

West Custer County Hospital District
Meeting of the Board of Directors
November 21, 2019
Minutes of the Meeting

Attendance: Directors Present: Bob Tobin, Chair, Ann Evans, Treasurer,
Tom Shepard, Bob Weisenbach, Vice-Chair

Staff Present: Lisa Drew, Theresa Kennedy, Beth
Archuleta, Mary Bauer, Susan Carlin
Justine Beech

Guests Present: Barry Keene, Elliot Jackson, Ann Barthrop,
Lisa Kidwell

A quorum being present, Mr. Tobin called the meeting to order at 3:05 p.m. All meeting attendees stood and recited the Pledge of Allegiance to the American Flag.

Public Comments:

Introduction of guests. No public comments

Opening Comments from the Board:

None

Approval of Minutes:

The minutes of the Regular Board meeting on October 31, 2019, were reviewed.

- *Mr. Weisenbach made a motion to approve the Regular Board meeting minutes dated October 31, 2019. Mr. Shepard seconded, and the motion passed unanimously.*

EMS Report:

Ms. Archuleta presented EMS run report statistics, see attached report. Employee status remains the same. Grant Update regarding radios is that they are in and being tuned now with state ID's. State grant process has changed now goes through ImageTrend Elite. Ms. Archuleta will begin to build a profile for us for further RETAC funding and grants.

EMS Committee Report:

In Ms. Candelaria's absence Ms. Drew provided an EMS Committee report. At the last meeting the committee agreed to invite Jay Printz as an outside community member to the committee. Ms. Candelaria communicated this with him. Mr. Tobin asked for more information regarding the Wetmore issue. Ms. Drew proposed that she give her EMS report now. Ms. Evans shared her observations of the BOCC meeting she attended in November and Ms. Drew shared her observations of the BOCC meeting that she attended on November 13th. Ms. Drew read the

motion that the BOCC passed at the November 13th meeting to the group. She also stated that Mr. Printz questioned his peers to ask why now suddenly EMS is on the radar. He shared that prior to Florence EMS covering the Wetmore area EMS was never on the radar, and now it appears we want to take them over. At this time, it is understood that the 'out of the district' workgroup has been dissolved. As per the outcome of the November 13, BOCC meeting the BOCC were intending to send communication of the plans of the BOCC to Board Chair Mr. Tobin. To date, no such communication has been received. The EMS committee will continue to work on the long-term status of EMS including potential partnership with Fire, or becoming its own special district, a potential partnership with AMR or nothing at all changes. The committee will continue to meet and do our due diligence regarding the future of EMS.

Executive Director Report:

Ms. Drew reported, see attached report.

CFO Report/Finance Committee Report:

Ms. Kennedy reported, see attached report.

Grant Update:

Mr. Keene updated the group on Ms. Duran's progress. She is working with HRRMC with grant opportunities. Two of interest: 1) Colorado Health Foundation & 2) The Denver Foundation's Colorado Health Access Fund. Ms. Drew will contact Ms. Duran and schedule a call with the donor groups ASAP and communicate this information to the board as it becomes available. Also Ms. Archuleta reported a Bluegrass Festival donation was given to Custer County EMS for \$6000 & Ms. Drew reported that the El Pomar Foundation sent a \$2500 check for IT finances after HRRMC applied for this grant on our behalf.

Enterprise Zone Update:

Mr. Keene reported that he met with Jordan Hedberg from The Tribune regarding the Enterprise Zone status. He also met with Walter van Woudenberg regarding the status. Barry has been working on 'tag lines' for the EZ, for larger corporations in the area. He provided our first EZ contribution to Ms. Kennedy

New Business:

None

Schedule Next Board meeting:

The next board meeting will be held December 19, 2019

Adjournment:

Mr. Weisenbach made a motion to adjourn the meeting. Mr. Shepard seconded, the motion passed unanimously, and the meeting was adjourned at 4:25 pm.

Respectfully submitted,



Janny Candelaria

Secretary to the District Board

November 21st, 2019 WCCHD board meeting notes from Beth Archuleta; CCEMS Manager.

EMS Report

- Staffing-We currently have 14 crew members consisting of 10-EMT-Basics with 4 of them being full-time, 2-Drivers, 1-PRN Paramedic and 1-Full-time Paramedic.
- Run Statistics-For September 2019 we had 46 calls for service with 19 transports, 0 of 1-2nd calls needed mutual aid assistance and we have responded to 36 of the 42 2nd calls. Report given on other calls we responded to.
- Grant Updates-Spoke about the new State Grant system that will be on ImageTrend now. We will have to create our profile and write the grant on this new system. The previous State system was created by a gentleman that retired, two years ago and the system was outdated.
- Susan Carlin; EMS Administrative Assistant was introduced to the WCCHD board.
- Informed the board that we received a \$6,000 donation from the Bluegrass festival.

