

West Custer County Hospital District
Meeting of the Board of Directors
January 28, 2021

Minutes of the Meeting

Attendance: Directors Present: Tom Shepard, Vice Chair, Barry Keene, TC Smythe

Absent: Bob Tobin

Staff Present: Theresa Kennedy, Rob Fogel, Ann Evans

Guests Present: Elliot Jackson

A quorum being present, Mr. Shepard called the meeting to order at 3:07 p.m. All meeting attendees recited the Pledge of Allegiance.

Public Comments:

No public comment.

Opening Comments from the Board:

Approval of Minutes:

The minutes of the Regular Board Meeting on December 31, 2020 were reviewed.

- Mr. Keene made a motion to approve the Regular Board Meeting. Minutes dated December 31, 2020. Ms. Smythe seconded, and the motion passed unanimously.

Secretary Board Position:

TC Smythe has expressed interest in the position.

Mr. Keene moved and Mr. Shepard seconded to approve TC Smythe to as Secretary for the Board of Directors of West Custer County Hospital District. The motion passed unanimously.

EMS Report:

Mr. Fogel presented EMS run report statistics, see attached report. Staffing is stable. The chassis for Med 3 has been delivered and is in Golden for the remount. We have received our CVRF funds of \$15,000. The State has extended

those funds through 2021. We have not received any further information on the fitness grant. The Calls for ambulance service were up 7% in December over December 2019. YTD Calls increased 12 %. Annually we had 57 second calls. Mutual aid 10 times. I expect that to go down since the mill levy failure in Deer Mountain. We have an obligation to cover out county. There are located in Fremont county. Mr. Keene requested written information on this procedure. There is no legal requirement for us to respond. We will respond if we are able. A copy of the MOU will be sent to the Board. Deer Mtn typically has 300 calls per year. They are currently working towards an agreement. Ms. Smythe requested the MOU be placed on the website. We have numerous MOU's so decided not to place them on the website.

Mr. Shepard requested the Year total for Wetmore. It was 19.

EMS has been assisting with the Covid vaccination program through Custer County Public Health.

EMS Task Force Report:

Mr. Shepard reported there was nothing new to report on renewing the previous relationship with Florence. Florence is pursuing legal representation for creating a new special district.

Executive Director Report:

Resolution on posting agenda: (See attached)

Resolution was sent out to the Board for their review. Mr. Keene moved and Ms. Smythe seconded that the meeting agenda be posted on the website.

The Transparency document is in the process of being updated and will be posted on the website and sent to the appropriate people in the county.

Mary Bauer and I are working on updating the website. I requested pictures from Mr. Keene and Ms. Smythe.

Ads for the Executive Director position have been placed in both papers. If we don't get a satisfactory response I will remain in the position if the Board desires and placed an ad looking for a Board replacement positions.

Mr. Shepard stated that Ms. Smythe and Mr. Keene needed to run for reelection in May 2022. Ms. Evans stated the next election cycle in May of 2023.

Mr. Shepard requested that we get a replacement Board Picture and add EMS to the website.

Advisory Board Report:

The Advisory Board met on January 21, 2021. IT was a convening meeting. We will meet again next month and then move to a quarterly meeting. They are 171 new patients. However, the overall volume for the first quarter is down. Ms Fagerberg, HHRMC CFO is working on the cost report for the first quarter. We have not paid the minimum mill from the contract for the first quarter and will most likely need to pay the maximum for this first quarter since the volume is down. That payment is not due until the cost report has been completed.

New services have been added to benefit the community including cardiology, GYN, Audiology. Othro and Opthmalogy continue and they will be beginning telemedicine in February. They have also purchased a van and will begin to transport patients for appointments in the near future.

Mr. Keene requested additional cost info. Since they have incurred additional cost think we need some metrics New patient visits and Visits per day. What is our break-even metrics? We need to understand their increased cost profile.

Mr. Keene stated, "I didn't bring it up at the advisory board meeting but maybe we need to add to the next advisory board meeting." We have 18 months before we have contract negotiations. We didn't have any cost data at the first advisory board meeting. I am requesting transparency on their cost data. Mr. Shepard stated we have to remember this is a strange year and with the impact of Covid; it is not surprising that the max mill levy will be needed by Heart of the Rockies.

