

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

Today's Date is Tuesday, August 23, 2022.

I. The regular monthly meeting of the Lake Fork Health Service District was called to order by Lynn McNitt at 8:34 a.m.

II. Roll Call: In attendance were board members Lynn McNitt, Katie Elkins, Jerry Johnson and Hector Gomez. Also present were Rachel Moore, Nancy Chambers, Robert Downs, William Gattis, Jess Whiddon, Jim Hunsicker, Bernie Krystyniak and Jordan Kaminski. 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. **Letter of intent from Jordan Kaminski-** The board feels that with Jordan's commitment to the community and his law enforcement background he is a welcome fit to the board.
- B. **Executive Director Report-**
 1. **2023 Budget Review-** Katie and Rachel have been going thru the budget line by line. They have taken 2021 and YTD 2022 numbers and compared what has been spent historically and adjusted taking inflation in to consideration. Unfortunately we are very out of date with our technology, which will be reflected in the budget. Jim Hunsicker is going to get numbers together for a *phase I* technology update. The EOC and Endowment Fund will possibly be able to contribute to this effort. John Quigley has requested a necessary upgrade to dental equipment in the amount of \$4209.00. The Endowment Fund is willing to match funds to cover the equipment upgrade.
 2. **Business Development-**
 3. **Community Relations-** Health Fair is September 24, 2022. The company is in the process of changing names and the new branding will be available for advertising purposes September 6th.
 4. **Personnel-**
 - a. **Update on PA/NP position:** Sherry Huisman reached out to someone to Mike Schell, who then directed her to Lynn to discuss coming back to LCAMC because they are closing the practice where she had been working in Gunnison. She has signed her contract and she will begin working full time the first week of October.
 - b. **Jim Hunsicker- Network Specialist Report:** he will be able to submit a security assessment; his preliminary estimate for the IT upgrades is \$25,000 not including his time, he can break things down into phases determined by critical needs.
 - c. **Review FAMLI memo & participation from staff:** Rachel will present more information to the staff at the September staff meeting so they can make an informed decision as to

whether they are interested or not; at this time, Rachel has not heard from most of the staff if they are interested

- d. **Safety/Security Update:** Peak Security (current security system) did not get back in touch with Rachel. Stone Security did a walk through assessment. They are delayed in getting their quote to Rachel due to one of their vendors...supply chain issues. They will be putting Rachel in touch with store font designers to discuss the reception desk area security.
- e. **Discuss Policy and Procedures review:**
 - i. ORGANIZATIONAL Policies 1-13
 - ii. Job Descriptions

Medicare requires a review of policies and procedures be done every other year. The board agrees they would prefer to go through this process annually.

- 5. **SDA Manual Review-** 2022 SDA Manuals are in. Let me know if you need one printed for your binder.

C. **Board Members Report-**

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

D. **Medical Director Report-**

- E. **Dental Director-** *Dr. Quigley had made prior commitments before we changed the date of the meeting and is unable to attend today*

- a. 90 Day Review with the BOD needs to be scheduled.
- b. **Equipment Update:** Referring to the Benco Quote- *'I would say it's a mandatory upgrade in essential equipment to provide the best quality of care I can offer'*
Dr. Quigley also shared: *'The other essential upgrade would be to purchase an implant restoration kit (Salvin brand has one for around \$750). This would allow our office to complete implant restorations, instead of referring this valuable service out I also realize the computers in dental are a constant issue. If Jen wasn't a computer whiz herself, we'd be unable to work frequently. Although not really a "dental" equipment upgrade, my hope is the Board would discuss this.'*

F. **Strategic Planning Update-**

- a. **Workshop update:** Bernie Krystyniak met with Welborn & Associates on fine tuning an agenda for the first 2 days of workshop. Janis is working on the agenda for the 3rd day. Bernie will keep Rachel and Jerry posted. Bernie would like to build in a follow-up in the spring to ensure that there is follow through with all of this planning.
- b. **Health Fair:** the health fair is scheduled for September 24th through 9Health365 from 8:00A-12:00P; the clinic will be closed afterward; Rachel is coordinating volunteers for the event.

G. **Any other items-**

- a. **Update on Snow Mitigation work:** Mike said the work should cost around \$7,500- \$10,000; ad is still running in Silver World

IV. MEETING-

- A. Consider any updates to and approvals of the meeting agenda.** Remove agenda items C, D and H.

Motion: Jerry Johnson
Second: Katie Elkins
Vote: All vote yes.
Motion: Motion carried.

B. Consider motion to add Jordan Kaminski as a board member.

Motion: Katie Elkins
Second: Hector Gomez
Vote: All vote yes.
Motion: Motion carried.

~~C. Consider approval of FAMILI participation~~

Motion:
Second:
Vote:
Motion

~~D. Consider approval of security updates.~~

Motion:
Second:
Vote:
Motion

E. Consider approval of Organizational Policy revisions. Approved with revisions.

Motion: Hector Gomez
Second: Jerry Johnson
Vote: All vote yes.
Motion: Motion carried.

F. Consider approval of Job Descriptions revisions. Approved with revisions

Motion: Katie Elkins
Second: Jerry Johnson
Vote: All vote yes.
Motion: Motion carried.

G. Consider approval of Benco Dental quote to upgrade dental equipment. Approved with Rachel requesting matching funds from the Endowment Fund.

Motion: Jerry Johnson
Second: Hector Gomez
Vote: All vote yes.
Motion: Motion carried.

~~H. Consider approval of Minutes from prior board meetings 07/26/2022:~~

Motion:
Second:
Vote:
Motion Carries

V. CITIZEN COMMENTS FROM FLOOR:

