

LAKE FORK HEALTH SERVICE DISTRICT BOARD OF DIRECTORS-REGULAR MEETING

Today's Date is Monday, September 18, 2017.

I. The regular monthly meeting of the Lake Fork Health Service District was called to order by Shawna Shidler at 8:02am.

The meeting was held in the Moseley Health Care Complex.

II. Roll Call: In attendance were board members: Mike Schell, Janel Warren, Shawna Shidler, Jerry Johnson, and Becky Campbell. Grant Houston, Cindy Dozier, Nancy Zeller, Joyce Stapleton, Danielle Worthen, Rick Hernandez, Annette Anthony, and Lori Lawrence were also present.

Jessica Whiddon is the recording secretary.

Board of Directors:

President: Shawna Shidler

Vice-President: Janel Warren

Secretary: Mike Schell

Treasurer: Becky Campbell

Board Member: Jerry Johnson.

III. Workshop

- Discuss holiday pay for employees- This item was discussed. It was determined that further discussion is needed in regards to proper wording. It is agreed that if an employee was "normally" scheduled to work on a holiday and was also called in, then that person will receive double pay.
- Discuss board committee memberships:
 - Policy- Will review policy and procedures and making sure that P and P's are being followed in compliance with state and federal regulation.
 - Community Relations- Purpose statement to be formulated.
 - Business Development- Contact for providers wanting to utilize space at the medical center such as physical therapy. Purpose statement to be formulated.
 - Personnel- Purpose statement to be formulated.

Add all current committee's to bylaws as well as the following statement "and any other committees as assigned by board".

Consider adding community advisory committee that relays information to the board of directors? Committee would be asked to encourage community participation with the medical center. (Add to next agenda)

- Jessica disengaged public comments on the Facebook page.
- Shawna Shidler would like for the board to contact Dr. Griggs regarding space rental sometime in the future.

- Add more detail to board meeting minutes per Becky Campbell.
- Discuss contract labor for billing follow up- Will need job description. (Add to next agenda for approval with details) Consider- contract labor agreement, \$12.00/hr, 6 month evaluation.
- Jessica Whiddon will remind front desk staff to check for current insurance and demographic patient information.
- Discuss service plan status- Originally created when district was formed. Service plan states that \$15,000 per year will be reserved for capital expenses. Plan is in review. To be approved at future board meeting.
- Discuss 2018 budget- patient income, projected staff hours.
Jessica Whiddon states that 3 week payroll months will increase projected employee hours.
Becky Campbell comments that she budgeted less for patient income for 2018. Becky will average adjustments. Tina Wingard will research information on an estimate of percentage of adjustments that are contractual vs write offs.
Tina Wingard comments that after hours and emergency charges are being paid by some insurances.
Medicaid and Medicare revalidation process is complicated. We will be receiving \$1,000 per week from Medicaid until a revalidation/billing error is corrected.
- Update passwords for drop box- Done by Jessica Whiddon.
Building- Jessica Whiddon can issue and delete alarm access. We also have cameras in the building.
- Executive sessions could be moved to the end of the meeting for the benefit of the audience.

IV. REGULAR MEETING: 9:20am

A. Consider motion to move executive session to the end of the meeting:

Motion: To move executive session to end of the meeting.

Motion: Shawna Shidler

Second: Mike Schell

Vote: All vote yes.

B. Consider approval of minutes from prior month's board meeting 08/21/2017, 08/28/2017, 09/11/2017 with request for more information in future meeting minutes:

Motion: Approval of Minutes for the August 21, August 28, and September 11, 2017 board meeting.

Motion: Becky Campbell

Second: Janel Warren

Vote: All vote yes.

Motion Carries

C. Consider approval of revised holiday pay:

Motion: To table approval until next board meeting.

Motion: Shawna Shidler

Second: Mike Schell

Vote: All vote yes.

Motion Tabled

D. Consider assignment of board committee members:

Motion: Approval of committee assignments

- Policy- Shawna Shidler, Janel Warren
- Community Relations- Becky Campbell, Jerry Johnson
- Business Development- Janel Warren, Mike Schell
- Personnel- Shawna Shidler, Becky Campbell

Motion: Shawna Shidler

Second: Janel Warren

Vote: All vote yes.

E. Citizen's comments from the floor: Rick Hernandez commented that Sherry Huisman and Bob Downs have been working 7 days per week and need help. Mike Schell commented that he agrees and that this is being worked on. Becky Campbell states that Dr. Durmon will answer calls when the mid-level providers need assistance. Rick Hernandez comments that both providers need to have a couple days off with no call or patient load. Shawna Shidler agrees and states that the board is working on this. Shawna Shidler comments that it is nice to hear these comments from the community. Joyce Stapleton comments that the clinic could consider closing on Sunday's to help with this issue. Shawna Shidler states that this still would not solve the issue of someone needing to be on call on Sundays. Mike Schell states that when other issues are resolved, then Sunday coverage should fall into place. Nancy Zeller asks if Dr. Durmon is scheduling to see patients. Shawna Shidler states that he is not currently scheduling to see patients. Danielle comments that Dr. Durmon's schedule is to be discussed between Dr. Durmon and the board. Janel Warren and Jerry Johnson plan to visit with Dr. Durmon in regards to scheduling patients. Danielle Worthen comments that the community would love to be able to schedule appointments with Dr. Durmon.

Nancy Zeller asks for an update on compensation for the new medical director. Becky Campbell and the board are still working on this as part of the 2018 budget.

V. REPORTS

A. President

Shawna Reports: None

B. Interim Medical Director

None

C. Dental Director

None

D. Business Manager

Rebecca Campbell thanks Jessica Whiddon for responding to all of the board questions timely.

Total medical patient count through August 2017 is 3,074 vs. 3,101 through August 2016. Down by 27.

Total dental count through August 2017 is 510 vs. 462 through August 2016. Up by 48.

Becky Campbell comments that the DOLA website shows that the county is reducing in population. Mike Schell comments that the patient count is down since Dr. Durmon is not seeing patients.

Rick Hernandez comments that some patients are stating that they are being told by staff that since Dr. Durmon is not seeing patients they can go to Gunnison ER. Jessica Whiddon confirms that staff offers patients to see mid-levels here in Lake City. If the patient is adamant about seeing Dr. Durmon, we do offer the Creede clinic phone number. Shawna Shidler states that when patients need further testing or services that are not able to be provided at the rural health clinic level, then those patients would indeed be referred to GVH so the testing can be performed.

Becky Campbell comments that when comparing patient counts from 2015 to the current year, the numbers are not significantly higher.

1. Financial

Becky Campbell comments that we were using an older budget format. CPA's recommend a chart of accounts budget so they will be working to begin using the new format.

There will be more line items in new budget. Adjustments need a little more work.

Becky will be working on salary details.

2. Business Development

Consider future satellite clinic in Gunnison due to Gunnison Dr's not accepting new patients.

3. Community Relations

Revised advertisement is out to Colorado Rural Health for medical director position.

4. Personnel

Interview will be conducted next week with a sonographer.

5. Policies

Please review.

6. Volunteer Hours

All board members turn in your volunteer hours to Becky.

7. Strategic Work Plan

Will need to set a date.

E. Consider motion to go into executive session per CRS 24-6-402(4) (e). Developing strategies for negotiations.

Motion: To go into executive session.

Motion: Shawna Shidler