

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

The mission of the Lake Fork Health Service District is to serve the community with compassionate quality healthcare.

Today's Date is Tuesday, May 30, 2023.

I. The regular monthly meeting of the Lake Fork Health Service District was called to order by Lynn McNitt at 8:32 a.m.

II. Roll Call: In attendance were board members Lynn McNitt, Jerry Johnson, Katie Elkins, Jordan Kaminski and Hector Gomez. Also present were Bernie Krystyniak, William Gattis, Rachel Moore, Sherry Huisman, and John Quigley. Recording secretary is Malinda McDonald

Board of Directors:

President: Lynn McNitt

Vice-President: Jerry Johnson

Secretary: Hector Gomez

Treasurer: Katie Elkins

Board Member: Jordan Kaminski

III. Workshop

A. Swearing in of new Directors

B. Appoint Hunter Lear

C. Discuss Board Officers – Katie would like to continue as Treasurer. Lynn will continue as President. Hector will continue as Secretary. Jordan will become Vice President.

D. Discuss Updates to committees.

Finance Committee is Katie, Lynn, Dr. Gattis, and Rachel.

Personnel Committee- Lynn, Rachel, Dr. Gattis and Jordan.

Business Development- Katie and Lynn.

Community Relations- Katie and Hunter Lear

Facilities- Hector, George Carkin and Rachel.

E. Executive Director Report-

1. Financials-

a. March Financials & Patient Counts

Mar 2023 Medical Pts: 148	Mar 2022: 185
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Mar 2023 Dental Pts: 44	Mar 2022: 38
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b. Bank signers

i. Community Banks: Jerry Johnson will be removed, and Hunter Lear will be added.

ii. COLO Trust: Jerry Johnson will be removed, and Hunter Lear will be added as *read only*. Hector and Jordan will be kept on as *read only*. Lynn, Katie, and Rachel are authorized signers.

c. Conference rooms upgrade.

a. Tables: Buffy sent Rachel the Lifetime link to look at tables, Rachel shopped around at other sites and found some comparable at Webstaurant and Ace. It does matter the location you search for items; the prices are different.

b. Owl v Zoom: At an EMS conference I spoke with people who had used both. They said the Owl works better for a smaller group and the screen is narrow and hard to see. Zoom seemed to work better for larger groups. Rachel still does not have anyone scheduled to come for a site visit but has reached out to both Owl and Zoom for information.

- c. Replace Smart Boards with TVs: At a super Walmart in Lakewood TVs ranged from \$698-\$538 for a 75" (rolled back from \$798 & \$598) or \$318-\$248 (rolled back from \$368 & \$278) for a 50". There are three smartboards. We typically only use one and occasionally use two.
 - d. Mosely Health Care Complex building update: cracks were noticed in almost all the corners in the East facing exam/office rooms. Upon inspections, there are cracks in the South, and West facing walls as well as some internal walls.
- 2. Business Development-** Katie says there is money in "repair and maintenance" to help replace the hood vents in the apartments, which she feels need to be taken care of ASAP.
- 3. Community Relations-**
 - a. Snowshoe race update: Rachel has had to reschedule with Kate twice and now will be meeting in August to discuss details and expectations.
 - b. It has been suggested that we put BOD pictures on the website.: Has anyone sent pictures to Jim? We can take pictures today.
 - c. We may be able to sell LFHSD/LCAMC swag on the website.
- 4. Personnel-**
 - a. John Quigley's annual review- Dr. Quigley says that having an assistant with no real training is a challenge. Scheduling is a challenge as far as patients being scheduled for an appropriate amount of time. Dr. Quigley wanted to discuss compensation following his 1-year review. He wanted to thank the board for covering his licensing fees, malpractice insurance and the tuition for a course he attended in Dallas as well as lodging him when he is here and covering mileage. Dr. Quigley's goal is to bring as much money into this clinic as possible while providing quality care. The board appreciates everything Dr. Quigley has done and agrees he deserves an increase in compensation. He would like a 15% increase, which is a little over \$100 daily.
 - b. ADMIN Policies Review:
 - The revise and review dates will be updated to May 30, 2023 on all policies reviewed today.*
 - Executive Director will be added to ADMIN 15 for public comment.
 - remove general policy provisions #4 from ADMIN 17.
 - change mission statement policy in ADMIN 19
 - change mission statement policy in ADMIN 20
 - c. Celebrate Lake City is scheduled for June 13th at Town Park. Dinner will be provided.
 - The board has chosen Jerry Johnson as volunteer of the year for the LFHSD.
- 5. SDA Manual Review-** Chapter VII Property Issues

The range, number, and combination of property issues affecting special districts are vast. The following is merely an outline of potential property issues which a District may confront.

