

West Custer County Hospital District  
Meeting of the Board of Directors  
April 26, 2017  
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

Guests Present: Ivan Marrs; Clara Epstien, MD

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 March 23, 2017, were reviewed.

- *Ms. Candelaria made motion to approve the Regular Board meeting minutes dated March 23, 2017, as presented. Mr. Weisenbach seconded and the motion passed unanimously.*

**EMS Report**

Run Statistics: Ms. Archuleta gave the report for EMS. EMS Report statistics are down for March but still in line with 2016 and 2015. Statistics were March 2017 29 calls to 44 in 2016. Transports were 14 in March 2017 vs 30 in 2016. Total calls YTD is 128 in 2017 vs 121 in 2016, and 66 transports in 2017 vs 69 in 2016.

Ms. Archuleta indicated that we have been called in once in 2017 into the Fremont County area down Oak Greek Grade. Ms. Archuleta indicated the Fremont AMR does not desire to change anything and plans to continue to request Custer respond at their request. After discussion it was determined that Ms. Archuleta would reach out to Bob Kattnig, Custer County Commissioner, and advise him of the issue to seek support from him in contacting Fremont County. Ms. Archuleta stated EMS is now getting SO support when responding to this area.

Ms. Archuleta sent out Mutual Aid agreements to the seven surrounding areas. She has had limited response and will be following up with each entity. Having mutual aid agreements will assist dispatch in the call-out process on who to call as a backup should Custer EMS be unavailable to respond.

Staffing: Ms. Archuleta reported that we have hired a new full-time paramedic and one part-time EMT. Molly Lantis has completed and passed her paramedic training. Justine Beach has accepted a full-time EMT position. We now have two full-time paramedics and three full-time EMTs and a total of 19 staff on our roster. Extra hours will continue for current staff as these new staff members complete their FI process.

Grants: Ms. Archuleta indicated we have made it thru the second phase of the RETAC grant process for the new chassis and monitors. The third phase is scheduled for mid-May. We were not awarded the grant for the generator submitted thru OEM and Homeland Security. Mr. Lester indicated we could add the generator to our request with the Colorado Health Foundation Grant.

Other: Ms. Archuleta presented 59 SOP's to the board for approval and signature. Those present signed. Ms. Kennedy instructed the board to contact her for a pdf copy should they desire one.

### **Executive Director Report**

CTN Grant Award: We have gotten subsidies in the past for our CAT5 cable that comes into our facility thru CTN. We were awarded a new subsidy totaling \$13,532 to continue that thru June 29, 2019. That equates to \$376 dollars per month. Total cost per month is \$625 but we only have to pay \$249, up from \$218 under the prior subsidy period.

Clinic Operations Data: Mr. Lester reported on the clinical operations data and that we seem to be holding at the 21-23 patient per day number. Total patient visits to date is 1868 in 2017 vs 1884 in 2016 and daily visits were 21.32 to 28.5 patients per day over the past four weeks.

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

Financials: Ms. Kennedy gave the report. UB04 update-biller has audited 2003 of the 2557 claims affected, 78% complete. Of those, \$18,867.60 is due back to secondary insurances and 350 claims need to be appealed. We have 10 claims that Part A has not paid and 70 claims that need to be voided. Summary is the \$30,000 payback estimate seems to be a realistic number and those funds have already been set aside. Biller believes they will be done with the audit by the end of May. Auditors are planning to come in early June.

On EMS AR, Ms. Kennedy reported that from a reporting perspective things are balancing out fine. We have had challenges with the biller such as delay in Medicare billing, delay in Medicaid billing, mistakes in billings within the Medicaid portal, and aging tracking out much farther than it should. In light of all of these things and past occurrences, Delwin and Beth approved bringing EMS billing back in house. Theresa Kennedy and Stephanie Urban will attend training the first week of June.

Collection rates are down a little bit on the Clinic side which was expected. Ms. Kennedy reminded the board the Medicaid has switched to a new processor and has a new name – Health First Colorado. Medicaid processor went from Xerox to HP and now HP is merging with another company and is now called DXC. This has created portal nightmares. All our claims for labs and Xrays are all being denied, any claim with a behavior health diagnosis is being denied, PT claims are paid sporadically and we are being overpaid on the face to face encounters of many patients. Also, patient referrals are difficult to process. We are not alone in this with some facilities having all claims denied and on the verge of closure. We do not expect any response on these problems until into May. Our RCCO is trying to set up meetings with the State to address these issues.