Executive Director Report Board Meeting 11/21/2019

1) HRRMC Partnership Update

- a. Colorado Rural Health was scheduled to complete a mock survey for us today and due to weather has been postponed. This survey is to give HRRMC a 'baseline' report of CCMC and how we are operating.
- b. Ms. Drew met with Mr. Morasko and members of Chaffee County Shuttle to discuss potential for pharmacy shuttle services.
- c. Specialist agreement with Dr Wool, cardiologist, employed by Colorado Springs Cardiology, working at HRRMC, is still pending with Centura legal thus awaiting a start date for him to begin seeing patients here.
- d. Ms. Drew has arranged for coverage from HRRMC when she is out on her medical leave beginning on December 12. Ms. April Asbury, VP of Patient Care Services will be available for clinical questions and Mr. Peter Edis, Chief Operating Officer, will be available for business questions side. Mr. Morasko also indicated he would be available to our staff if need be.
- e. Discussed agreement Mr. Morasko emailed Ms. Drew regarding the agreement between the Salida Hospital District and WCCHD. This needs to be named stamped with our information and back to the board for approval before December 2, 2019. Ms. Drew will work on this.

2) Clinical Operations Update

- i. We continue to interview for RN, LPN, MA or MLT/Phlebotomist
- ii. Hired Mary Bauer, Office Supervisor who started November 15.
- iii. Kasey Rains, Reception Specialist has moved to become the PT Specialist, as Traci Terry left to dedicate more time to her bus supervisor job.
- iv. All offices are in process of having carpeting replaced with hardwood flooring
- v. Policies & procedures will be loaded onto each computer for employee access, by the end of the day tomorrow.
- vi. Staff meeting at 7 am and holiday party is December 4th at 3 pm – join us
- vii. Schedule Annual Review – December 4th at 1pm?

3) EMS Update

- a. This report was given as part of the EMS committee report by Ms. Drew

4) IT Update

- a. We continue to work with our project manager for 1 more week.
- b. Ongoing work with computers and Aprima hiccups

Respectfully Submitted,

Lisa Drew, RN, BSN, MSN

Executive Director

Custer County EMS
OPS REPORT

For the 8 Month ended October 31, 2019

CHARGES SUMMARY	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	YTD Gross Revenue	2019 YTD Count
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Custer County EMS,	\$ 100	\$ -	\$ 50	\$ 100	\$ 350	\$ 150	\$ 50	\$ 250	\$ -	\$ 50	\$ 1,100	22
SO Blood Draws	27,493	26,923	23,805	33,205	23,295	35,968	41,963	41,688	43,263	26,255	323,835	12,953
A0425-Ground mileage	2,655	-	1,365	-	-	-	-	-	-	-	4,020	3
A0427-ALS1-emergency	19,595	19,955	15,410	24,755	17,265	27,595	30,925	30,195	31,640	18,235	235,570	266
A0429-BLS-emergency	1,615	-	-	-	-	-	-	-	-	-	1,615	1
A0433-ALS 2	1,050	300	900	300	300	450	600	-	300	150	4,350	29
A0998-Treat and Release	\$52,508	\$ 47,178	\$41,530	\$58,360	\$ 41,210	\$64,163	\$73,538	\$72,113	\$75,203	\$44,690	\$ 570,490	270
Total Custer County EMS												

# Transports	
Transport Revenue	\$241,205
2019 AVE Rev Per Transport	
Less Mileage	\$ 893

COMPARED TO 2018 YTD

Custer County EMS,

	YTD 2018	2018 YTD Count	Over (Under) Prior Year	Count Variance	% Change
SO Blood Draws	\$ 1,100	22	\$ -	0	0.00%
A0425-Ground mileage	276,511	11,060	47,324	1,893	17.11%
A0427-ALS1-emergency	44,085	35	(40,065)	-32	-90.88%
A0429-BLS-emergency	173,665	190	61,905	76	35.65%
A0433-ALS 2	9,055	6	(7,440)	-5	-82.16%
A0998-Treat and Release	11,700	78	(7,350)	-49	-62.82%
Total Custer County EMS	\$516,116		\$ 54,374		10.54%
Trans #		231		39	
Trans Rev		\$226,805		\$ 14,400	
2018 AVE Rev Per Transport					
Less Mileage		\$ 982			

COLLECTION RATE ANALYSIS -12 Month Rolling-90 Days Prior	12 Months Ended 7/31/2019	% Claims	Coil Rate After Contractual-Bad Debt
Medicare	150	37.50%	34.47% Est
Medicaid	78	19.50%	11.52%
Commercial	76	19.00%	37.77% Est
Self-Pay	96	24.00%	50.12%
Overall Average	400	100.00%	31.48%

