## PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES

Tuesday, January 21, 2025

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

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

- 1. ROLL CALL: Don Mease and Mike Simons are absent.
  - Motion 1: Robert Hassell motioned that the Board of Directors excuse both Don Mease and Mike Simons from the meeting. John Polhemus seconded. Motion carried unanimously.
- 2. MINUTES

December 10, 2024, Regular Meeting

- Motion 2: John Polhemus motioned that the Board of Directors approve the minutes of the December 10, 2024 regular meeting with the corrected check numbers. Robert Hassell seconded. Motion carried unanimously.
- CLINIC CONSULTANT REPORT Jessi will have a conversation with the billing office about the amount of accounts receivable from the old Greenway system and whether it is collectable.

## 4. CONSULTANT CPA REPORT

Financial Report – the budget to actual for 2024 was reviewed.

- Motion 3: John Polhemus motioned that the Board of Directors approves the December payroll, ACH transactions and checks (#55683-55713) and the December contractual adjustments in the amount of \$21,203.88. Robert Hassell seconded. Motion carried unanimously.
- 5. ENVIRONMENTAL SERVICES Nothing presented.
- 6. NEW BUSINESS Nothing presented.
- 7. CLINIC REPORT
- Census

	Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Total Dr Appt	88	52	86	50	85	86	85	91	90	67	65	84	929
Dr # Days	10.0	6.0	9.0	6.5	10.5	9.0	9.0	9.0	9.0	5.0	7.0	12.0	102
Dr Ave/Day	9.70	10.33	10.56	9.08	9.14	10.67	10.78	10.78	10.67	14.40	10.29	7.42	10.08
Dr phone	9	10	9	9	11	10	12	6	6	5	7	5	99
FNP Appt	107	115	96	104	95	110	123	115	99	130	79	59	1232
FNP Day	17.0	18.0	16.0	17.5	15.0	13.5	16.5	17.0	15.0	21.0	12.5	12.0	191.0
FNP Ave/Day	7.82	7.39	7.06	7.49	7.13	9.41	8.18	7.94	7.60	7.14	7.04	5.58	7.50
FNP phone	26	18	17	27	12	17	12	20	15	20	9	8	201
Lab/Inj	62	53	54	58	39	55	60	53	58	65	48	43	648
Pharm	0	0	0	0	0	0	0	1	0	1	0	4	6
AH Pharm	0	0	0	0	0	0	0	0	0	0	0	0	0
After Hours	3	1	0	0	0	0	0	0	1	1	3	2	11
Other	1	1	0	0	1	0	0	2	5	0	0	0	10
Paged Calls	17	10	20	15	25	25	14	15	28	10	10		189