The Hospital District is showing a net profit of \$41,674.98 YTD for the clinic. EMS is showing \$42,827.44 YTD net profit resulting in an overall Net Profit YTD for the District of \$85,502.42. Ms. Weisenbach asked about setting some aside for reserve. Ms. Kennedy indicated that we have been building a reserve, but were able to do that because of the unexpected Meaningful Use received and that EMS had not utilized their budgeted employee benefits. We will not have the meaningful use this year and EMS is nearing its budgeted benefited positions. Additionally, we have to deal with the minimum wage impact which preliminary numbers indicate an additional \$30,000 to \$50,000 on the clinic side and \$80,000 on the EMS side.

### **Grants**

Ms. Ripley-Williams is working on the Colorado Health Foundation Grant. It is due in June. She will prepare the grant and forward it on to Delwin for review. We were not awarded our grant request for a new therapy table from San Isabel Electric.

### **IT Committee**

Mr. Lester reported to the board that we are having email issues. We are not receiving all our emails or they are going into SPAM. We are working with CenturyLink to fix the problem, but please pick up the phone and contact us if we do not answer timely.

Mr. Lester reported that upgrades continue. We had our new firewall, memory and switches installed. We have four new CPUs and monitors that will be installed. Backups are working well. At the last minute Allscripts cancelled the upgrade they had scheduled to do. No date has been set yet by Allscripts to reschedule the mandatory update. There is also a new Meaningful Use (now called MIPS) package that is available in Allscripts. This is a new program by Medicare. We believe RHC's are exempt at this time, but if we do need to implement the program, the Allscripts cost is \$10,000.

Dr. Epstein asked us what our upload and download speeds were. Mr. Lester said he would find out and follow up with Dr. Epstein.

Ms. Kennedy reported to the board that Instymed has reduced their rental fee from \$1250 per month to \$1000. That reduction along with the increase dispensing charge to patients from \$10 to \$12 per prescription should reduce the loss experienced in having that service.

### **Advisors to the Board**

There were no advisors to the board present.

### **Unfinished Business**

There was no unfinished business.

### **New Business**

There was no new business.

### **Public Comments**

Dr. Epstein is hoping to provide services one day per month at our facility and will work with Mr. Lester on that process.

Mr. Lester asked Dr. Epstein if Ms. Evans was working with her in an official capacity. Dr. Epstein indicated she was. Mr. Lester indicated there may be a conflict of interest should the District enter into an agreement with Dr. Epstein because Ms. Evans is a board member. Mr. Tobin reminded the board that Ms. Evans had already informed them of this potential conflict.

Dr. Epstein shared with the board that she has been working with the Colorado Medical Society of Retired Physicians and they are working on a program that will allow retired physicians with COPIC to assist in providing care in rural communities. Dr. Epstein asked the board to consider and report to her what our needs are that could utilize this assistance.

Dr. Epstein shared that currently she is sending her patient referrals to the clinic mainly for physical therapy and lab and wanted the Board to know that her patients have been receiving exceptional care. Dr. Epstein does need physical therapy follow-up on her patients.

### **Executive Session**

- *Mr. Weisenbach motioned and Ms. Candelaria seconded to move into Executive Session under CRS §24-6-402 (4)(a) and CRS §24-6-402(4)(e). Motion passed unanimously.*
- *Mr. Weisenbach motioned and Ms. Riply-Williams seconded leaving Executive Session. Motion passed unanimously*

### **Public Comments - continued**

Mr. Tobin readdressed the issue relative to the potential conflict of Ms. Evans working for Dr. Epstein should a contract with Dr. Epstein be reached with the District. Mr. Tobin will contact Ms. Evans to discuss the issue.

### **Schedule Next Board Meeting**

The next regularly scheduled Board meeting will be held Thursday, May 25, 2017 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 4:50 p.m.*

Respectfully submitted,

A handwritten signature in cursive script that reads "Janny Candelaria".

Janny Candelaria  
Secretary to the District Board