

West Custer County Hospital District
Meeting of the Board of Directors
May 24, 2018
Minutes of the Meeting

Attendance:

Directors Present:	Bob Tobin, Chair Katherine Ripley-Williams Vice-Chair Janny Candelaria, Secretary Bob Weisenbach
Directors Abscent:	Ann Evans, Treasurer
Staff Present:	Theresa Kennedy Beth Archuleta
Guests Present:	Ron Terry, Election DEO Traci Ballard, Wet Mountain Tribune John Young Roland Williams Kelley Camper, Custer County Clerk

A quorum being present, Mr. Tobin called the meeting to order at 3:01 p.m. All meeting attendees stood and recited the Pledge of Allegiance to the American Flag.

Opening Comments from the Board

Ms. Ripley-Williams congratulated the all the incumbents who were successfully re-elected to the Hospital District Board.

Approval of Minutes

The minutes of the Regular Board meeting on April 26, 2018, were reviewed.

- *Mr. Weisenbach made motion to approve the Regular Board meeting minutes dated April 26, 2018. Ms. Ripley-Williams seconded and the motion passed unanimously.*

Election Process Update:

Ron Terry reporting – Mr. Terry congratulated the candidates and thanked the board for allowing him to be the DEO. There were a total of 907 people voting, including absentee and those on polling day. Mr. Terry handed out the official results from the election which will be published in the paper and the document he has submitted to DOLA stating the official results and asked each elected official to confirm their term. Mr. Terry then asked to speak as a private citizen and shared that he felt this was a great opportunity to address some of the issues that had been brought up during the election. Mr. Terry cannot speak on all issues but does believe he can speak on EMS. Mr. Terry suggested the Board extend an olive branch to this community regarding to EMS to work will all sides in the issue and bring some clarity to the EMS situation. One suggestion is to form a committee or task force to look into all areas of EMS could include Fire and other community members. Mr. Weisenbach thanked Mr. Terry for serving as DEO. All board members concurred.

Oaths of Re-Elected Board Members

Ms. Kelley Camper, Custer County Clerk, officially swore in Mr. Tobin, Mr. Weisenbach, and Ms. Candelaria to the office of West Custer County Hospital District Board members. Oath forms were signed by each of those Board members.

EMS Report:

Ms. Archuleta reporting – Ms. Archuleta congratulated the re-elected board members and commented on the good working relationship she has had with all of them over the last four years. Ms. Archuleta also stated she agreed with Mr. Terry to take this opportunity to attempt to fix some of the community’s legitimate concerns.

Staffing: In the last week we lost two more employees, an EMT and Paramedic. Both were PRN and work and live outside of the community and it was becoming difficult for them to travel here. We are down to 6 employees. We have 3 drivers. We do have two individuals who are interested in hiring on, but both are from outside the area with one that would commute from the Springs and one from Pueblo

Ms. Archuleta, Ms. Candelaria and Ms. Lantis are working on putting together the local EMT Basic class. We have 6-10 that have expressed interest in the class. The Pueblo Community College has indicated the cost to run a class thru them with Ms. Archuleta and Ms. Lantis as instructors would be \$1600. Books are about \$130 per student and we are trying to determine the complete cost of the class. Ms. Candelaria and Ms. Archuleta stated the desire was to start the class in June. The challenge is making the class affordable for the community so that we can grow our own. Ms. Archuleta stated there may be RETAC funds and CREATE funds available to support us in putting this class together, but those funds would not be available until July. Discussions continued regarding costs, length of class, class participant eligibility requirements, and staffing challenges. Ms. Archuleta stated that this recent election was hard on some of current staff in which they feel they are doing something great and believe in what they do, but the bashing that came out on Facebook and in the papers did hurt staff. Ms. Archuleta stated it is important to educate locals on what it is really like as it is hard taking runs on people that are your friends and families, especially runs like that have recently been experienced in the past few weeks. Discussion was tabled with instruction for Ms. Archuleta and Ms. Candelaria to meet with Ms. Kennedy and Ms. Drew to finalize costs and make a plan.

Based on Mr. Terry’s comments, Mr. Tobin presented the idea of creating an advisory board such as has been used in the past for the Hospital District, but one that would be dedicated to EMS. After discussion, no clear consensus could be reached and it was decided to table it for a month. Mr. Tobin asked Ms. Archuleta to think about creating a group like this and how it could be beneficial to support EMS.

