

West Custer County Hospital District  
Meeting of the Board of Directors  
February 1, 2018  
Minutes of the Meeting

Attendance: Directors Present: Bob Tobin, Chair  
Katherine Ripley-Williams Vice-Chair  
Janny Candelaria, Secretary  
Bob Weisenbach

Directors Absent: Ann Evans, Treasurer

Staff Present: Delwin Lester  
Theresa Kennedy  
Beth Archuleta – Via Phone

Guests Present: Craig Mayle

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 December 21, 2017, were reviewed.

- *Ms. Candelaria made motion to approve the Regular Board meeting minutes dated December 21, 2017. Mr. Wesienbach seconded and the motion passed unanimously.*

**EMS Report:**

Run Statistics: Statistics were Dec 2017 45 calls to 54 in 2016. Transports were 16 in Nov 2017 vs 18 in 2016. Total calls YTD is 586 in 2017 vs 526 in 2016, and 260 transports in 2017 vs 244 in 2016. We are now live in the new ImageTrend Elite software mandated by the state. Change is hard, but Ms. Archuleta likes the program and it will just take time for all to get used to the changes.

Ms. Archuleta attended a Pueblo Homeland Security meeting earlier in the day and found it to be very informative in learning of resources available and plans of other agencies that could assist in time of need. It appeared all surrounding counties are feeling the Gallagher affect and the impact of the minimum wage increase with the lack of funding being the biggest complaint. This lack of funding challenges small communities to be prepared if there were a mass casualty or epidemic situation.

Staffing: EMT Roth reduced his time due to accepting a full-time position with the County. EMT Piasecki-Couch has resigned.

Grants: Ms. Archuleta has submitted the grant to Homeland Security on for the generator. Med 4 is still in Golden until the end of March beginning of April. While in the shop it was discovered that fluid was draining into the engine and continued use would have blown the engine.

2018 State Grants have been submitted for 15 radios and remount of Med 3. It will be reviewed at the local RETAC level on March 15, 2018.

Ms. Archuleta reported that she has been re-elected for the RETAC Board for another year.

## **Executive Director Report**

**Provider-Based Update:** Mr. Lester did receive an email from Centura that they have a meeting scheduled with their legal, but they had not worked on anything. Mr. Tobin said that during the meeting in January, Centura seemed hesitant and uncertain of the financial viability of the agreement. Centura continues to have a challenge with communication internally between their entities. We continue to send and resend to them any data they are requesting, but we are getting no progress. Centura is currently going thru major changes themselves and this may be impacting the process. Mr. Lester indicated that he is looking at other options should this not proceed which include staffing and FQHC and even mill levy support, not only for clinic but for EMS due to the minimum wage impact, Gallagher effect and the ACA which has caused many challenges outside of our control. The board concurred with Mr. Lester's efforts.

**Clinic Operations Data:** Mr. Lester reported that we are seeing a lot of flu and flu-like symptoms, strep and pink eye. Due to this patient visits were up. Total patient visits to date are 356 in 2018 vs 329 in 2017. Daily visits were 28.25 to 16.25 patients per day over the past five weeks.

**Staff Update:** Ms. Candelaria asked if Dr. Dunnam-Smith has been on the schedule. Mr. Lester indicated that we did not get any time in January and she has not indicated we will be given any time in February. Dr. Dunnam-Smith did work a couple of half-days in December.

## **CFO Report/Finance Committee**

**Financials:** Ms. Kennedy gave the report. Preliminary financial statements for December were presented. There are a few outstanding items which include correct allocation of incentive payments posted by CSC, accrue pending RETAC grant funds, book 2017 cost report accrual and do a final review of rate of return rates and adjust YTD financials accordingly.

Ms. Kennedy reviewed bad debt with the board. CSC had not kept up on bad debt for well over two years. They are now caught up. In getting caught up, CSC has processed over \$40,000 in bad debt in 2017 alone. Ms. Kennedy did a three year study and determined that our estimated bad debt increased to 1.28% up from 1%.

Clinic average visit is \$165.70 at YE and our 2018 budget is at \$164. PT ended at \$224 per visit, 2018 budgeted is \$228. Collection rates reported were—Clinic 47.6%, PT 39.7% and EMS 30.36%.

EMS billing is going well and the old biller is supposed to be turning over the books. We have meet with them and they are doing some more cleanup and will send when complete.

We are now doing inventory counts on the Instymed Machine and the Lab. This did pull \$10,000 out of expense into inventory adding to our profits. Preliminary Net Revenue YTD before Capital Grant or Capital Donation Income is \$17,046.69 for Clinic and \$45,270.36 for EMS for a total of \$62,317.05 YTD. With capital grants and donations, YTD earnings are at \$162,723.59.

## **IT Committee**

Mr. Lester reported that CTI has completed the work necessary to free up space that will allow us to complete the Allscripts update. Allscripts was hit by ransomware virus. It hit mostly the section where people do billing and since we don't use their billing we were not affected.

## **Grants**

Mr. Lester stated the Spirit Campaign funds will be awarded February 9, 2018, Cliff Lanes at 1:00 PM. Mr. Lester will attend the ceremony.

### **Advisors to the Board**

There were no Advisors to the Board.

### **Unfinished Business**

There was no unfinished business.

### **New Business**

Mr. Lester handed out board self-nomination forms and asked any board member wishing to re-run to fill out and return those to him. They are due March 2, 2018. Write-ins are due March 5 and all must be submitted to the state by March 12. Mr. Lester indicated that many months ago the board had approved him to be the Election Official. However, we should make that approval official with a resolution. Mr. Tobin presented a resolution to appoint Mr. Lester as the designated Election Official of the West Custer County Hospital District.

- *Ms. Candelaria made motion to designate Mr. Lester the Election Official of the West Custer County Hospital District. Mr. Wesienbach seconded and the motion passed unanimously.*

### **Public Comments**

Mr. Mayle addressed the board to report and unpleasant interaction he had experienced with Mr. Lester and Ms. Urban regarding his bill. Mr. Mayle proceeded to share the timeline of events as they occurred and why he believed he had been treated unprofessionally. Mr. Tobin apologized to Mr. Mayle that he was not satisfied with the way it was handled and asked if the situation with his billing had been resolved. Mr. Mayle indicated that it had but that he wanted to board to be aware of what happened. Mr. Tobin thanked Mr. Mayle for sharing. Ms. Candelaria apologized to Mr. Mayle if at any time he felt he wasn't being heard.

Mr. Tobin asked what the procedure was when a patient calls or stops in with a perceived immediate need, who makes a decision on care. Mr. Lester said it is a case by case basis, but that any calls or walk-in that requests a medical need are given to the charge nurse to triage. If it is not an emergency, the patient is offered the earliest open appointment which could be the next day.

### **Executive Session**

There was no executive session.

### **Schedule Next Board Meeting**

The next regularly scheduled Board meeting will be held Thursday, February 22, 2018 at 3:00 p.m.

### **Adjournment**

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

Respectfully submitted,

  
Janny Candelaria  
Secretary to the District Board