

PLATEAU VALLEY HOSPITAL DISTRICT BOARD MEETING MINUTES
November 15, 2011

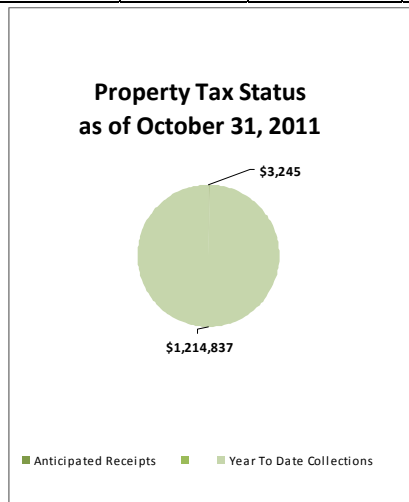
Attendance: Board: Helen Spence, Frank Wagner, Dave Bristol, Denny Holmes, Bob Wilson.
Staff & Consultants: Jessi Clark, Clint Lanford, Shannon Currier.

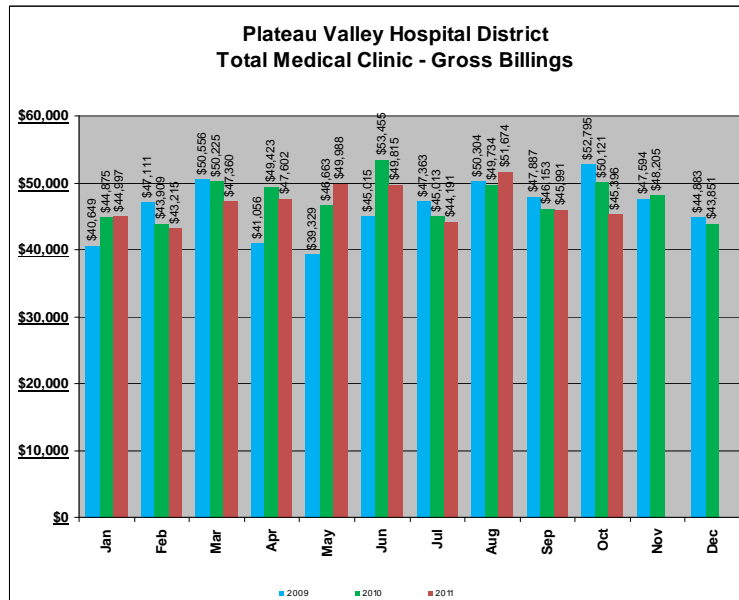
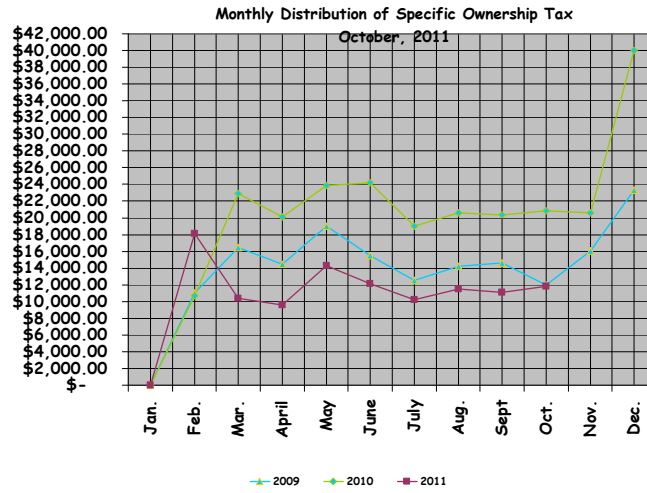
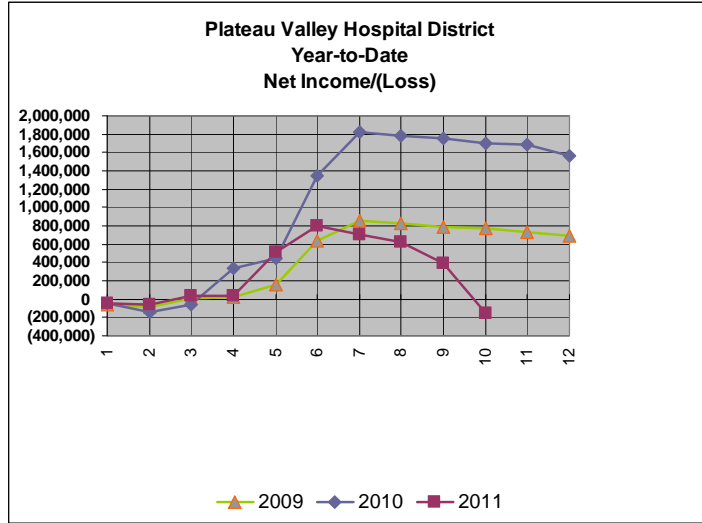
MEETING CALLED TO ORDER AT 17:13 BY HELEN SPENCE, PRESIDENT.

