

West Custer County Hospital District  
Meeting of the Board of Directors  
November 21, 2017  
Minutes of the Meeting

Attendance: Directors Present: Bob Tobin, Chair  
Ann Evans, Treasurer  
Janny Candelaria, Secretary  
Bob Weisenbach

Directors Absent: Katherine Ripley-Williams Vice-Chair

Staff Present: Delwin Lester  
Theresa Kennedy  
Beth Archuleta

A quorum being present, Mr. Tobin called the meeting to order at 3:00 p.m. All meeting attendees stood and recited the Pledge of Allegiance to the American Flag.

**Opening Comments from the Board**

There were no opening comments.

**Approval of Minutes**

The minutes of the Regular Board meeting on October 26, 2017, were reviewed. One correction was noted.

- *Ms. Evans made motion to approve the Regular Board meeting minutes dated October 26, 2017. Mr. Weisenbach seconded and the motion passed unanimously.*

**EMS Report:**

Run Statistics: Statistics were Oct 2017 52 calls to 34 in 2016. Transports were 15 in Oct 2017 vs 18 in 2016. Total calls YTD is 494 in 2017 vs 437 in 2016, and 223 transports in 2017 vs 205 in 2016. We have responded to 5 calls in the Fremont area this year.

Staffing: Ms. Archuleta reporting – no change in personnel. We have one staff member that has completed the FI process and can now be on their own. EVOC driver training is also being completed by several personnel. Mr. Lewis is our certified EVOC trainer.

Grants: Ms. Archuleta reported Peak Motorcoach has received a VIN number on our new Chassis. The chassis is supposed to be shipped railroad at the end of November, shipping times can vary from 3 day to 3 weeks. It is anticipated that we will be able to put it in service in March/April 2018.

Ms. Archuleta stated the next round of RETAC grant submissions must be submitted in December for 2018 awards and she will be writing a request for a remount on Med 3 and look into getting new 800 radios. Ms. Archuleta reported that we did receive a \$5,000 donation from the Blue Grass Festival. A thank you has been sent and we have earmarked that donation to assist in the 10% match, approximately \$9,200, we needed to supply on the Med 4 chassis remount.

Ms. Archuleta stated new local RETAC board members have been approved. With the current change in County Commissioners it may take a bit longer for those new board members to be officially put in place. Also, the local RETAC board is discussing that we adopt a local EMS Council like Pueblo and

Fremont County has that would enable that Council are able to approve grants and other items and takes that burden off of the Commissioners.

### **Executive Director Report**

Provider-Based Update: Mr. Lester stated that Centura was here last week bringing in another individual they wanted to get familiar with our operation. Draft agreements were presented by Centura but they were very similar to what we had already seen on December 21, 2016 and did not address questions and comments we had previously submitted. Mr. Lester resent last week to Centura the two emails with the questions and comments to the December 2016 draft agreements.

Mr. Tobin continued the discussion regarding the continued plan to bring a Pediatrician up to the clinic. The plan is to bring the Pediatrician up two times per month with the ability to expand if the need exists.

Mr. Tobin also talked about some of the challenges in the agreement presented by Centura. Specifically, Mr. Tobin indicated that the agreement still did not address the need for the Hospital District to have a revenue stream for HD costs. Our thought process is that the Hospital District will need to retain some of the mill levy money outside of what is already restricted for EMS use for ongoing Hospital District expenses such as the physical plant, Tabor requirements, audit costs and administration costs. Centura has requested the Hospital District submit to them what we believe our needs will be. A prior tentative amount given to them was around \$100,000.

Staff Update: Mr. Lester reported we have lost one RN who has accepted a position at St Mary Corwin. We were fortunate to have three wonderful candidates and have already hired a replacement. That new RN has already started and a second RN has been offered and accepted a PRN position with us.

We also received notice from our coder that she will be retiring in the February of 2018. We are thankful for the advance notice we have received and are looking at our options which include our current coder work remotely.

