

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

**Today's Date is Tuesday, June, 28 2022.**

**I.** The regular monthly meeting of the Lake Fork Health Service District was called to order by Lynn McNitt at 8:38 a.m.

**II. Roll Call:** In attendance were board members Lynn McNitt, Jerry Johnson, Katie Elkins and Hector Gomez. Also present were Rachel Moore, Bob Downs, Bill Gattis, Bernie Krystyniak, Dr.Quigley and Nancy Chambers Malinda McDonald is the recording secretary

**Board of Directors:**

**President:** Lynn McNitt  
**Vice-President:** Jerry Johnson  
**Secretary:** Hector Gomez  
**Treasurer:** Katie Elkins  
**Board Member:**

**III. Workshop**

**A. Executive Director Report**

**1. Financials-**

**a. May Financials & Patient Counts**

Dental Patient Counts		
	2021	2022
May	64	47

Medical Patient Counts		
	2021	2022
May	209	211

Total Dental income is down \$12,000 from 2021. Patient Fee Write Offs is up almost \$12,000. Patient Services Revenue is down \$20,000 from 2021. Leaving Gross Profit almost \$32,000 lower in 2022. Total Personnel Expense are up \$15,500. Waste Management is up almost \$7,000. Net Ordinary Income is down \$62,000 and Total Other Income is up \$29,000 from 2021. The Net Income is down \$54,000.

**2. Business Development-**

**3. Community Relations-**

**4. Personnel-**

- a. Please see Gary Witt's resignation letter in the meeting packet.
- b. Update on PA/NP position: Rachel has posted in Silver World and FB as well as the CRHC job board. Jim Dougherty reached out and offered to help so, Rachel sent him the job posting.
- c. Discuss Policy and Procedures review
  - i. ADMIN 1-22
  - ii. Security update: Rachel called to set up an appointment and a follow-up call was made on 06.20.2022 and 06/27/2022 to see when that will be

**5. SDA Manual Review- Chapter XV- Elections (SDA Paraphrased)**

There are 6 pages of information covering the types of elections, election procedures, campaigning, and the election calendar. PLEASE familiarize yourself with this section. We will be going through the election process again next year.

**B. Board Members Report-**

**a. Lynn**

- b. Jerry
- c. Katie
- d. Hector

C. **Medical Director Report-**

D. **Dental Director-** Enjoying the clinic. Making progress getting organized.

E. **Strategic Planning Update-**

- a. workshop update-
- b. Health fair: Rachel, Bob and Bill have been discussing hosting a health fair in the fall. Tara Hardy from Public Health put Rachel in contact with 9Health and she has submitted a preliminary application that is currently in review. The dates applied for were Sept. 24<sup>th</sup> and Oct 1<sup>st</sup>. The health fair would require community volunteers.
- c. Bernie Krystyniak met with Janis Wellborn yesterday and she is currently working out a detailed agenda. The strategic planning committee will schedule a meeting once the agenda is drafted.

F. **Any other items-**

- a. Discuss SDA training opportunities: the June 23<sup>rd</sup> SDA Workshop in Denver was recorded and will be available for viewing on the SDA website. I highly suggest watching this workshop. It may spur some questions that will help us all become more knowledgeable in the process as a board.
- b. Update on snow mitigation work: Rachel has re-posted the ad on the LC Locals FB page and it is running in the Silver World newspaper.

**IV. MEETING-**

**A. Consider any updates to and approvals of the meeting agenda:** No updates.

**Motion:** Katie Elkins

**Second:** Hector Gomez

**Vote:** All vote yes

**Motion:** Motion carries.

**B. Consider approval resignation of Gary Witt:**

**Motion:** Katie Elkins

**Second:** Jerry Johnson

**Vote:** All Vote yes

**Motion:** Motion carries

**C. Consider approval of Administrative Policy revisions:** Rachel will go through and make all the changes discussed during the workshop relating to policies 1-22.

**Motion:** Hector Gomez

**Second:** Katie Elkins

**Vote:** All vote yes

**Motion:** Motion carries

**D. Consider approval of Minutes from prior board meetings 05/31/2022:**

**Motion:** Katie Elkins

**Second:** Jerry Johnson

**Vote:** All vote yes

**Motion:** Motion carries

**V. CITIZEN COMMENTS FROM FLOOR:**

Jess wanted to remind the board of things to keep in mind.

1. **Medicare Survey**-Medicare may walk in any time and perform a survey of the facility so make sure to always be prepared for that. CRHC will do a mock survey to see how prepared we are.
2. With a PRN person consider having them take as many shifts and call as possible. Per Medicare guidelines a PA, NP, or FNP has to work at least 50% of open clinic hours. This would also give the regular providers a break.
3. With the mill levy increase of 2014 there was a promise of full time clinic hours so try and hold to that as much as possible.

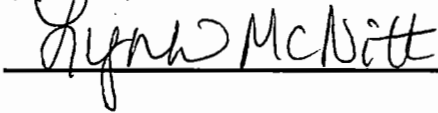
Bernie Krystyniak on behalf of the Endowment Fund offered to help when the time comes for employee bonuses.

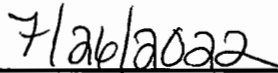
**VII. Adjourn**

Meeting is adjourned at 10:17 a.m. Next meeting will be on Tuesday, July 26, 2022 at approximately 8:30 a.m. in the Zeller Wellness & Education Center in the Mosley Health Care Complex.

(President)

Date





(Secretary)

Date

(Recording Secretary)

Date