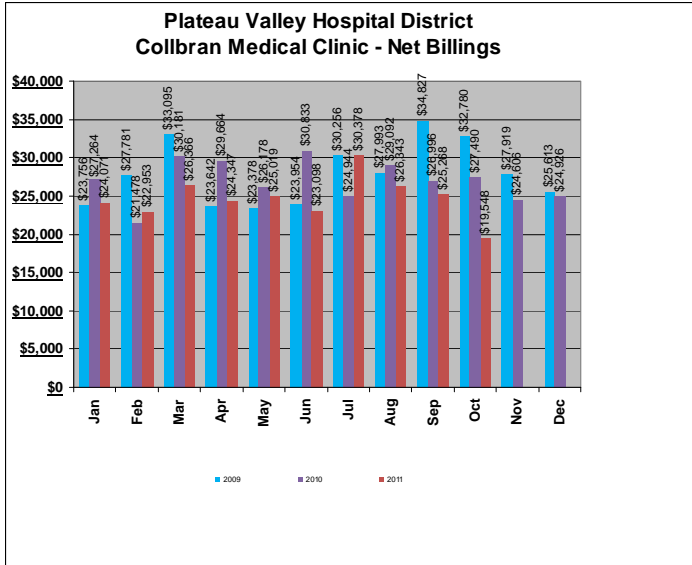
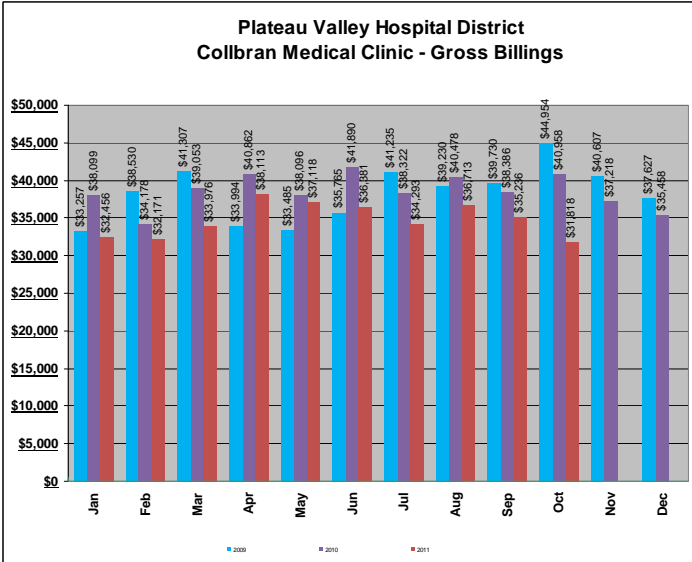
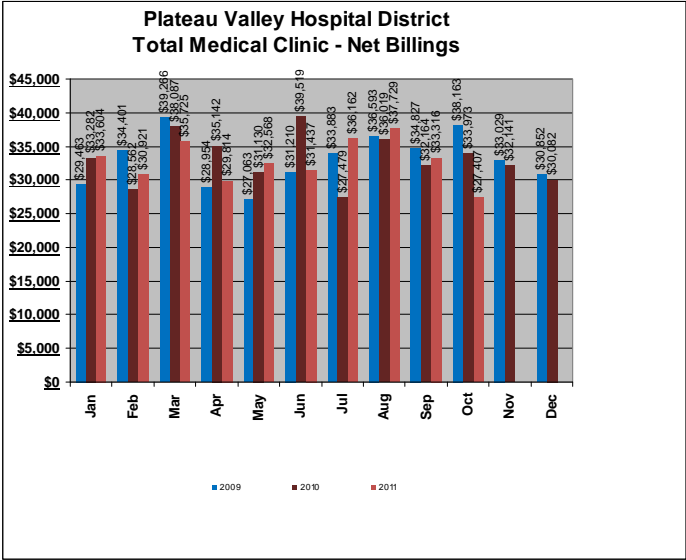
1. ROLL CALL: Helen Spence, present. Frank Wagner, present. Dave Bristol, present. Bob Wilson, present. Denny Holmes, present.
2. MINUTES
October 18, 2011 Regular Meeting & November 7, 2011 Special Meeting
 - **Motion 1:** Frank Wagner motioned that the minutes of the October 18, 2011 regular meeting and the November 7, 2011 special meeting both be approved as presented. Dave Bristol seconded. Motion carried unanimously.
3. CLINIC CONSULTANT REPORT
The billing office is working on getting ready for the new format that they must use to submit claims to insurance companies. They and their clearing house are ready but not all insurances are. This could slow our cash flow when it becomes mandatory in January. They are also training on the new diagnosis code system. Eventually the will help train us. Right now Medicare is planning on reducing reimbursements by 24.6-30% on January 1. Last year it did not happen. We will have to wait and see.

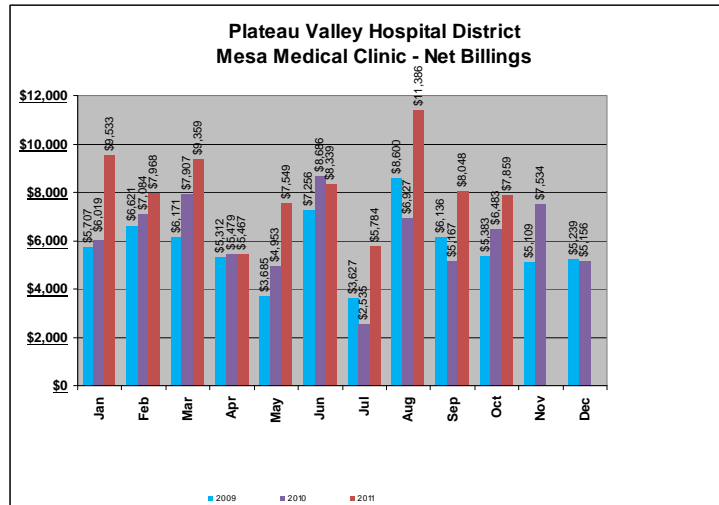
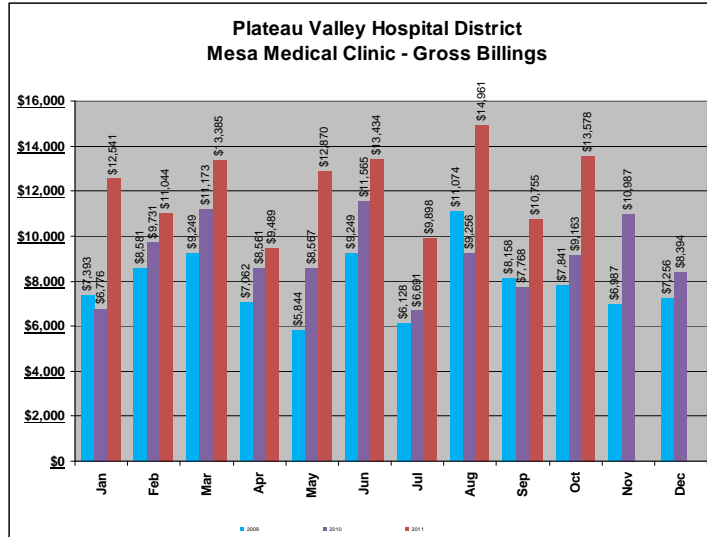
4. CONSULTANT CPA REPORT