Clinic Operations Data: Mr. Lester reported. Total patient visits to date is 5085 in 2017 vs 5225 in 2016 (down 3%) and on trend for around 6,000 visits for the year. Daily visits were 23 to 22.4 patients per day over the past four weeks. We do and will have several weeks with only one provider because of the holidays.

### **CFO Report/Finance Committee**

Financials: Ms. Kennedy gave the report. Clinic AR still has the \$30,000 variance reported previously and CSC still shows \$51,000 in credits. CSC is working it, but the process seems very slow with no real answers. The clinic average collection rate is at \$166.07. Physical Therapy is at a \$227 encounter rate.

On EMS AR, Ms. Kennedy did secure the outstanding Railroad Medicare runs from the old biller. Those runs have been billed in house and we have received notification of pending payment. We did lose one run for out of timely and one run that is over a year, but was a treat and release. The biller will be turning over all balances at December 31 and we anticipate seeing a lot of write offs as the old biller cleans up those accounts. EMS runs for October was under historical amounts. However, treat and releases have been up and we are now receiving those phone calls as patients discover that there can be a charge to them even if there is no transport. The biggest challenge is the frustration with that as insurances at this time rarely pay for a treat and release and it becomes a liability to the patient.

Collection rates reported were--Clinic is at 48%, PT at 40% and EMS at 31.09%. The reports presented only include settled claims so as the biller catches up on these write-offs, it will and has lowered the rate.

Ms. Kennedy stated that she has pulled out any capital grants and donations and that amount is shown as an additional line added to the bottom of the P&L Split. By pulling out those capital grants and donations, the split will better reflect the operating revenues of the Hospital District. Net Revenue YTD is \$40,929.70 for Clinic and \$51,223.69 for EMS for a total of \$92,153.99 YTD. Ms. Kennedy reminded the board that November is a three-payroll month, so that will reduce this YTD net profit significantly.

2018 Budget: Ms. Kennedy stated that although the 2018 budget has been approved (subject to the final property valuation from the assessors which has been received from Custer County, but Fremont County will not publish until December 1) at the last meeting, the resolutions had not been voted on. Ms. Kennedy presented the 2018 Budget Resolutions:

- Resolution #1; Resolution to Adopt the Budget
  - Resolution #2; Resolution to Set Mill Levies
  - Resolution #3; Resolution to Appropriate Sums of Money
- *Mr. Tobin made motion to approve the 2018 Budget Resolutions #1, #2 and #3 as presented pending final property valuation from Fremont County. Mr. Weisenbach seconded and the motion passed unanimously.*

Ms. Kennedy presented the 2017 estimate to budget which indicated that we anticipate remaining under-budget in expenditures.

### **Grants**

Mr. Lester stated the Spirit Campaign solicitation letter has been drafted and will be going out soon. Ms. Kennedy indicated she has received a \$500 donation under the Enterprise Zone donation platform.

### **IT Committee**

There were no IT issues to report.

### **Advisors to the Board**

There were no Advisors to the Board.

### **Unfinished Business**

The subject returned to the pending agreement with Centura to bring a Pediatrician to the clinic. Mr. Tobin indicated Centura will be drafting a press release once that agreement is reached. Mr. Lester indicated we may have an open house/meet and greet when that happens. It was agreed that census counts for those utilizing that service is not readily available and the service would be adjusted as the needs dictate.

### **New Business**

Mr. Lester reported that there is going to be a Christmas Party on December 9, 2017, from 5-9. Mr. Ashton will be hosting the party at his home.

### **Public Comments**

There were no public comments.

**Executive Session**

There was no executive session.

**Schedule Next Board Meeting**

The next regularly scheduled Board meeting will be held Thursday, December 21, 2017 at 3:00 p.m.

**Adjournment**

- *Mr. Weisenbach made a motion to adjourn the meeting. Ms. Evans seconded, the motion passed unanimously and the meeting was adjourned at 4:15 p.m.*

Respectfully submitted,



Janny Candelaria  
Secretary to the District Board