Executive Director Report

Staff Update: Ms. Kennedy reported in the absence of an Executive Director. With the change in Medical Directors, Ms. Kennedy handed out a spreadsheet she had created on the steps necessary to change out a Medical Director. All required steps have either been completed or are in process. Our new Executive Director, Lisa Drew, will be starting on Tuesday, May 29, 2018. Ms. Kennedy is preparing a suggested first-day schedule to provide some structure to her first day. Ms. Kennedy indicated the Stewart Irving, NP, has put in his notice effective June 1, 2018, to pursue opportunities closer to home and family. This means that starting in June as we will only have one provider on Thursday and Friday. We are reaching out to our PRN providers to cover those as well as have started the search process.

All board agreed that they desired to schedule some time with the Lisa Drew. That date will be determined as her first weeks play out. Ms. Kennedy indicated she believed that Ms. Drew should direct the timing of that and she will inform her of the board’s desire. Ms. Kennedy indicated that if there is a

quorum present, that meeting would then need to be a public meeting and we would need the time to publically publish that. Ms. Ripley-Williams also said we needed to have a public meet and greet as well.

CFO Report/Finance Committee

Financials: Ms. Kennedy gave the report.

This month's financials had a few more challenges. Clinic AR was off from the billers by \$5,200. After review it was determined that the biller had not posted 4/3/18 EFTs. This situation will autocorrect in May 2018. Ms. Kennedy said the checks and balances put in place are helpful as it was discovered that the biller had also double-posted 4/13/18 charges. EMS AR is off between the software and GL, but that is due to a bad debt being rebilled to an insurance company.

Clinic YTD average visit is \$169.96 and PT is \$232.07 per visit. The EMS AR has some extra highlighting to show old biller balances still outstanding. Collection rates reported were—Clinic 47.9%, PT 40.2% and EMS at 30.15%.

Inventory was completed with the biggest variance being in EMS in which there was a lot of cleanup of expired products. Mr. Weisenbach asked Ms. Kennedy to talk about the process of medication disposal in which she did. Clinic net revenue was \$42,906.81, EMS net revenue is \$26,668.33 for total Hospital District YTD April 2018 net revenue of \$69,575.14. May will be a three payroll month which will cause the net revenue to decline. Capital expenditures are \$816.23 for a tens unit for physical therapy and \$109,011.80 for the new ambulance chassis and EMS generator. Grant funds for the generator and chassis have been received and will appear in May on the Capital Grants and Donation line.

Grants

Mr. Tobin asked if we had any other grants that we are waiting to come in. Ms. Archuleta stated we still have a \$2,000 grant out for safety equipment. She will be writing grants for the new RETAC year starting July 1, 2018.

IT Committee

Ms. Kennedy indicated that the Allscripts issue has not been reconciled. She has taken it as far as she can and has handed off the situation to Mr. Weisenbach. Mr. Tobin asked Mr. Weisenbach to determine if there is any way we can utilize the cloud system for our EHR that would allow us more options. Ms. Kennedy indicated that our outside IT support has indicated that the cloud providers that are available to us would not be adequate.

Advisors to the Board

There were no Advisors to the Board.

Unfinished Business

IGA Update: Mr. Tobin summarized to the board his understanding regarding the IGA which is the commissioners have decided they don't have the money for supporting the towers which they own and are asking entities that utilize the towers to pay. For public record we need to know how many agencies are utilizing those towers and how much is each agency pulling down from these towers. And there are public funds in the form of E911 funds that are supposed to be utilized to pay for the towers. This year the Sheriff's office was given those funds. However, future funds should be utilized to pay for the towers as that is the intent of those funds.

Ms. Archuleta stated that last year \$75,000 was received from the E911 surcharges. Ms. Archuleta also stated that she has been in contact with other agencies – Fremont County Dispatch, Pueblo County

Dispatch, Brandon Chambers of MedTrans and Weld County Dispatch. None of those agencies pay or charge for utilities and/or maintenance of the towers. What they do get charged for or what they charge for is "calls for service"--meaning that any agency that has a call for service that is dispatched thru dispatch may be charged a fee. Brandon Chambers, who owns Med-Trans is charged \$1.75 per call for service. Deer Mountain is charged \$18 per call for service and that fee is regulated by their E911 board. Pueblo County does not charge the seven fire departments or the Pueblo County Sheriff's department that they dispatch for, nor does the City of Pueblo charge for dispatch as they use the E911 surcharges to cover those expenses. Weld County (which has almost a \$10 Million budget just for dispatch) takes the E911 surcharge funds and subtracts those funds from their expenses. Since the county themselves accounts for 82% of the dispatch services, the county then contributes 82% of the dispatch expenses. The remaining balance in expenses was then allocated between the other entities that utilize dispatch based on "calls for service" which amounts to \$9.30 per call for service. Ms. Archuleta indicated that the other counties do not charge for the towers and Weld County stated that is because the County Commissioners are regulated by statute to provide the towers for law enforcement. In summary, in those agencies contacted when counties do charge other emergency agencies, it is not for the tower expenses but for the dispatch service only based on a "call for service" and not by clicks.

Ms. Archuleta indicated that the biggest challenge we have in all of this is that there still has not been presented a clear list of what expenses we are being expected to pay and their amounts. All board members were in agreement that it may be appropriate for us to participate in an agreement that is fair and equitable to all agencies utilizing the dispatch system and paid to the appropriate agency, but that the current IGA presented is too broad and vague. It is also not clear what exactly the county is asking for as there has also been suggestion of charges for the use of dispatch over and above the tower charges. Ms. Archuleta expressed again that no agency she talked to contributes to the cost of the towers but only for the use of dispatch services. Mr. Tobin suggested we send legal counsel our findings and ask them to draft an appropriate agreement.

E911 Representative: Ms. Candelaria reminded the board that they needed to appoint an interim member to the E911 advisory board and CES to replace Delwin Lester. The new Executive Director can assume that role when ready in the future.

- *Mr. Weisenbach made a motion to appoint Ms. Candelaria and Ms. Archuleta as interim Hospital District representatives on the E911 Advisory Board and for CES. Ms. Ripley-Williams seconded and the motion passed unanimously.*

New Business

Open Records Request Resolution 2018-3: Ms. Kennedy presented to the board a new Open Records Request policy which had been suggested by legal counsel. The new Open Records Request policy had very minor changes from our previous one. Those changes were an increase in the cost per hour for employee time but lengthened the time the clock started on those employee hours to after the first hour.

- *Mr. Ripley-Williams made motion to approve Resolution 2018-3 Open Records Request Policy as presented. Mr. Weisenbach seconded and the motion passed unanimously.*

Public Comments

Mr. Young shared with the board a situation that had happened to his wife on a medication refill recently which our new PA would not renew and his situation back in February to obtain his CDL physical. Mr. Young stated that he paid for the CDL visit at the time of the visit, but that the provider would not approve it due to a pre-existing medical condition and informed him that he needed to go see a cardiologist. He

was given a 45 day extension while this was done but was required to see another provider at the clinic to get a referral to the cardiologist. The cardiologist indicated that he did not understand why our provider was requiring his services at all as there was nothing wrong. Mr. Young returned to get his CDL after the cardiologist cleared him but was informed by the front desk that the clinic did not receive the information from the cardiologist and that the clinic could not request it but it was up to the patient to get that information. Mr. Young obtained the information, returned for the CDL visit and the provider told him that she was concerned to give him his CDL because he had anger issues. She finally did give the renewal but Mr. Young stated he was required to pay another \$100 to get his renewal. Mr. Young stated that he did not believe he was treated appropriately and that he felt we were requiring extra office visits so that we could bill his insurance. Mr. Young stated he and his wife will be seeking a new provider. Mr. Tobin asked for time to look into it.

Executive Session

There was no executive session.

Schedule Next Board Meeting

The next regularly scheduled Board meeting will be held Thursday, June 28, 2018 at 3:00 p.m.

Adjournment

- *Mr. Ripley-Williams made a motion to adjourn the meeting. Mr. Weisenbach seconded, the motion passed unanimously and the meeting was adjourned at 4:45 p.m.*

Respectfully submitted,



Jahny Candelaria
Secretary to the District Board