

West Custer County Hospital District  
Meeting of the Board of Directors  
June 22, 2017  
Minutes of the Meeting

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

Directors Absent: Bob Weisenbach

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 May 25, 2017, were reviewed.

- *Ms. Ripley-Williams made motion to approve the Regular Board meeting minutes dated May 25, 2017, as presented. Mr. Tobin seconded and the motion passed unanimously.*

**EMS Report**

Grants: We will hear next week regarding the State RETAC grant for monitors and a new chassis. We have been awarded a \$2000 grant from CESA to assist in purchasing two new Stryker Chairs. Stryker Chairs will cost \$6350. We have also reached out to the County RETAC and they have approved funds to cover the remaining cost for the chairs.

Staffing: Ms. Archuleta reported that we have one new EMT Basic that started today and is in the FI process. We had two personnel apply for the assistant EMS Manager position. It was decided to award it to Molly Lantis and she has accepted.

Run Statistics: Ms. Archuleta gave the report for EMS. Statistics were May 2017 63 calls to 39 in 2016. Transports were 29 in May 2017 vs 18 in 2016. Total calls YTD is 234 in 2017 vs 204 in 2016, and 115 transports in 2017 vs 102 in 2016.

Mutual Aid: Ms. Archuleta is still working on obtaining Mutual Aid agreements – they are slow coming.

## **Executive Director Report**

**Provider-Based Update:** We did have a meeting with Sheri Trahern and Gwyneth Howard from Centura and it went well. There is another meeting scheduled for June 26, 2017, with the Centura Clinic ops people for them to get eyes on our operations. After that, hopefully there will be another meeting in July where we can perhaps talk about potential timelines. Questions were asked if Centura felt there would be any staffing model changes. Mr. Lester indicated that at this time it will remain the same and we are already running bare bones.

**Staffing:** Mr. Lester reported that we recently received resignation notices from both of our RNs, one leaving for family reasons and one is retiring. We were fortunate to already find and hire two replacement RNs who are now in the training process.

**Clinic Operations Data:** Mr. Lester reported. Total patient visits to date is 2754 in 2017 vs 2830 in 2016 and daily visits were 27.6 to 15 patients per day over the past four weeks. Mr. Lester indicated that we were down providers due to an NP being away. EMS has seen an uptick of walk-ins over the weekend when the clinic is not open. Many times they recommend they make an appointment at the clinic on Monday, especially if they would need a service such as Xray. For Xray we average about 36 Xrays per month. We have Xray two days per week on Monday and Thursday. Regulations now mandates a 4-year degreed licensure to run Xray and the demand just does not justify having someone five days per week. The only way to do that would be to have someone on staff who functions in a different capacity but available to run Xrays as well. That is difficult to find.

Mr. Lester reported that Sol-Vista has officially transitioned to their new office on Main Street and no longer has an office at the clinic.

## **CFO Report/Finance Committee**

**Financials:** Ms. Kennedy gave the report. No change or update on the UB04 situation other than an entry has been made to transfer the \$30,000 due back to secondary accrued in AP in 2015 back into the AR account. Ms. Kennedy reviewed the AR reconciliation sheet with the board. Collection rates are tracking, but the concern is that the UB04 adjustments may affect the collection rate because the collection rate is calculated on reconciled claims only.

On EMS AR, Ms. Kennedy reported that she and Ms. Urban attended training on EMS billing and they are now reviewing all the steps it would take to bring the billing back in house. Ms. Kennedy has not received a response yet on the runs that are no longer in the receivable billing. Ms. Kennedy indicated that the follow thru with the biller is still a challenge.

Collection rates reported were--Clinic is at 49.22%, PT at 39.62% and EMS at 30%.

Inventory has been completed mid-year for clinic and EMS. We will perform another inventory in September. The Hospital District is showing a net profit of \$11,648 YTD for the clinic. EMS is showing \$42,592 YTD net profit resulting in an overall Net Profit YTD for the District of \$54,240 for the first five months of 2017.

Ms. Kennedy indicated the auditor postponed and is tentatively scheduled to come in the week of July 10 or July 17, 2017. Ms. Kennedy also reported that the 2015 cost report has passed its desk review and is closed.

Mr. Lester said that the Medicaid payment issues have still not been reconciled and that we are fortunate as we are only seeing partial denials. Other facilities are in such dire straits, they are facing closure. The denials are not a result of the clinic as a provider making an error, but are state portal errors.

### **IT Committee**

Mr. Lester reported that we are still waiting for the Allscripts upgrade which must be done by Allscripts.

### **Grants**

Ms. Kennedy stated that Physical Therapy received a donation of a used total gym.

Mr. Lester reported that we received a \$2500 merit grant from El Pomar. Nothing has been heard from the Colorado Health Foundation.

### **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**

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, July 27, 2017 at 3:00 p.m.

### **Adjournment**

- *Ms. Evans made a motion to adjourn the meeting. Ms. Candelaria seconded, the motion passed unanimously and the meeting was adjourned at 4:10 p.m.*

Respectfully submitted,



Janny Candelaria  
Secretary to the District Board