

LAKE FORK HEALTH SERVICE DISTRICT BOARD OF DIRECTORS-SPECIAL MEETING

Today's Date is Friday, March 9, 2018.

I. The special meeting of the Lake Fork Health Service District was called to order by Janel Warren at 9:04am.

The meeting was held in the Moseley Health Care Complex.

II. Roll Call: In attendance were board members: Mike Schell, Janel Warren, Becky Campbell and Jerry Johnson. Jess Whiddon, Grant Houston, Sherry Huisman, Bob Downs, and Dr. Carr (by phone) were also present.

Mike Schell is the recording secretary.

Board of Directors:

President: Vacant, Janel Warren, Acting President

Vice-President: Janel Warren

Secretary: Mike Schell

Treasurer: Becky Campbell

Board Member: Jerry Johnson

III. Workshop

- Discuss cost of living increase; normally goes into effect March- was included in the budget- Discussion indicates that cost of living increases may not be issued in 2018. Discussion also indicates that merit increases should be considered for 2018 at the time of annual anniversary employee evaluations. A workshop on budget will be held on Tuesday, 03/13 to further discuss the budget and availability of funds in considering these increases.
- Discuss time clock- Jessica is working with timesheets.com to learn the system. Time clock information will be presented to the staff and we will begin using the system by April 8.
- Discuss human resources management- Dr. Carr comments that Jessica and Bob's job descriptions already cover human resources management and she would like for things to continue this way. A new version of the organizational chart is also reviewed and will be approved at the 03/19 regular board meeting.
- Discuss Dr. Carr's contract- Janel is working with the attorney on this.
- Discuss on call/on site- Response to calls by providers and staff should be within 30 minutes unless prior arrangement is made.

- Discuss language of hiring information in delegation of authorities –
#4 in delegation of authorities add:
Subject: Determine staffing needs of clinic
Delegation: Personnel Committee
Monetary Limits: Yes
Can be re-delegated: No
Subject: Choose, remove, or suspend employees/agents
Delegation: Medical/Dental Director
Monetary Limits: No
Can be re-delegated: No
- Checking and savings account signers for Community Banks Accounts:
Remove Shawn Shidler
Signers will be: Gerald Johnson, Michael Schell, Dr. Gina Carr, Janel Warren,
and Rebecca Campbell
- Discuss facility access policy in regards to Public Health access– Will review
contract at the 03/19 regular board meeting to see if there is any language
regarding liability of public health.
- Discuss PRN ultrasound– It is discovered that past billings have not always
covered the cost paid for ultrasound services. Personnel committee, Bob
Downs, and Jessica Whiddon will meet on Wednesday, 03/14 to discuss ways
that we may meet the current need for the service while covering costs
appropriately. A contract with Colorado Imaging Associates is available for
reading of the ultrasounds by certified radiologists at \$40.00 per ultrasound.
They can also read our x-rays at \$12.00 per x-ray should that service be
needed in the future. Bob Downs, Sherry Huisman, and Dr. Gina Carr are
interested in taking ultrasound courses which would enable them to be able to
provide this service as needed. They will continue to explore course options.
- Any other items

IV. Consider motion for executive session per C.R.S. 24-6-402(4)(e) Determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators:

Motion: To go into executive session:

Motion: Janel Warren

Second: Becky Campbell

Vote: All vote yes

Motion Carries

Back into regular session 11:46

Discuss budget items and personnel items.

Adjourn

Meeting is adjourned at 12:09pm Next meeting will be **Tuesday, March 13, 2018** at approximately 12:00pm. in the Zeller Wellness & Education Center in the Mosley Health Care Complex.

(President)

Date

(Secretary)

Date

Back into regular session 11:46

Discuss budget items and personnel items.

Adjourn

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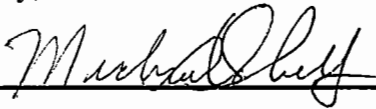
(President)



Date

3-19-18

(Secretary)



Date

3-19-18