 - Acquisition Issues
 - Title Insurance & Title Documents: While not required in all instances, the purchase of adequate title insurance is usually recommended for the district's protection in acquisitions of real property.
 - Payoff Taxes: As a governmental entity, a District is exempt from paying property taxes.
 - Financing: A District has various means of financing the acquisition of real property.
 - Environmental Audits: While not required, an environmental audit is strongly recommended before the purchase or sale of any real property.
 - Surveys: While not required, a survey of the property to be acquired may be recommended.
 - Condemnation/Eminent Domain: Special districts have the power of eminent domain.
 - Easement, Leases, & Other Property Interests: Easements may be acquired by gift, purchase, condemnation (follow the guidelines), prescription, or acquiescence.

- Encroachment onto Public Property: Prescriptive rights cannot be acquired against a governmental entity. If a landowner encroaches upon District property, no property interest will be acquired which is adverse to the District regardless of the duration of the encroachment.
- Relationship to County & Municipal Powers: The District is subject to the regulatory controls of the county or municipality within which the district lies, primarily in these areas:
 - Zoning
 - Subdivisions
 - Building codes

F. Board Members Report-

- a. **Lynn** – “Thank you Jerry for being on the board since 2016 you are very much appreciated, and you are going to be very missed”.
- b. **Jerry**
- c. **Katie** – Katie has met with EMS and the Health District Board and has asked what the Med Center could improve on or what changes they would like to see. Tara Hardy and Jerry Gray would like to see H2O back in action. H2O was originally formed to support the Health Fair. Katie has discovered an H2O bank account with \$6000 in it. Research will be done into bylaws and what exactly does this organization do? One idea that came up for this money was to provide transportation to Gunnison for physical therapy, prescriptions, and things of that nature. Another thought was bringing back the cancer walk fundraiser to provide community support.
- d. **Hector**- regarding the apartment refresh, each unit now has a ceiling fan and new wall mounted TV’s, and Hector is looking into ventless hood vents for the kitchen stoves. All the light bulbs have been replaced with LED bulbs.
 - the generator is up and running.
 - propane fuel sensors have been purchased.
 - bullet proof glass has been installed in the reception area.
 - insulation tubing has been ordered to replace the worn-out tubing on the air conditioning systems.
 - there is a structural issue on the north wall behind the generator, it’s starting to deteriorate and fall apart. George Carkin has a coating he is going to put on the wall and during winter months Hector plans to put up some sort of wood paneling to keep the snow from brushing up against the cinder block.
- e. **Jordan**

G. Medical Director Report- the med center and EMS had a meeting about working together harmoniously and it went very well.

H. Dental Director

- Dr. Quigley, would like to know how to coordinate the computer issues with Jim.
- a digital dental scanner would be a game changer for dental treatments, it does not have to be a DDS operating it, anyone can.

I. Strategic Planning Update- Lynns next meeting with Janice Wellborn is June 28th and she will report on that in July.

J. Any other items- Hector is looking for sponsors for the “Stick Horse Show” on August 5th.

IV. MEETING-

A. Consider motion of any updates and approve the meeting agenda.

To consider a motion to approve a pay increase for Dr. Quigley and to consider a motion to approve bank signers and add a board member to the Endowment Fund.

Motion: Hector

Second: Jordan

Vote: All

Motion Approved

B. Consider motion to approve Hunter Lear as LFHSD board member.

Motion: Jordan

Second: Hector

Vote: All

Motion Approved

C. Consider a motion to approve a pay increase for Dr. Quigley.

Motion: Katie

Second: Hector

Vote: All

Motion Approved

D. Consider motion to approve the bank signers.

Motion: Katie

Second: Hector

Vote: All

Motion Approved

E. Consider motion to approve the Board of Directors Officers.

Lynn McNitt, President

Jordan Kaminski, Vice President

Katie Elkins, Treasurer

Hector Gomez, Secretary

Hunter Lear is the newest board member.

Motion: Katie

Second: Hector

Vote: All

Motion Approved

F. Consider motion to approve Committee Members.

Finance Committee is Katie, Lynn, Dr. Gattis, and Rachel.

Personnel Committee- Lynn, Rachel, Dr. Gattis and Jordan.

Business Development- Katie and Lynn.

Community Relations- Katie and Hunter Lear once sworn on to the board of directors.

Facilities- Hector, George Carkin and Rachel.

Motion: Jordan

Second: Katie

Vote: All

Motion

G. Consider motion to approve minutes from prior meeting- 04/25/2023.

Motion: Katie

Second: Jordan

Vote: All

Motion

VI. CITIZEN COMMENTS FROM FLOOR:

VII. Adjourn.

Meeting is adjourned at 11:19 a.m. Next meeting will be on Tuesday, June 27, 2023, at approximately 8:30 a.m. in the Zeller Wellness & Education Center in the Mosley Health Care Complex.

Lynn McNitt
(President)

6/27/2023
Date

Heidi R. Gray
(Secretary)

6/27/23
Date

Malinda McDonald
(Recording Secretary)

6/27/23
Date