanimously.
  
- **Motion 8:** John Polhemus motioned that the Board of Directors adjourn the meeting at 1837. Robert Hassell seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator