

West Custer County Hospital District
Meeting of the Board of Directors
September 28, 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
Molly Lantis

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 Aug 22, 2017, were reviewed.

- *Mr. Weisenbach made motion to approve the Regular Board meeting minutes dated Aug 22, 2017, as presented. Ms. Ripley-Williams seconded and the motion passed unanimously.*

EMS Report:

Staffing: Ms. Lantis reporting – 16 personnel down to 4 full-time as Andrew Green has requested to go to PRN.

Run Statistics: Statistics were Aug 2017 49 calls to 51 in 2016. Transports were 25 in Aug 2017 vs 24 in 2016. Total calls YTD is 386 in 2017 vs 356 in 2016, and 188 transports in 2017 vs 160 in 2016.

Grants: Monitors have been received. All staff has been trained and they are on the rigs. The chassis for Med4 is coming in November and hopefully will be in service in early 2018. Three grant requests have been written, one for the Stair Chairs, one for the EVOC training course, and one for the State EMS Conference in which four staff are going. Ms. Kennedy shared with the board that these three RETAC requests are the new process for the RETAC funds that had been at the county level, but the State has taken over the distribution of those county funds.

Ms. Candelaria asked Ms. Lantis the process for blood draws EMS performs at the Sheriff's office. Ms. Lantis explained that the Sheriff has all the necessary paperwork for the draw, EMS does the draw, creates a PCR like any other dispatched run and we bill the Sheriff's office for the blood draw.

Mr. Lester pointed out the old EMS monitors in the room that will now be utilized by the clinic.

Executive Director Report

Provider-Based Update: Next meeting is scheduled here on October 2, 2017, at 9:30 AM. They are bringing Lori Briggs, IT Director; Sammy Reynolds, Biomed Director; Mary Harrington, Director of Ambulatory Services; Audrey Passvogel, Director of HR, and Gwyneth Howard, Finance. They will be looking at equipment, doing some counts, review employee jobs and their descriptions. Ms. Candelaria asked about how the prior meeting had gone. Mr. Tobin said it was positive with many questions asked and that the clinic is unlike any entity they have dealt with before.

Mr. Lester reported. Total patient visits to date is 4313 in 2017 vs 432 in 2016 (down 3%) and daily visits were 26.5 to 21.4 patients per day over the past four weeks. We continue to struggle having two full-time providers on each day and continue discussions to address the issue.

CFO Report/Finance Committee

Financials: Ms. Kennedy gave the report. There is no significant change in the status of Clinic AR. All Medicaid Labs that had been denied under the new State portal system have been rebilled and we are receiving payment. Our encounter rate is down to \$167. This is due to patient mix and type of office visit (ie acute vs chronic). Physical Therapy is at a \$228 encounter rate.

On EMS AR, Ms. Kennedy reported that the old biller is working their AR. The \$8,000 in Medicare over 180 days is all Railroad Medicare. No explanation as to why it is that old from the biller.

Collection rates reported were--Clinic is at 48.64%, PT at 39.1% and EMS at 30.37%.

Ms. Kennedy said the new in-house billing is going fine with normal bumps that you would expect with any transition.

Balance sheet: Clinic AR continues to be over-reserved, there will be a September Inventory, Capital Assets has a \$90,000 increase with the purchase of Monitors for EMS Rigs. AP Balance is high because the monitors invoice was booked in August but paid in September. Net Revenue YTD is \$33,546 for Clinic and \$57,729 for EMS for a total of \$91,275 YTD. 2017 Year End estimated is still under budget for expenditures, so no amendment is needed at this time.

IT Committee

Mr. Lester reported that the Allscripts upgrade is still not done. Ms. Kennedy shared that we have secured HIPPA compliant emails for EMS.

Grants

Ms. Lester shared with the board that we had a visit from the Colorado Health Foundation's Karen Miller and Jacqueline Lindsor for a meet and greet to get to know us. They were impressed with our operation and it is hopeful it will help in the future should we apply for a grant

Advisors to the Board

There were no Advisors to the Board.

Unfinished Business

There was no unfinished business.

New Business

Ms. Ripley-Williams shared with the board that a patient told her that while at the clinic, the patient was asked by an employee to sign a petition. Mr. Lester indicated that when the recent political

activity in the community started, he had informed all staff that while on duty, employee's must remain politically neutral. Mr. Lester asked Ms. Ripley-Williams to get with him privately to get specifics and he would address the issue with the employee involved.

Ms. Candelaria asked about the EMS FI process and if there was any policy in place for an employee who requires extended FI time. Mr. Lester said there was not an official policy, but he would check with Ms. Archuleta to see if there is anything that needs to be addressed.

Talk returned back to Centura with questions regarding current-staff retention if Centura were to step in. Mr. Lester indicated that Centura has been indicating the intent to maintain all current staff.

Mr. Tobin asked Mr. Lester if there was anything new with the veterans. Mr. Lester said nothing has changed with us, but Mr. Dreher had told him during a VFW meeting there was an announcement stating the clinic was no longer seeing VA patients. Mr. Dreher had indicated to Mr. Lester that he did send out an email to veterans indicating this was not true and that the clinic was seeing VA patients. Mr. Lester will also submit a letter to the paper stating the same thing and he may attend a future VFW meeting.

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, October 26, 2017 at 3:00 p.m. Ms. Ripley-Williams indicated she would not be in attendance.

Adjournment

- *Ms. Candelaria made a motion to adjourn the meeting. Ms. Ripley-Williams seconded, the motion passed unanimously and the meeting was adjourned at 4:52 p.m.*

Respectfully submitted,



Janny Candelaria
Secretary to the District Board