

West Custer County Hospital District
Meeting of the Board of Directors
September 26, 2019
Minutes of the Meeting

Attendance:

Directors Present: Bob Tobin, Chair, Ann Evans, Treasurer, Janny Candelaria, Secretary, Tom Shepard, Bob Weisenbach, Vice-Chair.

Staff Present: Lisa Drew, Jane McCarty, Beth Archuleta, Samantha Moos, Justine Beach, Jason Banner

Guests Present: Donna & Bill Gordon, Ellie & Michael Heck, Sam DeNardo, Tracy Ballard, Lisa Duran, Barry Keene, Eliot Jackson

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 none.

Introduction of guests.

Approval of Minutes:

The minutes of the Regular Board meeting on August 29, 2019, were reviewed.

- *Mr. Weisenbach made a motion to approve the Regular Board meeting minutes dated August 29, 2019. Mr. Shepard seconded, and the motion passed unanimously.*

Auditor Presentation:

Mr. Sam DeNardo presented 2018 audit., provided draft of audits to board members. Mr. DeNardo reports this year's audit went well; Ms. Kennedy has done an outstanding job preparing for this audit.

- *Mr. Tobin made a motion to accept the audit report, and Ms. Evans, seconded, and the motion passed unanimously.*

EMS Report:

Ms. Archuleta presented EMS run report statistics, see attached report. She also shared that a full-time paramedic was hired, Mr. Banner, and there are currently 2 more paramedics interested in FT positions. Ms. Archuleta also stated there will be a decision made on the EMS Administrative Support position by the end of the week. Ms. Archuleta reported on the radio grant status, that there is a back order on the radios at this time. Also reminded the board that Med 3 will need a remount, with the cost expected to be a t \$100,000, with a 50/50 EMS grant. She also stated that Custer County dispatch will be moving to FRECOM for dispatch in the very near future.

EMS Committee Report:

Mr. Shepard reports that the group is looking into the cost of AMR to provide service for the county and looking at both a short term and long-term answer for providing service for residents outside of the district. This may need to become a ballot initiative in 2020.

Executive Director Report:

Ms. Drew reported, see attached report.

CFO Report/Finance Committee Report:

Ms. Drew reports for Ms. Kennedy, see financials on web page. Ms. Drew added that next year we expect to have a full time MD/DO that lives in the community and must provide us with a two-year commitment to stay in the area.

Grants:

Mr. Keene introduced Ms. Lisa Duran, who spoke to the board about funding sources. Mr. Shepard reports this position could track general grants and coordinate with him. Mr. Keens noted this is a value added to the Enterprise Zone to utilize Ms. Duran. Ms. Drew also noted that she received confirmation from el Pomar that we are receiving a \$2500 grant for our EHR partnership needs with HRRMC. Board discussed the hiring of Ms. Duran for 4-8 hours at \$100/hr., to research what grants may be available to us. Ms. Evans suggested vetting any grant found through the finance committee.

- *Ms. Evans proposed that the board hire Ms. Duran as described for 4-8 hours to investigate grant opportunities. Mr. Weisenbach seconded, and the motion passed unanimously.*

Unfinished Business:

Bylaw Review: Second reading of the bylaws was presented by Ms. Evans. No changes or corrections were proposed.

- *Ms. Evans made a motion to accept the bylaws as written, Mr. Tobin seconded the motion. Motion carried unanimously.*

Enterprise Zone: Mr. Keene reported that the application was submitted and is expected to be approved on the first pass, in early October. Ms. Drew thanked Mr. Keen for all the work that he has done on this project.

New Business: there as no new business discussed

Public Comments:

Patient Ellie Heck presented lab results to the board and stated that our lab provided false drug results, and she wants her medical record amended. She shared the health history of both herself and her husband to the board. Ms. Drew responded that she will speak with the ordering provider of the lab work and try to obtain an order to go to HRRMC to have labs obtained there.