CLUSTER COUNTY EMS - AR Aging

As of October 31, 2019

Insurance	CurrentBalance	Age31_60	Age61_90	Age91_120	Age121_180	TotalBalance	Credit/Unapplied
AARP Medicare Supplement	-	192.38	-	-	-	192.38	-
AETNA	-	195.43	-	-	-	195.43	-
Auto	-	-	2,300.00	-	-	2,300.00	-
BCBS	-	476.73	2,688.65	2,325.00	-	5,490.38	-
Blue Cross blue Shield Supplement	-	192.38	-	-	-	192.38	-
Blue Cross Medicare Advantage PERA	2,342.50	-	-	-	-	2,342.50	-
CIGNA Supplemental	-	-	-	-	177.14	177.14	-
County Worker's Copensation Pool	2,325.00	-	-	-	-	2,325.00	-
Friday Health Plan	-	150.00	800.00	-	2,075.00	3,025.00	-
Health	-	2,125.00	-	-	-	2,125.00	-
Kaiser - Claims Administrator	-	2,197.50	-	-	-	2,197.50	-
Kaiser Self Funded	-	-	2,567.50	-	-	2,567.50	-
Kaiser/Employers Mutual Ambulance Billin	-	2,175.00	-	-	-	2,175.00	-
Liberty Healthshare	-	-	-	2,497.50	-	2,497.50	-
Medicaid	10,280.00	646.70	2,150.00	-	-	13,076.70	-
Medicare	22,675.00	1,960.00	-	-	-	24,635.00	-
Plan 161 Prime	-	2,042.50	-	-	4,510.00	6,552.50	-
State Farm Claims	-	-	-	-	1,810.00	1,810.00	-
Tricare for Life	2,460.00	171.04	2,250.00	-	-	4,881.04	-
VA	-	6,692.50	-	912.50	8,752.32	16,357.32	-
Werner Enterprises, Inc	-	-	-	-	800.00	800.00	-
Total Insurance AR	40,082.50	19,217.16	12,756.15	5,735.00	18,124.46	95,915.27	-
Patient Balance	4,607.50	2,423.08	8,226.45	10,566.40	19,335.30	45,158.73	(3,090.75)
Total AR Balance	44,690.00	21,640.24	20,982.60	16,301.40	37,459.76	141,074.00	137,983.25
% of Balance	31.68%	15.34%	14.87%	11.56%	26.55%	100.00%	-

1. No Financial reports this month due to E.H.R. Transition. Update on E.H.R. Transition as it relates to financial statements.
 - A. Per biller they believe they have the solution to pull data from Aprima to bill
 - B. Test run was supposed to happen this morning (Nov 21), delayed due to paper charting period not having insurance uploaded in charts – we are correcting that now.
 - C. Once paper chart insurance issues are rectified, biller will pull October charts to bill. If successful, November charts will follow
 - D. Thru this process, bugs continue to be found and fixed as we go.
 - E. No billing has occurred since October 1, 2019, so cash flow is drying up. Will need to pull from reserve. Once claims go out, funds should start flowing within 3-4 weeks.
2. Banking Challenges – United Business Bank (UBB) had huge challenges during their changeover. Timing of funds being received ACH seem challenged. We were successful with our first direct deposit for payroll. I am monitoring accounts daily. UBB cut off consumers from their old accounts several days prior to the change. This is requiring everyone to contact UBB to get activity printouts. We have no access to our October bank statement for our operating account. Still waiting on that to be printed locally to allow for Octobers GL/Cash reconciliation.
3. EMS Cost report has been finalized but not filed. It is due November 27, 2019. Waiting on review from Ms. Archuleta and Ms. Drew before submitting. Report does not provide any “estimated” reimbursement. Reimbursement amounts will not be provided until mid-2020.
4. E.H.R. transition also caused delay in EMS billings due to same coder working both clinic and EMS. All October Claims have now been billed. YTD Charge Summary and AR Aging reports are attached. Full reports will be provided when October is closed. EMS Administrative Assistant is on board and assisting with following up on unresolved claims.
5. Final Bill from CTI received for IT changeover. Gross fees were \$69,800 but that does include an annual labor contract for service. \$25,000 was paid down in June 2019, leaving a balance of \$44,850. Waiting on CTI to provide me with how many hours of support we have remaining. 2nd installment of 5 from Aprima is now due - \$10,908.20. Money from ColoTrust will be transferred in to cover the expense.
6. 2020 Budget – Custer County Assessor has given final valuation of property. Fremont County will not release final valuation until December 2, 2019. Once received, the budget can be signed as final, submitted to DOLA and certification of tax levies delivered to Custer and Fremont Counties.