Mr. Shepard stated, Dr. Stephens has been well received in the community and that all comments about him have been positive.

CFO Report/Finance Committee Report: (see attached report)

Clinic revenue was down 17% in 2020 compared to 2019. Encounter rate decreased 26 % and 7 % in PT. Charges per encounter way down We were down to 16 patients per day.

EMS ALS transports are up to 36 this year from 4 last year. Collection Rate is down for EMS. We are in the process of analyzing it. PT is right on with the Collection rate.

Prepaid insurance and Section 125 have not been balanced out.

Inventory is estimated at this point.

Cost report for the Clinic. We have received stimulus money and we don't know what the impact will be due. I will hope to complete by May.

We set up a new account for mill levy money to pay them the guaranteed amount. We will query them on how they would like to be paid. Monthly or quarterly.

We have negotiated with our biller to help with the billing for another month.

We will record the assets as a donation. It is to be determined whether it is at a depreciated value or fair market value.

Ms. Kennedy reviewed the balance sheet and income statement including the split between EMS and the Clinic.

Mr. Keene ask if there was still a Finance committee and we stated that we met last night. But we haven't met in the past. Mr. Keene requested that we attempt to get the finance reports out earlier. He was concerned with his effectiveness to review if the materials. With the software crash, we were delayed in getting information out to you.

Ms. Smythe will be added to the Finance committee.

Enterprise Zone Updates:

Mr. Keene talked with Heart of the Rockies foundation regarding overlapping donations. Donors will need to specify whether it is for operations (HHRMC) or facilities and EMS (WCCHD). Ms. Symthe suggested it be zip code or geographically based. We will need to determine a methodology.

New Business

Mr. Keene suggested that one person might be a revolving person on the advisory board with one fixed person who would be Tom. I think it would be beneficial for all Board members to participate on the advisory board. Mr. Shepard suggested Ms. Smythe and Mr. Keene get together and come up with a proposal for our next board meeting. I recommend Ms. Smythe sit in on the next meeting. The next advisory board meeting is February 18, 2021.

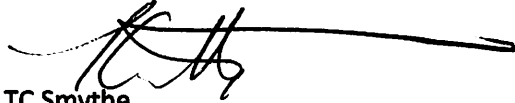
Schedule Next Board Meeting:

The next board meeting will be held February 25, 2021 at 3 pm.

Adjournment:

– Mr. Keene made a motion to adjourn the meeting. Ms. Smythe seconded, and the motion passed unanimously, and the meeting was adjourned at 4:25 p.m.

Respectfully submitted,



TC Smythe
Secretary

EMS Report 1/21

Staffing: One Medic was terminated for medical documentation errors. Another Medic has begun FI and should be cleared at the end of the week.

Grants: Work has begun on Med 3. Peak Motorcoach believes the rig will be ready by the end of April. Two further LUCAS devices have been delivered and CVRF funds will be requested for reimbursement. No word on the 555 Fitness Grant.

Call Volume: Total call volume was off 10% from the previous year, with a 12% reduction in transports. In raw numbers, 2020 saw 17 transports, 2021 saw 15. Calls for service resulting in transport were: 2019- 40%, 2020- 41%, 2021- 41%.

East Custer County: Two calls for service to date. Both were agency assistance requests, i.e., standbys for fires, etc.

CRA Meeting: I attended a meeting of EMS department heads under the auspice of resolving excessive dispatch times. It seems several volunteer agencies in Fremont County are unable to meet the demands of their taxpayers. Fundamentally, the agencies in question understand their responsibility. CCEMS has MOUs with some of these agencies, but these are for extraordinary circumstances. That message was relayed and affirmatively received.