Clinic New P	t 2	4	0 4	1	4	6	13	3	10	7	3	7	63	
Clinic 1X Pt	0		0 0		0	1	0	0	2	0	1	0	4	
Recept calls							718	763	661	827	686	762	4417	
MA calls							558	522	425	507	514	481	3007	
Counter							274	211	158	190	155	140	1128	
M - Dr Appt	7	13	13 4	1	13	10	11	5	10	10	7	5	108	
M - # Days	1	1	1 0	).5	1.5	1	1	1.5	1	1	0.5	1	12	
M - Ave/ day	7.00	14.00	13.00 8	3.00	8.67	10.00	12.00	3.33	11.00	11.00	14.00	5.00	9.33	
M - DR phon	ne O	1	0 0	)	0	0	1	0	1	1	0	0	4	
M - FNP app	t 67	68	50 8	36	54	61	77	88	70	56	51	60	788	
M - FNP # da	ay 12.0	11.0	10.5 1	13.5	10.0	8.5	11.0	11.5	11.0	11.0	8.5	12.5	131	
M - FNP ave	/da 5.83	6.45	5.33 6	5.74	6.10	7.88	7.91	7.91	6.91	5.91	7.41	5.36	6.60	
M - FNP pho	ne 3	3	6 5	5	7	6	10	3	6	9	12	7	77	
M - MA appt	18	20	19 1	13	15	20	28	23	26	32	13	17	244	
M - AH	0	0	0 0	)	0	0	0	0	0	0	0	0	0	
M - Pharm	0	0	0 0	)	0	0	0	0	0	0	0	0	0	
M - Other	0	0	0 0	)	0	0	0	0	0	0	0	0	0	
M - New Pt	4	0	27	7	2	1	3	5	2	2	4	3	35	
M - 1 X Pt	0	0	0 0	)	0	0	0	1	0	0	1	0	2	
M - Recept c	alls						314	351	365	378	276	277	1961	
M - MA calls	i						260	223	214	279	204	350	1530	
									. –	. –				
M - Counter							68	51	45	45	32	45	286	
Collbran	n Clinic			Ĩ				51	45	45			286	
Collbran 2024	EW pt	EW days			BH pt		BH days	BH a	ive	DB pt	DB c	lays	DB ave	
Collbran <b>2024</b> Jan	EW pt 97	10	) ç	9.70	BH pt	86	BH days 10	BH a	ive 8.60	DB pt 40	DB c	lays 7	DB ave 5.71	
Collbran <b>2024</b> Jan Feb	EW pt 97 62	10 6	) ç 5 10	9.70 0.33	BH pt	86 84	<b>BH days</b> 10 10.5	BH a	ve 8.60 8.00	<b>DB pt</b> 40 49	DB c	<b>lays</b> 7 7.5	DB ave 5.71 6.53	
Collbran <b>2024</b> Jan Feb Mar	EW pt 97 62 95	10 6 9	) 9 5 10 9 10	9.70 0.33 0.56	BH pt	86 84 75	<b>BH days</b> 10 10.5 10	BH a	8.60 8.00 7.50	DB pt 40 49 38	DB c	lays 7 7.5 6	DB ave 5.71 6.53 6.33	
Collbran <b>2024</b> Jan Feb Mar Apr	EW pt 97 62 95 59	10 6 6.5	) 9 5 10 9 10 5 9	9.70 0.33 0.56 9.08	BH pt	86 84 75 88	<b>BH days</b> 10 10.5 10 12	BH a	8.60 8.00 7.50 7.33	DB pt 40 49 38 38	DB c	lays 7 7.5 6 5.5	DB ave 5.71 6.53 6.33 6.91	
Collbran 2024 Jan Feb Mar Apr May	EW pt 97 62 95 59 96	10 6 9 6.5 10.5	) 9 5 10 9 10 5 9 5 9	9.70 0.33 0.56 9.08 9.14	BH pt	86 84 75 88 62	BH days 10 10.5 10 12 7.5	BH a	8.60 8.00 7.50 7.33 8.27	DB pt 40 49 38 38 45	DB c	lays 7 7.5 6 5.5 7.5	DB ave 5.71 6.53 6.33 6.91 6.00	
Collbran <b>2024</b> Jan Feb Mar Apr May Jun	EW pt 97 62 95 59 96 96	10 6 6.5 10.5 9	) 9 5 10 7 10 5 9 5 9 7 10	9.70 0.33 0.56 9.08 9.14 0.67	BH pt	86 84 75 88 62 87	BH days 10 10.5 10 12 7.5 9	BH a	ve 8.60 8.00 7.50 7.33 8.27 9.67	DB pt 40 49 38 38 45 40	DB c	lays 7 7.5 6 5.5 7.5 4.5	DB ave 5.71 6.53 6.33 6.91 6.00 8.89	
Collbran 2024 Jan Feb Mar Apr May Jun Jun	EW pt 97 62 95 59 96 96 97	10 6 6.5 10.5 9	) 9 5 10 5 9 5 9 5 9 7 10 7 10	9.70 0.33 0.56 9.08 9.14 0.67 0.78	BH pt	86 84 75 88 62 87 77	BH days 10 10.5 10 12 7.5 9 9.5	BH a	ve 8.60 8.00 7.50 7.33 8.27 9.67 8.11	DB pt 40 49 38 38 45 40 58	DB c	lays 7.5 6 5.5 7.5 4.5 7	DB ave 5.71 6.53 6.33 6.91 6.00 8.89 8.29	
