

LAKE FORK HEALTH SERVICE DISTRICT BOARD OF DIRECTORS–SPECIAL MEETING

Today's Date is Thursday, October 25, 2018.

I. The regular monthly meeting of the Lake Fork Health Service District was called to order by Janel Warren at 9:40am.

The meeting was held in the Moseley Health Care Complex.

II. Roll Call: In attendance were board members: Janel Warren, Jerry Johnson, Scott Beedy, and Jami Scroggins. Mike Schell is excused. Jessica Whiddon, Tina Coniglio, and Nancy Zeller were also present. Malinda McDonald is the recording secretary.

Board of Directors:

President: Janel Warren

Vice-President: Jami Scroggins

Secretary: Mike Schell

Treasurer: Scott Beedy

Board Member: Jerry Johnson

III. Workshop

A. Executive Director Report– Medical patient counts through August 2018 were 2,369 vs 3,101 through August 2017. A difference of 732 less patients. Dental patient counts through August 2018 were 530 versus 510 through August of 2017. A difference of 20 more patients.

➤ **Financial–** Reminder that we adjusted property tax income to span over the entire year, so you will note significant changes in the tax income but it will balance out by years end. This will also effect monthly net income for this year.

Profit and loss YTD through August dental income is up by about \$8,600. Medical patient income is down by approximately \$43,000. Total income is down by about \$21,000 through August. Total expense through August is down by approximately \$8,700. Net ordinary income is down by about \$12,000. Total other income is down by about \$43,800 due to the change in tax reporting. Health district expense is down by approximately \$3,100. Net income is down by approximately \$52,800. If you look at the condensed income statement you will note that the comparative net income after adding tax income back in is -\$28,705 in 2018 compared to -\$11,752 in 2017 for a difference of about \$16,900 less in net income.

Looking at the month of August 2018 vs month of August 2017 we had an increase of about \$23,800 in net income.

The balance sheet shows cash in the bank around \$1,800 less than August of 2017.

Looking at the budget vs actual through August of 2018, dental income is better than budget by approximately \$6,700. Medical income is better than budget by about \$19,000. Total income is better than budget by about \$6,700. Total expense is around \$17,000 above budget. Total other income is about \$5,700 better than budget. Health district expense is about \$6,200 over budget. Actual net income is -\$28,705.39 with budget being predicted at -\$17,883.64. We are about \$10,800 over budget as of August 2018.

BOD members have a mail box in the reception area of the office. Please check those when you come in, at least monthly.

Budget- The board is looking over the proposed budget for approval at the November 15th meeting. Janel would like to see the *Billing Fees* taken off and changed to a *Contingency Fund*.

Jamie suggested upping the budgeted amount for *Sanitation* up by 25% due to an increase in transfer station fees.

To cut back on costs during the winter months Jess has cut the nursing staff to 1 nurse on Saturdays and Sundays. There is an on call nurse should the need arise.

Jess will be requesting funds from the Endowment Fund for a lab drawing chair.

We are DOT/CDL certified again. Ashley Mines will be doing those. There is an ad in the Gunnison Newspaper and The Shopper.

- **Business Development-** Massage therapy services are still available through the winter.
- **Community Relations- Personnel-** Consider change on organizational chart under Executive Director. This would be an addition of nursing staff concerning scheduling, business matters and human resources.

B. **President**

Reports: Janel would like for Jess to take a course on HR and Labor Law.

C. **Medical Director**

Reports: Consider adding verbiage to employee guidelines concerning no requirement for FMLA and protecting employment of minority classes when extended leave is requested. This does not apply to entities with less than 50 employees.

D. **Dental Director-**

None

IV. MEETING

A. Consider any updates to the meeting agenda:

Motion: To consider adding D. to update to the Organizational Chart.

Motion: Janel Warren

Second: Jerry Johnson

Vote: All vote yes.

Motion Carries

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

Motion: Approval of Minutes for the meetings- 09/17/2018.

Motion: Janel Warren

Second: Jerry Johnson

Vote: All vote yes.

Motion Carries

C. Consider motion to revise policy Admin 6, to include an item 8, All patients will be empaneled to the MD/Medical Director.

Motion: To revise policy Admin 6, to include an item 8, All patients will be empaneled to the MD/Medical Director.

Motion: Scott Beedy

Second: Jerry Johnson

Vote: All vote yes.

Motion Carries

D. Consider update to Organizational Chart:

Motion: To approve Organizational Chart as changed in the packet.

Motion: Janel Warren

Second: Jami Scroggins

Vote: All vote yes.

Motion Carries

V. CITIZEN COMMENTS FROM FLOOR:

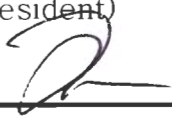
Jamie Scroggins wanted to thank Dr. Carr for her involvement in the search for a new EMS director.

Nancy Zeller will be leaving for the winter to travel. She will be missed and we hope she keeps us updated on her travels.

VI. Adjourn

Meeting is adjourned at 11:00am. Next meeting will be November 16 at approximately 9:00 a.m. in the Zeller Wellness & Education Center in the Mosley Health Care Complex.

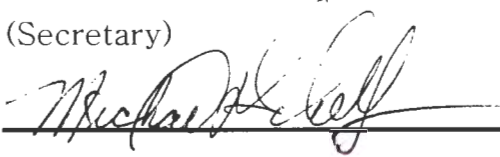
(President)



Date

11.15.18

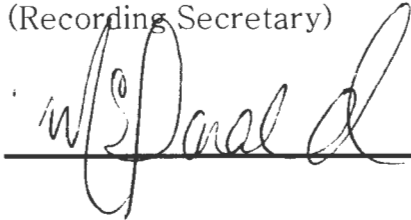
(Secretary)



Date

11-16-18

(Recording Secretary)



Date

11-16-18
