

West Custer County Hospital District
Meeting of the Board of Directors
October 25th, 2018 at 3:00 p.m.
Minutes of the Meeting

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

Staff Present: Molly Lantis; Lisa Drew; Theresa Kennedy;
Tracy Pierce

Guests Present: Traci Ballard, Wet Mountain Tribune

A quorum being present, Mr. Tobin called the meeting to order at 3:04 p.m. All meeting attendees stood and recited the Pledge of Allegiance.

Opening Comments from the Board

There were no opening comments from the Board.

Approval of Minutes

The minutes of the Regular Board meeting on September 27th, 2018, were reviewed.

- Bob W. made motion to approve the Regular Board meeting minutes dated September 27, 2018. Bob T. seconded and the motion passed unanimously.

EMS Report

Ms. Lantis reporting -

Staffing: Kyle Alexander's last day is Nov 4th. Suspension for 30 days one employee.

EMT Class: all students are passing. Three students are now drivers. Clinicals will start in December.

Run Statistics: See attached sheet

Grant Updates: Nothing new. High Mountain Bluegrass Festival. 5K donation (Med 3 repair, radios, refrigerator, and patio furniture) RETAC 50/50 grant for radios. Mutual Aid Transport Report: See attached

Executive Director Report

Lisa Drew Reporting:

Clinical Operations Update:

- Colorado RHC Assn.(CRHCA) Healthy Clinic Assessment completed CRHCA will be assisting Lisa with policy and procedures.
- Custer Emergency Services Meeting (CES) will be having active shooter tabletop in November.
- Bryce Kennedy will build steps (currently \$4k estimates)
- Lisa will locate ongoing education for WCCHD Board.
- Rotary membership discussed \$240 per year with lunches built into budget.
- We will be participating in Colorado Health Services Corp & Federal Health Services Corp, which will help to find MD's to serve our area with potential payback of student loans for MD's.—Grants.
- Will put up large banner on Highway 69 stating, Walk in Appointments available to help to increase walk in clinic patient population.

Potential Partnership Update:

-HRRMC Board members met with us, ongoing discussions. Q6 wks meet with HRRMC. Potential Family Practice/OB 2-3 days a week. Talked with Parkview and Valley Wide Health. No response from Centura to date. Lisa and Katherine will be investigating Grants to hire attorney for legal aspect of partnership. Lisa spoke with Dr. Mohr suggested M.D., had ideas for changes which were already implemented.

IT Update:

- Centurylink/CTN dispute continues w/ongoing discussion. Fiber is across the street, we are waiting for bids from CenturyLink for build out bids and monthly charge estimates, including USAC funding.

CFO Report/Finance Committee Report:

Budget: Adoption of budget by 12-8. 4th Thurs of month for board meetings. Last Thursday of the month—verbiage change: Motion to official to “last Thurs of the month” Bob T. made motion, Bob W seconded. Merit based raises. January vs. July. Need to work on salary compression. Based on skill level. Health benefits—discussed. Capital budget—discussed. IT/Srvr—discussed. Public Health--\$1000 month rent. Salary not to be posted publically—Discussed. Bring to Finance committee only. Not publically. Shout out to Theresa for researching insurance programs. 4th quarter 2019 possible merge.

Financial: see handouts. Census is down all round. 645 last yr, this yr 580. Bob didn't load to website. See handout. New collector for EMS. Coming here for meeting. Office in COS> EMS down this month. Behind in billing. Refusal rate is 29%. Treat and release. Tiered system discussing with Beth. \$150. Based rate Tx/release-bill. Out of pocket. The pts call ambulance vs. coming to clinic.

Approach to transport—how you ask the question. Needs to come from Dr. Weber-- EMT/EMS makes the effort to inform pt Healthy cash wise. Inventory being worked on. McKesson efficiency. Bar-code driven. Liability—discussed. PNL split-discussed. No other capital (IT). Fiber optic build up will be capitalized

Ms. Kennedy asked the board to officially approve the change in verbiage on the monthly Board Meeting from it stating the 4th Thursday of every month to the last Thursday of every month. Ms. Drew will submit a new transparency notice to reflect the change.

Ms. Kennedy presented the 2019 Proposed Budget - see attached Proposed Budget Highlights. There were no concerns raised by the board. Ms. Kennedy requested the board to continue reviewing the budget and contact her if they have any concerns. The board will be asked to approve the budget at the November 2019 board meeting.

See attached for the Clinic Operations Report.

On monthly financials, collection rates are 47.81% Clinic, 40.7% PT and 28.52% EMS. EMS is showing a slight decrease due to billing timing and payer mix, but should rebound. Year to Date income before capital grants is \$42,745.89 Clinic, \$51,527.95 EMS, District \$94,273.84. Total YTD District Income after Capital Grants is \$188,261.44. Since this was an end of quarter period, expanded financials to include budget to actual were presented. The Hospital District Continues to be below budget in revenue, but those is offset by also being below budget in expenses.

Ms. Kennedy shared that due to work load she is passing on her EMS billing duties to others. They are also looking at billing policies of EMS especially as they pertain to balance billing, which is the practice of most EMS services but to date Custer County EMS has not done. Ms. Drew also talked about the potential of having a tiered treat and release charge. Ms. Kennedy stated that we should seek legal counsel before implementing a tiered structure.

Grants:

- Katherine is looking into grant cycles for legal funding regarding partnership discussions.
- Suggestion re: Maven Project—providers for under-served areas
- Telehealth—in the future- need fiber first.

Advisors to the Board: None

Unfinished Business: None

New Business:

- EMS with some Rotary challenges, wanted bed-couch to be stored there.
- Leadership Schedules: discussion for Theresa, Lisa & Tracy to work 4-10 hours shifts, rotating every 3 weeks. Board agreed to schedules and will bring feedback to board in several months.
- Open house—Introduction of Lisa Drew & marketing potential, possibly first week in December with food, EMS, and Public Health.
- Spirit campaign discussed
- Lisa will begin a monthly publication for clinic updates for both papers—what's happening & education for community.
- Traci-Public comment: Is it okay to tell the people to come if they do want to see the financials? Per Lisa- yes we already put it in the paper and website. How can Tracy help the clinic as far as getting the word out there to educate the public, i.e treat and release? Monthly articles will be published.

- Lisa will work on making the website more robust, and include leadership, board members and staff on the website.
- Lisa to put on the webpage the Board Members bios and pictures.

Schedule next Board meeting – The last Thursday of the month, November 29, 2018

Adjourn:

Ms. Evans made a motion to adjourn the meeting. Bob W. seconded, the motion passed unanimously and the meeting was adjourned at 4:45

I hereby certify that the above Agenda was posted in the designated locations at least three (3) days prior to said meeting. Colorado State Statute 32-1-903(2) & 24-6-402(2c).

By: Jenny Condalura Date: 12/7/18