Collbran 2024 Jan Feb Mar Apr May Jun Jun Jul Aug	EW pt 97 62 95 59 96 96 97 97	10 6.5 10.5 9 9 9 9	9 9   5 10   9 10   5 9   5 9   6 10   7 9   10 10   9 10   9 10   9 10	9.70 0.33 0.56 9.08 9.14 0.67 0.78 0.78	BH pt	86 84 75 88 62 87 77 98	BH days 10 10.5 10 12 7.5 9 9.5 10.5	BH a	ve 8.60 8.00 7.50 7.33 8.27 9.67 8.11 9.33	DB pt 40 49 38 38 45 40 58 34	DB c	lays 7.5 6.5 7.5 4.5 7 6.5	DB ave 5.71 6.53 6.33 6.91 6.00 8.89 8.29 5.23	
Collbran 2024 Jan Feb Mar Apr May Jun Jun Jul Aug Sep	EW pt 97 62 95 59 96 96 97 97 97	10 6.5 10.5 9 9 9 9	y y   5 10   5 9   5 9   6 10   7 9   7 10   9 10   9 10   9 10   9 10   9 10   9 10   9 10	9.70 0.33 0.56 9.08 9.14 0.67 0.78 0.78 0.67	BH pt	86 84 75 88 62 87 77 98 78	BH days 10 10.5 10 12 7.5 9 9.5 10.5 9	BH a	ve 8.60 8.00 7.50 7.33 8.27 9.67 8.11 9.33 8.67	DB pt 40 49 38 38 45 40 58 34 34 36	DB c	lays 7.5 6 5.5 7.5 4.5 7 6.5 6	DB ave 5.71 6.53 6.33 6.91 6.00 8.89 8.29 5.23 6.00	
Collbran 2024 Jan Feb Mar Apr May Jun Jun Jul Aug Sep Oct	EW pt 97 62 95 59 96 97 97 97 97	10 6.5 10.5 9 9 9 9 9 9 9	9 9   5 10   6 10   7 10   5 9   5 9   7 10   9 10   9 10   9 10   9 10   9 10   9 10   9 10   9 10   9 10   9 10   9 10   9 10	9.70 0.33 0.56 9.08 9.14 0.67 0.78 0.78 0.78 0.67 4.40	BH pt	86 84 75 88 62 87 77 98 78 93	BH days 10 10.5 10 12 7.5 9 5 9.5 10.5 9 12.5	BH a	ve 8.60 8.00 7.50 7.33 8.27 9.67 8.11 9.33 8.67 7.44	DB pt 40 49 38 45 40 58 34 34 36 57	DB c	lays 7.5 6.5 7.5 4.5 7 6.5 6.5 8.5	DB ave 5.71 6.53 6.33 6.91 6.00 8.89 8.29 5.23 6.00 6.71	
Collbran 2024 Jan Feb Mar Apr May Jun Jun Jul Aug Sep Oct Nov	EW pt 97 62 95 59 96 96 97 97 96 72 72	10 6.5 10.5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	9 9   5 10   6 10   7 10   7 10   7 10   7 10	9.70 0.33 0.56 9.08 9.14 0.67 0.78 0.78 0.78 0.67 4.40 0.29	BH pt	86 84 75 88 62 87 77 98 78 93 62	BH days 10 10.5 10 12 7.5 9 5.5 10.5 9 12.5 9	BH a	ve 8.60 8.00 7.50 7.33 8.27 9.67 8.11 9.33 8.67 7.44 6.89	DB pt 40 49 38 38 45 40 58 34 34 36 57 16	DB c	lays 7.5 6 5.5 7.5 4.5 7 6.5 6.5 8.5 3.5	DB ave 5.71 6.53 6.33 6.91 6.00 8.89 8.29 5.23 6.00 6.71 4.57	
Collbran 2024 Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec	EW pt 97 62 95 59 96 96 97 97 97 96 72 72 89	10 6.5 10.5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	$\begin{array}{cccccccccccccccccccccccccccccccccccc$	9.70 0.33 0.56 9.08 9.14 0.67 0.78 0.78 0.67 4.40 0.29 7.42		86 84 75 88 62 87 77 98 78 93 62 45	BH days 10 10.5 10 12 7.5 9 5 10.5 9 12.5 9 7	BH a	ve 8.60 8.00 7.50 7.33 8.27 9.67 8.11 9.33 8.67 7.44 6.89 6.43	DB pt 40 49 38 38 45 40 58 34 34 36 57 16 22	DBc	lays 7.5 6.5 7.5 4.5 7 6.5 6.5 8.5 3.5 5	DB ave 5.71 6.53 6.33 6.91 6.00 8.89 8.29 5.23 6.00 6.71 4.57 4.40	
Collbran 2024 Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec <b>Totals</b> Mesa Cl	EW pt 97 62 95 59 96 96 97 97 97 96 72 72 89 89 1,028	10 6.5 10.5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	$\begin{array}{cccccccccccccccccccccccccccccccccccc$	9.70 0.33 0.56 9.08 9.14 0.67 0.78 0.78 0.67 4.40 0.29 7.42 0.08		86 84 75 88 62 87 77 98 78 93 62 45 935	BH days 10 10.5 10 12 7.5 9 9.5 10.5 9 12.5 9 7 116.5	BH a	we     8.60     8.00     7.50     7.33     8.27     9.67     8.11     9.33     8.67     7.44     6.89     6.43     8.03	DB pt 40 49 38 38 45 40 58 34 34 36 57 16	DBc	lays 7 5.5 5.5 7.5 4.5 7 6.5 6 8.5 3.5 5 74.5	DB ave 5.71 6.53 6.33 6.91 6.00 8.89 8.29 5.23 6.00 6.71 4.57 4.40 <b>6.35</b>	
