

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

Today's Date is Tuesday, December 14, 2021.

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: Julie Stephens, Katie Elkins, Jerry Johnson, & Lynn McNitt. Also present were Bob Downs and Rachel Moore. Dr. Gattis and Jessica Whiddon were present via Zoom. Mike Schell was absent. Rachel Moore was recoding secretary.

Board of Directors:

President: Lynn McNitt
Vice-President: Jerry Johnson
Secretary: Mike Schell
Treasurer: Katie Elkins
Board Member: Julie Stephens

III. Workshop

A. Executive Director Report-

1. Financials-

- a. 2022 Budget Packet: no questions or concerns were raised
- b. October Financials and patient counts:
 - Jan-Oct 2021 Med- 3104 v. Jan-Oct 2020 Med- 2632
 - Jan-Oct 2021 Dental- 498 v. Jan-Oct 2020 Dental- 502
 - Dental income is up about \$6,000.00 from 2020
 - Medical Patient Fee Write offs are around \$29,000 less than 2020
 - Medical Patient Fees Collected were approximately \$86,000 more than in October of 2020
 - Dental expenses were down around \$24,000 from last year
 - Computer expenses are up about \$14,000 from last year
 - 2021 Insurance expense for October is about \$18,000 less than last year
 - 2021 Repair & Maintenance is down \$19,500
 - Sales Tax is up \$12,000 from 2020
 - Net Income is up around \$58,000 from last year
- c. EPL deductible: by lowering the deductible we will be raising our yearly contribution by \$1,715.00
- d. End of year bonuses: After talking to Jessica Whiddon-Bonuses are generally not included in a budget because they are based on performance; putting them in the budget then sets the expectation that this will be something employees can count on; last year was the first end of year bonus, in the past Jessica had given gift cards

2. Business Development- none

3. Community Relations- none

4. Personnel- As of several days ago there were no applicants on the website used to post the NP/PA position; Jessica had suggested to re-post on Indeed; the dental position has not yet been posted; Dr. Uchida said he'd reach out to the dentist in Creede to see if he'd be interested.

5. SDA Manual Review- Chapter IX- Tabor: Chapter IX- Tabor (Taxpayers Bill of Rights): one of the most significant and complex laws that applies to special districts; prohibits special districts from incurring multiple fiscal year financial obligations without voter approval, and also imposes tax, debt, revenue, and spending limitations; our manual 'strongly' encourages us 'to seek the assistance of qualified counsel regarding legal issues related to TABOR'

6. Admin Policy-12 Termination of Care: We discussed the Termination of Care Policy in the September 28 Board Meeting after a patient was released from Dr. Gattis' care. The changes that were made based on discussion at the board meeting were to change the following; Under statement of policy, dot 4-Add "offer" to provide resources and/or recommendations to help a patient locate another physician of like specialty.

Under dot 1- Change to Give the patient written notice by certified mail, return receipt requested. Removing "preferably". These have been done, however I did not see that they were approved in the next month's meeting.

There was also a suggestion or question that maybe we should change the reference from American Medical Association to Colorado Department of Public Health in relation the definition of abandonment. I reached out to Rachel Williams with Colorado Rural Health Center and her reply was that: *'it looks like someone from Lake City has added this statement into the policy template provided by CRHC. I am unsure where the definition for abandonment came from, but I think it might AMA. On their website they have information listed very similar to the wording used in your policy:*

[https://ama-assn.org/delivering-care/ethics/terminating-patient-physician-](https://ama-assn.org/delivering-care/ethics/terminating-patient-physician-relationship)

relationship. I also can't find any definitions related to termination of care on CDPHE's website.' So keeping the wording seems appropriate.

Bob disagrees because we are not under the AMA umbrella. He will get Rachel the name of the organization that uses the wording in our policy and Rachel will remove AMA.

7. Discuss 2022 meeting date and time: doesn't need to be approved until January meeting; next meeting the last Tuesday, Jan 25th at 8:30am

B. Board Members Report- Lyn thanked Rachel for the breakfast and organization. Asked on behalf of Sandy Hines how the generator would get moved and all questions regarding the move have been deferred to Jerry Gray. Katie Elkins reminded everyone to go to the bank with identification to sign paperwork

C. Medical Director Report- none

D. **Dental Director**- none

E. **Any other items-**

- a. Update on Capital Authorization 2021-02: there was some confusion in last month's meeting when it came time for approval that I did not catch. When we went to approval of this item the specific motion to approve was for the clinic generator to be transferred to the County.
- b. People have approached Bob regarding Katie being on the board and Melody working at the clinic. It has been discussed as a board that Katie can recuse herself for anything that directly affects Melody, there are many levels between Melody and the board as Melody is currently a part time Medical Assistant, Lake City/Hinsdale County is too small to not have overlap, and anybody that feels they need to voice their opinion is welcome to come to a board meeting
- c. We may need to look at hiring an NP/PA with fewer years' experience to keep the salary within our budget

IV. MEETING-

A. Consider any updates to the meeting agenda

Motion: Katie Elkins

Second: Jerry Johnson

Vote: all vote yes

B. Consider approval of Operation Budget Resolution 2021-02: with date changes

Motion: Katie Elkins

Second: Julie Stephens

Vote: all vote yes

C. Consider approval of Mill Levy Resolution 2021-03

Motion: Jerry Johnson

Second: Katie Elkins

Vote: all vote yes

D. Consider approval of 2022 Budget

Motion: Katie Elkins

Second: Julie Stephens

Vote: all vote yes

E. Consider approval for change of EPL deductible

Motion: Julie Stephens

Second: Katie Elkins

Vote: all vote yes

F. Consider approval of End of Year Bonuses with more accurate description in Budget (Year End Adjustment)

Motion: Jerry Johnson

Second: Katie Elkins

Vote: all vote yes

G. Consider approval of Capital Authorization 2021-02

Motion: Jerry Johnson

Second: Katie Elkins

Vote: all vote yes

H. Consider approval of Admin-12 Policy

Motion: Jerry Johnson

Second: Julie Stephens

Vote: all vote yes

V. CITIZEN COMMENTS FROM FLOOR: None

VII. Adjourn

Meeting is adjourned at 9:37 a.m. Next meeting will be on Tuesday, January 25, 2022 at approximately 8:30 a.m. in the Zeller Wellness & Education Center in the Mosley Health Care Complex.

(President)

Date

Lynn McDitte

12/14/2021

(Secretary)

Date

Michael Shell

2-22-22

(Recording Secretary)

Date