

West Custer County Hospital District
Meeting of the Board of Directors
April 26, 2018
Minutes of the Meeting

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

Staff Present: Delwin Lester
Theresa Kennedy
Beth Archuleta
Justine Beach

Guests Present: Ron Terry, Election DEO
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 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 22, 2018 and the Special Board meeting on April 3, 2018, were reviewed.

- *Mr. Weisenbach made motion to approve the Regular Board meeting minutes dated March 22, 2018 and the Special Board Meeting dated April 3, 2018. Ms. Candelaria seconded and the motion passed unanimously.*

Election Process Update:

Ron Terry reporting

All is proceeding along. The absentee ballots being requested to date is about 150, which is way above normal for this type of election. We are still looking for election day judges and have reached out to the clinic and Sentinel – we will run three shifts of two judges for four hours. Counters are in place and we will start counting absentee ballots before the day is out on election day. Another announcement will be in the newspaper next Thursday to remind people to vote and to bring along ID. Election expenses will be submitted for reimbursement. Unofficial results will be posted that evening on the courthouse door. Katherine Ripley-Williams will be the canvas board member to certify the election at a later date.

Executive Director Report

Staff Update: Ann Evans presented a Board Resolution 2018-1 Establishing a Search Committee and Executive Director Hiring Process that gives the timeline of events for hiring that position and does contain some retroactive items. Ms. Evans reviewed the timeline with the Board. Ms. Evans indicated that there are two candidates for the position and the list has been publically posted. We are in the process of background and reference checks.

- *Mr. Evans made motion to approve Board Resolution 2018-1 A Resolution Establishing a Search Committee and Executive Director Hiring Process. Mr. Wiesenbach seconded and the motion passed unanimously.*

Ms. Evans gave her recommendation to the Board to extend a tentative offer to Lisa Drew on May 7, 2018.

- *Mr. Evans made motion for her to extend a tentative offer to Lisa Drew for the Executive Director position on May 7, 2018. Mr. Wiesenbach seconded and the motion passed unanimously.*

Ms. Evans presented Board Resolution 2018-2 An Amended Resolution Clarifying the Duties of Designated Election Official and Ratifying All Actions Taken Related to the May 8, 2018 Election on Behalf of the District.

- *Mr. Weisenbach made a motion to approve Board Resolution 2018-2 An Amended Resolution Clarifying the Duties of Designation Election Official and Ratifying All Actions Taken Related to the May 8, 2018 Election on Behalf of the District. Mr. Evans seconded and the motion passed unanimously.*

EMS Report:

Ms. Archuleta reporting

Staffing: We have 9 EMTs with one EMT taking a 90-day leave of absence of which two are paramedics. We have 4 drivers. Staffing is OK but we continually look for new recruits. We are working on having a local EMT class and have already received 4 inquiries for the class. More will be decided on the class after the new executive director is on board. Ms. Evans asked if advertising in the paper would help. Ms. Archuleta stated we have done ads in the past, but they are expensive and don't produce results. Ms. Candelaria suggested just advertising in the local paper.

Run Statistics: Statistics were Mar 2018 42 calls to 30 in 2017. Transports were 18 in Mar 2018 vs 14 in 2017. YTD through Mar 2018 were 129 calls in 2018 to 129 calls in 2017; transports were 57 in 2018 to 66 in 2017. A summary Run Data report from Image Trend Elite was presented.

Grants: Med 4 will be delivered at 1:00 PM on Friday, April 27, 2018. All staff have been encouraged to be there.

Ms. Archuleta shared that Arkansas River Ambulance is going for another mill levy. We received notification on that since we boarder their area. There is nothing for us to do and this is something Ark River tries for each year.

Ms. Archuleta attended the E911 Authority Board meeting with Ms. Candelaria. E911 funds are going to be utilized for dispatch. After that the Tower IGA previously presented to the Hospital District was discussed. It was indicated that the Hospital District is the only one refusing to sign. Ms. Archuleta informed CES that we were waiting on legal counsel and having our new Executive Director review. It was verbally stated that the expenses they wanted covered were electric, propane, and insurance premiums divided by five entities—Sheriff, EMS, Fire, Road & Bridge, and the School. Ms. Archuleta indicated that there are actually ten entities that utilize the towers.

Mr. Tobin said that it is our responsibility to do our jobs which is to respond. We require the towers to communicate and the roads to drive on. And it is the County's responsibility to maintain those roads and make sure the towers are working. Ms. Archuleta stated that Commissioner Flower indicated that if we continue to refuse to pay that they will turn all of the EMS radios off. Mr. Tobin said that the question has been put out to our legal counsel asking what is customary for Special Districts.

Ms. Kennedy gave her timeline of events and understanding of the situation and then stated that she has secured all previously requested documentation from the County on tower ownership and grants and that those documents have been forwarded to our legal counsel. Legal counsel has already indicated they have some issues with the current IGA as presented. Ms. Kennedy also clarified that on this current IGA, we have never made the statement that we are refusing to sign, only that we are seeking counsel.

Ms. Kennedy said that she reached out to the County requesting that the IGA discussions be delayed until after the elections. The County has suggested a workgroup on this, which we responded that we would be happy to participate. Mr. Tobin said that whoever attends the workgroup can go and ask questions and get information, but that they cannot make any decision. Any decision must come before the Board. Ms. Kennedy asked permission to contact the attorney for an official response. Mr. Tobin gave permission.

CFO Report/Finance Committee

Financials: Ms. Kennedy gave the report.

The new process for accounts receivable appears to be working fine with a CSC variance of only \$174.31. Clinic YTD average visit is \$169.14 and PT is \$236.01 per visit. Credit balance should start to dwindle as the CSC is finally ready to process those. Mr. Weisenbach asked for an explanation between an encounter versus patient on the reports. Ms. Kennedy stated that an encounter is any time a person walks thru the door. A patient is just one person, but may make up multiple encounters. We are paid by encounter. Collection rates reported were—Clinic 47.82%, PT 39.0% and EMS at 30%.

Clinic net revenue was \$44,465.96, EMS net revenue is \$31,540.62 for total Hospital District YTD March 2018 net revenue of \$76,006.58. We did have capital expenditures of \$816.23 for a tens unit for physical therapy and \$17,870 for the EMS generator. We will be receiving a \$10,000 reimbursement grant to offset the cost of the EMS generator.

Grants

Mr. Tobin gave Ms. Ripley-Williams a flyer about a telemedicine grant. Ms. Kennedy shared what she learned about Telehealth Medicine after attending the Colorado Rural Health Forum.

IT Committee

Allscripts is pushing hard for an upgrade to our contract regarding our patient portal. Ms. Evans will work directly with Ms. Kennedy to resolve.

Advisors to the Board

There were no Advisors to the Board.

Unfinished Business

There was no unfinished business.

New Business

An AT&T representative contacted Ms. Kennedy to see if we would be willing to lease our property for an AT&T tower. Ms. Kennedy requested the representative to email her information.

Ms. Kennedy thanked the board for allowing her to attend the Colorado Rural Health Forum. She shared informational items with the board from the forum.

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, May 24, 2018 at 3:00 p.m. Ann will not be in attendance.

Adjournment

- *Mr. Weisenbach made a motion to adjourn the meeting. Ms. Candelaria seconded, the motion passed unanimously and the meeting was adjourned at 4:41 p.m.*

Respectfully submitted,



Janny Candelaria
Secretary to the District Board