Collbran 2024 Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec Totals Mesa Cl 2024	EW pt 97 62 95 59 96 96 97 97 97 97 96 72 89 89 <b>1,028</b> linic EW pt	10 6.5 10.5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	) 9 5 10 7 10 5 9 5 9 5 9 7 10 9 10	9.70 0.33 0.56 9.08 9.14 0.67 0.78 0.78 0.78 0.67 4.40 0.29 7.42 0.08		86 84 75 88 62 87 77 98 78 93 62 45 935	BH days 10 10.5 10 12 7.5 9 9.5 10.5 9 12.5 9 7 116.5 BH days	BH a	ve     8.60     8.00     7.50     7.33     8.27     9.67     8.11     9.33     8.67     7.44     6.89     6.43     8.03	DB pt 40 49 38 38 45 40 58 34 34 36 57 16 22	DBc	lays 7.5 6.5 7.5 4.5 7 6.5 6.5 8.5 3.5 5 74.5 t	DB ave 5.71 6.53 6.33 6.91 6.00 8.89 8.29 5.23 6.00 6.71 4.57 4.40 <b>6.35</b>	DB ave
Collbran 2024 Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec Totals Mesa Cl 2024 Jan	EW pt 97 62 95 59 96 96 97 97 97 97 96 72 89 1,028 linic EW pt 7	10 6.5 10.5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	$\begin{array}{c} 9 \\ 9 \\ 7 \\ 9 \\ 7 \\ 7 \\ 9 \\ 7 \\ 9 \\ 10 \\ 9 \\ 10 \\ 9 \\ 10 \\ 10 \\ 10 \\ $	9.70 0.33 0.56 9.08 9.14 0.67 0.78 0.78 0.67 4.40 0.29 7.42 0.08 ve 7.00		86 84 75 88 62 87 77 98 78 93 62 45 <b>935</b>	BH days 10 10.5 10 12 7.5 9 9.5 10.5 9 12.5 9 7 116.5 BH days 1	BH a	ve 8.60 8.00 7.50 7.33 8.27 9.67 8.11 9.33 8.67 7.44 6.89 6.43 8.03 ve 6.00	DB pt 40 49 38 38 45 40 58 34 34 36 57 16 22	DBc	lays 7 7.5 6 5.5 7.5 4.5 7 6.5 6 8.5 3.5 5 74.5 74.5	DB ave 5.71 6.53 6.33 6.91 6.00 8.89 8.29 5.23 6.00 6.71 4.57 4.40 6.35 DB days 11.00	5.82
Collbran 2024 Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec Totals Mesa Cl 2024 Jan Feb	EW pt 97 62 95 59 96 96 97 97 97 96 72 89 1,028 linic EW pt 7 14	10 6.5 10.5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	$\begin{array}{c} 0 & 0 \\ 0 & 10 \\ 0 & 10 \\ 0 & 10 \\ 0 & 0 \\ 0 & 10 $	9.70 0.33 0.56 9.08 9.14 0.67 0.78 0.78 0.67 4.40 0.29 7.42 0.08 ve 7.00 4.00		86 84 75 88 62 87 77 98 78 93 62 45 <b>935</b> 6 10	BH days 10 10.5 10 12 7.5 9 9.5 10.5 9 12.5 9 7 116.5 BH days 1 .5	BH a	ve     8.60     8.00     7.50     7.33     8.27     9.67     8.11     9.33     8.67     7.44     6.89     6.43     8.03     ve     6.00     6.67	DB pt 40 49 38 38 45 40 58 34 34 36 57 16 22	DBc	lays 7 5.5 7.5 4.5 7 6.5 6 8.5 3.5 5 74.5 t 4 4 6 4 6 1	DB ave 5.71 6.53 6.33 6.91 6.00 8.89 8.29 5.23 6.00 6.71 4.57 4.40 6.35 DB days 11.00 9.50	5.82 6.42
Collbran 2024 Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec Totals Mesa Cl 2024 Jan	EW pt 97 62 95 59 96 96 97 97 97 97 96 72 89 1,028 linic EW pt 7	10 6.5 10.5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	) 9 5 10 7 10 5 9 5 9 5 9 7 10 7 10 7 10 7 10 7 10 7 10 7 10 7 10	9.70 0.33 0.56 9.08 9.14 0.67 0.78 0.78 0.67 4.40 0.29 7.42 0.08 ve 7.00		86 84 75 88 62 87 77 98 78 93 62 45 <b>935</b>	BH days 10 10.5 10 12 7.5 9 9.5 10.5 9 12.5 9 7 116.5 BH days 1	BH a	ve 8.60 8.00 7.50 7.33 8.27 9.67 8.11 9.33 8.67 7.44 6.89 6.43 8.03 ve 6.00	DB pt 40 49 38 38 45 40 58 34 34 36 57 16 22	DBc	lays 7 7.5 6 5.5 7.5 4.5 7 6.5 6 8.5 3.5 5 74.5 74.5	DB ave 5.71 6.53 6.33 6.91 6.00 8.89 8.29 5.23 6.00 6.71 4.57 4.40 6.35 DB days 11.00	5.82

