

Agenda WCCHD Board of Directors Meeting, Thursday June 29, 2023, at 3:00 p.m.

In-Person and Zoom Meeting

Location: Custer County Rural Health Center Grosslight Conference Room.

Join Zoom Meeting

<https://us02web.zoom.us/j/81723174535> Meeting ID: 817 2317 4535

Call to Order and Quorum Check

1. Pledge of Allegiance
2. Public Comments — each person must register at the meeting and will have up to three minutes for comment. Please email admin@westcustercountyhospitaldistrict.com written comment 24 hours ahead.
3. Opening Comments from the Board
4. Approval of Minutes - Ms. Golden
 - a. Regular Board Meeting May 25, 2023
5. Long Range Planning Committee – Ms. Golden, Ms. Kaiser, Mr. Tobin
 - a. Report on meeting
6. EMS Report(s) – Ms. Giebeig & Ms. Beach
 - a. Metrics of Success, Employee Development & Retention
 - b. Stop the Bleed training(s), HB23_1213 Review / Plan of action, if any
 - c. June column topic
 - d. Run Report / Captivate ref.
7. Clinic Update – Ms. Ahlers & Ms. Roberts
8. Financial Report - Mr. Neches, Ms. Builder, Mr. Keene
 - a. General Finance Report
 - b. 2022 Audit progress good but extension request likely.
 - c. 2024 Budget development
 - d. EMS Wage structure for 2023 - 2024
9. Management Misc. Ms. Builder, Mr. Neches, Ms. Kidwell, Mr. Keene
 - a) Pharmacy Development Progress CoO application target 6/30/23
 - b) 2022/2023 Medicaid Cost Report kickoff July 1
 - c) SDA Workshop
 - d) Advisory Council Meeting, high points
10. Executive Session

New Business/Reminders:

11. Next Board meeting —Thursday July 27, 2023
12. Next Long Range Planning Committee meeting, semi-monthly schedule July 10, 2023
13. Next WCCHD/HRRMC Advisory meeting September 21, Mr. Neches and Mr. Keene attending.
14. Adjourn

I hereby certify that the above Agenda was posted to www.westcustercountyhospitaldistrict.com 24 hours prior to the scheduled meeting as per Colorado HB 19-1087. By: Melody Builder, Office Manager Date: 06/27/23

**West Custer County Hospital District
Meeting of the Board of Directors
June 29, 2023
Minutes of the Meeting**

Directors Present: Mr. Tobin, Mr. Keene, Mr. Shepard, Ms. Golden, Mr. Neches

Staff Present: Ms. Builder, Ms. Beach, Ms. Kidwell, Ms. Ahlers

In Attendance: Ms. Jackson

A quorum being present, Mr. Tobin called the meeting to order at 3:00 p.m. All meeting attendees recited the Pledge of Allegiance.

Public Comments: N/A

Opening Comments from the Board: Ms. Golden announced that she will be traveling and will be pre-excused from the July Board meeting.

Approval of Minutes: Regular Board Meeting May 25, 2023, moved by Ms. Golden and seconded by Mr. Neches

Long Range Planning Committee: Ms. Golden stated there has not been long range planning committee meeting since last month. She has information that may give some insight from a contact at a similar size hospital board and community along the coast of Texas. Mr. Tobin acknowledged the email handout, stating it was interesting and could stimulate conversation at the next meeting.

EMS Report: Ms. Beach gave an update on employee development and retention, one EMT is going through the advanced EMT program, and he is almost done with it. On the training front, Ms. Beach took the Stop the Bleed instructor course through UC health and has been talking to Robyn Knappe, Office of Emergency Management (OEM). She wants to get some classes going in August. Ms. Beach reported that the July article will be about the trucks. She also presented the RUN Report, pointing out that in May there were 5 Flight Transports. There is 21 YTD, last year's total was 25. Mr. Keene pointed out there are 12 Lift Assist YTD. Mr. Keene spoke on the Captivate Financial report referring to several lines and said that he is learning more about how to use this report for the 2024 budget development. Mr. Keene touched on the revenue loss incident from a recent credential problem. Ms. Beach spoke on recruitment possibilities, which should reduce the need for excessive OT hours.

Clinic Update: Ms. Ahlers went through the report for May, stating the overall primary care visits for the month were 639. The total number of visits including specialty docs at 682 and new patient visits at 71, still holding strong on new patients. The prescriptions that came in for May were 298 which is low, she believes once the pharmacy is completely done and functioning the count will go up. She told of highlights from the last quarter. They added a high low bed to the ortho exam area at the request of Dr. Perez for patient safety. A Pharmacist was hired, and she is currently training in Salida. Dr. Stevens will be adding Mondays to his schedule. Dr. Beauprez from Salida will come to clinic on Friday's, twice a month starting the end of July. She will be doing OB patients because that is her specialty, and she will also help with walk in patients. Ms. Ahlers stated they are participating in the 4th of July parade, some of the group is going to ride the float, Dr. Stevens will be patient on a Gurney.

Financial Report: Mr. Keene referenced the Profit and Loss statement, highlighting that there are significant non-typical expenses. There has been a great deal of remediation work on the clinic building in the last 12 months, by the end of this year the bulk of that will be done. Ms. Kidwell said that the lighting is being transitioned to LED and she researched and found a rebate from the electric company to recover the entire cost, not including labor. Ms. Builder gave an update on the 2023 audit, there is a delay due to the early 2022 numbers being off. Mr. Keene said a form will be signed by the end of July to ask for an extension from the state. Mr. Keene reported that he and Mr. Neches and Ms. Builder are working on the 2024 Budget development. A line-item budget created using Quick Book tools and the 3-year comparative budget is going to simplify the process. Mr. Keene said that once the numbers are received in mid-August re: Mill Levy amount, the board will have a special Study Session. Mr. Keene referred to the CCEMS Wage Rates worksheet with the explanation of the projection model used. After brief discussion, Mr. Keene made a motion to adopt the new EMS wage rate, seconded by Mr. Tobin, all were in favor.

Management Misc: Mr. Keene suggests everyone tour the pharmacy today. Ms. Kidwell reported that all codework is done. The electric roll down door installation is expected in July. Saturday the plumbing and electricity will be completed. Monday she should be ready to call the inspectors out for inspections. Hopefully, the Certificate of Occupancy (CO) will be obtained in the 1st week in July. Ms. Builder reported on the SDA Workshop she attended on June 12, a good refresher on the regulatory requirements. Mr. Neches reported on the WCCHD/HRRMC Advisory Council meeting he attended on June 22nd. There was a \$22,000 profit in the 1st QTR. Mr. Keene said the next contract negotiation with HRRMC is the third quarter 2024, there will be discussion on converting the discretionary fund from a mill-levy term to a dollar amount.

Executive Session: Mr. Keene made a motion to move to an Executive Session and seconded by Mr. Neches. After a brief executive session, the board re-convened publicly. Mr. Keene announced Ms. Builder's personnel evaluation, job description, and salary change vote.

New Business/Reminders:

Next Board meeting — Thursday July 27, 2023.

Next WCCHD/HRRMC Advisory meeting — September 21, 2023

Next Long Range Planning Committee — TBD

The meeting adjourned at 4:15 pm. Motion made by Mr. Keene and seconded by Mr. Shepard.

Respectfully submitted,

Melody Builder