Schedule Next Board meeting:

The next board meeting will be held October 31, 2019

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Adjournment:

- *Ms. Candelaria made a motion to adjourn the meeting. Mr. Weisenbach seconded, the motion passed unanimously, and the meeting was adjourned at 4:50 pm.*

Respectfully submitted,

A handwritten signature in cursive script that reads "Janny Candelaria". The signature is written in black ink and is positioned above the printed name.

Janny Candelaria
Secretary to the District Board

September 26th, 2019 WCCHD board meeting notes from Beth Archuleta; CCEMS Manager.

EMS Report

- Staffing-We currently have 14 crew members consisting of 10-EMT-Basics with 4 of them being full-time, 2-Drivers and 1-newly hired EMT-Paramedic. The 1 Paramedic has been hired to fill 1 of 3 full-time Paramedic positions. We also have had several Paramedic's interested in a position with CCEMS to which they're waiting for their licenses to transfer to Colorado.
- We had our 2nd round of interviews today for an EMS administrative support specialist. This position will be helping the EMS manager with paperwork.
- Run Statistics-For July 2019 we had 68 calls for service with 30 transports, 2 of 9- 2nd calls needed mutual aid assistance and we have responded to 25 of the 31 2nd calls. Report given on other calls we responded to.
- Grant Updates-We have been awarded our radio grant through CDPHE for 7 handheld Kenwood radios and 3 dual head mobile radios for the ambulances. I received the paperwork from CDPHE and have order the new radios. I also have placed RETAC grants for Dr. Weber yearly fees, a Toughbook to upgrade our last Toughbook, 3 new cot batteries, the Keystone conference for 4 employees to get continuing education (CE's) and the WILZ Trauma Symposium, another way for 4 employees to get CE's. I will be working on a new grant to remount Med 3 for the grant cycle that starts Dec 2019-Feb 2020.
- Attended the E911 meeting; They're hoping for an Oct 1st switch over date, it is looking like the cost for dispatch services will be covered with the 2 mills and E911 funds, CCEMS has been starting to make the changes that FRECOM requests such as our call sign numbers, ambulance call sign numbers etc. There will be some hiccups but hopefully they will smooth out in the next 6 months.

Executive Director Report Board Meeting 9/26/2019

- 1) HRRMC Partnership Update
 - a. HRRMC will discuss CCMC partnership and make a decision on October 22. Ms. Drew & Ms. Evans will attend this meeting.
 - b. Dr Wool, cardiologist, employed by Colorado Springs Cardiology, working at HRRMC, is still pending.
 - c. Ms. Kennedy met with pharmacy leadership with HRRMC to discuss collaboration with HRRMC to provide pharmacy services to the community.
 - d. HRRMC will be donating some equipment from the Cotopaxi clinic to us. It is unknown what type of equipment this will be.
- 2) Clinical Operations Update
 - i. We continue to interview for RN, LPN, MA or MLT/Phlebotomist
 - ii. Donna Dugan, LPN, has been hired.
 - iii. PT carpet was removed and is in the process of being replaced with hardwood flooring and area painted.
 - iv. Dr. Gelgand is the placeholder as a medical director until we hire a full time doctor.
- 3) EMS Update
 - i. Ms. Kennedy stepped in to be contact person for Wetmore EMS work group in Ms. Drew's absence. First meeting is scheduled for Monday, September 30 at 1:30. Should be Ms. Drew, Ms. Candelaria, Ms. Evans, Jay Prinz, Elisa Livengood and 2 Wetmore community members.
- 4) IT Update
 - a. Clinic was closed yesterday for staff to go to Salida and Buena Vista for Aprima training. PT is attending training today.
 - b. Go Live date remains at October 14th, we will be having 50% patient load the first week of go live, increasing to 75% the second week.
 - c. We are documenting on paper until our transition to go live.
 - d. We have weekly calls until the go live day.
 - e. CTI will be here October 4th for the weekend to transition us from old computer and server to new computers and server.
- 5) Thank you to Ms. Kennedy for taking on all the interim Executive Director tasks in my absence.

Respectfully Submitted,

Lisa Drew, RN, BSN, MSN

Executive Director