May	13	1.5	8.67	4	0.5	8.00	57	9.50	6.00
Jun	10	1	10.00	11	1	11.00	56	7.50	7.47
Jul	11	1	11.00	4	0.5	8.00	83	10.50	7.90
Aug	5	1.5	3.33	9	1	9.00	81	10.50	7.71
Sep	11	1	11.00	8	1	8.00	68	10.00	6.80
Oct	11	1	11.00	9	1.5	6.00	56	9.50	5.89
Nov	7	0.5	14.00	8	1	8.00	55	7.50	7.33
Dec	5	1	5.00	8	1	8.00	59	11.50	5.13
Totals	111	12	9.25	94	12	7.83	777	120.00	6.48

	Mon	Tues	Wed	Thur	Fri	
July	17.40	13.40	15.80	14.67	11.25	2 clinics/2 providers
August	14.40	18.00	14.25	14.40	11.00	1 clinic/2 providers
Sept	12.20	14.50	14.00	18.75	10.75	1 clinic/ 1 provider
Oct	8.25	11.40	17.20	12.80	9.00	
Nov	14.75	12.00	10.80	16.33	11.75	
Dec	15.60	9.78	13.33	9.50	8.25	

• Provider Report – Nothing presented.

- District Administrator Report
  - o Annual board posting information There was discussion of where to post the agenda.
    - Motion 4: John Polhemus 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 posting place. Robert Hassell seconded. Motion carried unanimously.
  - Election There are three positions up for re-election. A Designated Election Official (DEO) needs to be appointed.
    - Motion 5: Robert Hassell motioned that the Board of Directors approves the resolution naming Jessi Clark as the DEO. John Polhemus seconded. Motion carried unanimously.
  - Retirement Plan The annual meeting with CRA occurred this month. They offered to meet with the Board to discuss matching contributions if the Board wanted to. It was decided that they did not want to match at this time.
  - District Administrator reviews Several samples of review paperwork were handed out for the next review. There was discussion that an annual raise was not discussed last month.
    - Motion 6: John Polhemus motioned that the Board of Directors use the CPI for the raise and make it retroactive to January 1, 2025. Robert Hassell seconded. Motion carried unanimously.

## 8. OLD BUSINESS

- Land Acquisition Committee Two board members and Jessi met with the person at FCI that was the super for the Collbran Clinic. He gave information to help give us the ability to start to budget for a new clinic in Mesa. The information will also give us the ability to submit a request for proposals when the time comes.
- X-ray Upgrade We will probably need to get a separate, temporary internet service for the x-ray. The IT group is looking into the most cost-effective option.
- Signage Most of the signs have been installed. It is not known when the remainder are scheduled for.
- 9. JANUARY EVALUATION / RAISES
  - Annual: None
  - 3 Month: None

• Motion 7: John Polhemus motioned that the Board of Directors adjourn the meeting at 1804. Robert Hassell seconded. Motion carried unanimously.

Respectfully submitted,

Jessi Clark, District Administrator