				October, 2011				
	Charges	Write Offs Misc. Inc.	Net Receipts		Operating Expense	Net Ordinary Income	Other Income/Exp	Net Income/(Loss)
Clinic-Collbran	31,818.40	-12,270.42	19,547.98		-70,196.38	-50,648.40	0.00	-50,648.40
Clinic-Mesa	13,577.65	-5,718.22	7,859.43		-11,055.65	-3,196.22	0.00	-3,196.22
Construction	0.00	0.00	0.00		501,347.16	501,347.16	0.00	-501,347.16
Grant	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Administrative	1,071.00	0.00	1,071.00		0.00	1,071.00	15,510.88	16,581.88
Total	46,467.05	-17,988.64	28,478.41		582,599.19	554,120.78	15,510.88	-538,609.90









- **Motion 2:** Bob Wilson motioned that the accounts payable and payroll checks (#48553-48609) are approved. Denny Holmes seconded. Motion carried unanimously.
- **Motion 3:** Frank Wagner motioned that the Board of Directors approves the October write-offs in the amount of \$17,988.64. Dave Bristol seconded. Motion carried unanimously.
- **BUDGET HEARING** – The proposed budget was presented to the Board with the changes from the preliminary budget. No audience was present for comments.

5. ENVIRONMENTAL SERVICES
Nothing presented.

6. NEW BUSINESS
Nothing presented.

7. OLD BUSINESS

- Construction Update – The building is being primed for painting the interior today. The billing from FCI Constructors was reviewed.
- **Motion 4:** Dave Bristol motioned that the Board of Directors approves paying the billing from FCI Constructors as presented. Denny Holmes seconded. Motion carried unanimously.
- Physician Recruitment – There was discussion of the scheduling for Mesa. Jessi spoke with the current doctors and they are fine with changing the Mesa schedule to Tuesday, Thursday, and Saturday.

8. CLINIC REPORT
Census

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Total Dr Appt	223	214	239	231	236	238	213	226	228	202			2250
# Days	18.5	16.5	18.5	17	17	17.5	16.5	18	17.5	16.5			173.5
Ave/Day	12.05	12.97	12.92	13.59	13.88	13.60	12.91	12.56	13.03	12.24	#DIV/0!	####	12.97
Lab/Inj	111	79	78	72	79	75	55	63	102	119			833
Pharm	14	24	24	12	21	14	10	14	12	15			160
AH Pharm	2	0	0	0	0	0	0	0	1	2			5
After Hours	4	0	2	10	10	8	12	5	8	9			68
Other	12	6	18	14	13	14	6	4	11	9			107
Paged Calls	23	36	45	37	35	35	41	40	33	29			354
Clinic New Pt	10	7	15	13	10	15	13	12	8	9			112
Clinic 1X Pt	3	0	4	2	1	4	6	3	2	3			28
M - Dr Appt	87	85	94	74	94	93	77	97	71	93			865
M - # 1/2 Days	13	12	13	13	11	13	11	14	10	14			124
M - Ave/1/2 day	6.69	7.08	7.23	5.69	8.55	7.15	7.00	6.93	7.10	6.64	#DIV/0!	####	6.98
M - MA appt	6	11	1	11	4	11	8	8	11	16			87
M - Pharm	0	0	6	1	0	2	1	4	2	4			20
M - Other	4	1	0	1	2	3	1	4	2	5			23
M - New Pt	2	11	5	4	3	7	2	3	6	6			49
M - 1 X Pt	0	0	0	0	0	0	0	0	1	0			1

