

LAKE FORK HEALTH SERVICE DISTRICT BOARD OF DIRECTORS- REGULAR MONTHLY MEETING

Today's Date is Thursday, March 26, 2020.

I. The regular monthly meeting of the Lake Fork Health Service District was called to order by Lynn McNitt at 8:31 a.m.

The meeting was held in the Moseley Health Care Complex.

II. Roll Call: In attendance by phone were board members: Lynn McNitt, Jerry Johnson, Mike Schell, Michael Mines and Julie Stephens. Jessica Whiddon, Gina Carr and Bob Downs were also present by phone. Malinda McDonald is the recording secretary.

Board of Directors:

President: Lynn McNitt

Vice-President: Jerry Johnson

Secretary: Mike Schell

Treasurer: Michael Mines

Board Member: Julie Stephens

III. Workshop

A. Executive Director Report-

For the month of January 2020-

Medical patient counts for the month of January 2020 were 217 vs 209 during 2019. Dental patient counts were 52 vs 71 during January 2019.

1. **Business Development-** None
2. **Community Relations-** Community education sessions on hold for now.
3. **Personnel- Retirement plan-** Discuss adding retirement info into employee guidelines. There will be no cost to the district for the retirement plan.
4. **Discuss resolution 2020-04, cancellation of the 2020 election-** Jess has done all the paperwork to cancel the election. The board will need to make a motion during the meeting.
5. **Strategic Planning Update-**
District recruitment and retention- Working to get team building workshop setup.
Retirement plan started- Jess will work to finish setup process.
Community connection- Jess sent old marketing plan as a guide to start process.
Patient satisfaction- Jess sent old surveys out.
Technology- Will meet after virus stuff is done.
Capital Lists- Jess sent current equipment list out.

B. President

Reports: Thank you to everyone working during pandemic & volunteers. Thank you Dr. Carr for working on the retirement plan information.

C. Medical Director

Reports: COVID-19 Information: A lot of time has been spent communicating protocols with staff. Staff is monitoring self-temperatures when they arrive in the morning per CDPHE recommendations. If they travel to any of the high risk counties they need to wear a mask during patient care for 14 days following their return. If staff becomes symptomatic at all they will be sent home for at least 7 days.

We are increasing our ability to do tele-health visits. Thank you Jess for make sure the Zoom platform is up and showing the staff how to use it.

We are keeping track of triaged patients in a spreadsheet which is shared with First Responders so if they get called to any addresses of persons under investigation or presumed positive they can make sure they are taking the proper precautions with appropriate PPE.

We also have a spreadsheet shared with public health and EMS to track community wide PPE. We have 3 calls a week with the county commissioners and other agencies involved with the *state of emergency*.

Health Fair is cancelled based on recommendations from the CDPHE. Jess will work on re-scheduling that.

Dr. Carr's Resignation-

Setup meeting with personnel to discuss position moving forward.

D. Dental Director- Dr. Uchida is here March 25th and 26th to take care of emergency dental patients. He will return in May.

Dental clinics everywhere are closed for routine dental procedures.

IV. MEETING

A. Consider any updates to the meeting agenda: None

B. Consider approval of Minutes from prior month's board meeting:

Motion: To approve the February meeting minutes.

Motion: Jerry Johnson

Second: Julie Stephens

Vote: All vote yes.

Motion Carries

C. Consider approval of adding retirement information into Employee Guidelines:

Motion: To approve the retirement information for employee guidelines.

Motion: Julie Stephens

Second: Jerry Johnson

Vote: All vote yes.

Motion Carries

D. Consider approval of resolution 2020-04, Cancellation of Election:

Motion: To approve the resolution 2020-04.

Motion: Michael Mines

Second: Jerry Johnson

Vote: All vote yes.

Motion Carries

V. CITIZEN COMMENTS FROM FLOOR:

None

VII. Adjourn

Meeting is adjourned at 9:09 am. Next meeting will be April 23, 2020 at approximately 8:30 a.m. in the Zeller Wellness & Education Center in the Mosley Health Care Complex.

(President)

Date

Sydney McNitt

4-1-2020

(Secretary)

Date

Michael Mines

4-1-2020

(Recording Secretary)

Date

W. McDonald

4-1-2020