Custer County EMS
 West Custer County Hospital District
 704 Edwards, Westcliffe, CO 81252
 Business: 719-783-4447
 Fax: 719-783-2086

Ambulance Run Percentage Report

Jan 2021

		Month of	Jan			
<u>Total calls to date</u>				<u>Total transports to date</u>		
Total calls to date	Jan 2019	48	Total transports to date	Jan 2019	19	
Total calls to date	Jan 2020	41	Total transports to date	Jan 2020	17	
Total calls to date	Jan 2021	37	Total transports to date	Jan 2021	15	
% change (+ or -)	2019 & 2020	-14.58%	% change (+ or -)	2019 & 2020	-10.53%	
% change (+ or -)	2019 & 2021	-22.92%	% change (+ or -)	2019 & 2021	-21.05%	
% change (+ or -)	2020 & 2021	-9.76%	% change (+ or -)	2020 & 2021	-11.76%	
Mutual Aid Calls	Jan 2020	0	2nd Calls	Jan 2020	4	
<u>Year to date</u>		<u>1 Months Ended----- Jan</u>				
<u>Total calls to date</u>			<u>Total transports to date</u>			
Total calls to date	Jan 2019	48	Total transports to date	Jan 2019	19	
Total calls to date	Jan 2020	41	Total transports to date	Jan 2020	17	
Total calls to date	Jan 2021	37	Total transports to date	Jan 2021	15	
% change (+ or -)	2019 & 2020	-14.58%	% change (+ or -)	2019 & 2020	-10.53%	
% change (+ or -)	2019 & 2021	-22.92%	% change (+ or -)	2019 & 2021	-21.05%	
% change (+ or -)	2020 & 2021	-9.76%	% change (+ or -)	2020 & 2021	-11.76%	
YTD Mutual Aid Calls	2020	0	YTD 2nd Calls	2020	57	

**Board Resolution
January 28, 2021**

The West Custer County Hospital District will post the 24 hour agenda notice on the District Website.

West Custer County Hospital District – Financial Board Report

February 25, 2021

Presented by: Theresa Kennedy

As previously agreed, we will be presenting full financials on a quarterly basis with the first quarter of 2021 presented at the April 2021 Board meeting.

Financial Updates:

1. The COVID expense sheet applied to Stimulus Money received has been completed utilizing approved expenses from March thru October 2020. There were sufficient expense items to allocate to all stimulus funds received. We are still awaiting reporting guidelines to report the COVID expenditures to the government.
2. The clinic's final cost report has been started – it is due on April 30, 2021
3. Clinic billing continues to be cleaned up by our biller – they had committed thru February. We have an email out to see they will stay on thru March. Clinic AR as of January 31, 2021 was as follows: Physical Therapy; \$731.38; Clinic \$17,405.01
4. We are working to make EMS financial reporting more visual. This month we are presenting the revenue report as historically presented and in a graph. Next month we hope to move on to the collection rate and then with our April Financials should be back to the above two and the AR Report. Since 2020 will be a challenging year to compare to due to COVID and decreased utilization, we are pulling in 2019 to get a better perspective. The graph is on the COUNT of a particular service and includes the count for the non-revenue occurrences in which we responded to a scene, but the patient refused transport or were transporting themselves and that interaction could not be billed as a treat and release.
5. Mary Bauer is on board assisting with EMS/Clinic accounting daily functions. Starting in March 2021, Ms. Bauer and Stephanie Urban will work as a team and handle the EMS Accounts Receivable process.

Custer County EMS

JANUARY 2021 REVENUE - Prior Year Comparative

<u>Service Provided</u>	<u>January 2021</u>		<u>January 2020</u>		<u>Jan21 to Jan20 Diff</u>		<u>Cour</u>
	<u>Count</u>	<u>Charges</u>	<u>Count</u>	<u>Charges</u>	<u>Count</u>	<u>Charges</u>	
Blood Draws	0	-	1	50.00	(1)	(50.00)	
Mileage	792	19,805.00	981	24,522.50	(189)	(4,717.50)	110
ALS2	0	\$ -	0	-	-	-	
ALS1	7	8,525.00	3	4,030.00	4	4,495.00	
BLS	10	8,745.00	17	15,185.00	(7)	(6,440.00)	2
Treat & Release	3	450.00	3	450.00	-	-	
TOTALS		<u>37,525.00</u>		<u>44,237.50</u>		<u>(6,712.50)</u>	

January EMS Services - 3 Year Comparison