Collbran Clinic

2011	EW pt	EW days	EW ave	SR pt	SR days	SR ave			
Jan	87	9	9.67	136	9.5	14.32			#####
Feb	103	8.5	12.12	111	8	13.88			#####
Mar	96	7	13.71	143	11.5	12.43			#####
Apr	123	9	13.67	108	8	13.50			#####
May	130	9	14.44	106	8	13.25			#####
Jun	121	9.5	12.74	117	8	14.63			#####
Jul	106	8.5	12.47	107	8	13.38			#####
Aug	139	12	11.58	87	6	14.50			#####
Sep	87	7	12.43	141	10.5	13.43			#####
Oct	93	7	13.29	109	9.5	11.47			#####
Nov			#####			#####			0.00
Dec			#####			#####			0.00
Totals	1,085	86.5	12.54	1,165	87	13.39	0	0	#DIV/0!

Mesa Clinic

2011	EW pt	EW days	EW ave	SR pt	SR days	SR ave	LW pt	LW days	LW ave
Jan	12	2	6.00	24	3	8.00	51	8.00	6.38
Feb	22	3	7.33	39	4	9.75	24	5.00	4.80
Mar	41	5	8.20	50	7	7.14	3	1.00	3.00
Apr	32	7	4.57	42	6	7.00	0	0.00	#DIV/0!
May	39	5	7.80	55	6	9.17	0	0.00	#DIV/0!
Jun	42	7	6.00	51	6	8.50	0	0.00	#DIV/0!
Jul	44	7	6.29	33	4	8.25	0	0.00	#DIV/0!

Aug	48	8	6.00	49	6	8.17	0	0.00	#DIV/0!
Sep	34	5	6.80	37	5	7.40	0	0.00	#DIV/0!
Oct	49	7	7.00	44	7	6.29	0	0.00	#DIV/0!
Nov		#####				#####	0	0.00	#DIV/0!
Dec		#####				#####	0	0.00	#DIV/0!
Totals	363	56	6.48	424	54	7.85	78	14.00	5.57

- Physician Report - Nothing presented.
- District Administrator Report
 - Christmas Luncheon - It was decided that the Board would host a Christmas luncheon for the staff on Tuesday 12/6 at noon. Jessi will ask Twisted Sister to cater.
 - December Meeting – The December meeting is scheduled for 12/19 but we need to approve the budget, certify the mill levy, and appropriate sums of money by 12/15.
- **Motion 5:** Bob Wilson motioned that the Board of Directors moves their regular December meeting to Tuesday, December 13, 2011 at the normal 5:20PM time. Dave Bristol Seconded. Motion carried unanimously.
 - Election – Next spring is our normal election time. Frank and Dave are up for re-election.

9. NOVEMBER EVALUATION / RAISES

- Annual: Jessi Clark, Emma Woodyard
- 3 Month: None

10. EXECUTIVE SESSION

- **Motion 6:** Dave Bristol motioned that the Board of Directors go into executive session at 18:09 for personnel matters per §24-6-402(4)(f), C.R.S. Bob Wilson seconded. Motion carried unanimously. Meeting reconvened at 18:30.
- **Motion 7:** Dave Bristol motioned that the Board of Directors approves giving staff Christmas bonuses using the same base and formula as last year. Denny Holmes seconded. Motion carried unanimously.
- **Motion 8:** Denny Holmes motioned that the Board of Directors keeps the wage scale and health insurance the same as it is now. Frank Wagner seconded. Motion carried unanimously.
- **Motion 9:** Frank Wagner motioned that the Board of Directors accepts the evaluations of the employees and approves the annual raises applicable. Bob Wilson seconded. Motion carried unanimously.
- **Motion 10:** Denny Holmes motioned that the Board of Directors eliminates the on call security positions effective January 1, 2012. Dave Bristol seconded. Motion carried unanimously.
- Jessi let the Board know that Debbie Johns at Monument Medical Consultants is randomly audit charges per her request as it has been a while since we have formally audit charges.

Meeting adjourned at 18:43.

Respectfully submitted,

Jessi Clark, District Administrator