

LAKE FORK HEALTH SERVICES DISTRICT

BOARD OF DIRECTORS- REGULAR MONTHLY MEETING

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

Today's Date is Tuesday, February 25, 2025

I. The regular monthly meeting of the Lake Fork Health Services District was called to order by Lynn McNitt at 8:30am.

II. **Roll Call:** In attendance were board members Lynn McNitt, Katie Elkins, Bob Downs, and Greg Olson. Also in attendance were Sherry Huisman, Rachel Moore, Sarah DeCristino, Stom Gozzola, and Marcia Connell. Attending via Zoom were Bernie Krystyniak, Ann Treisman, Sarah Moody, Katherine Heidt and Linda Downs. The recording secretary is Rachel Moore.

Board of Directors:

President: Lynn McNitt

Vice-President:

Secretary:

Treasurer: Katie Elkins

Board Member: Greg Olson

Board Member: Bob Downs

III. Workshop

A. Medical Director Report

- a. Loan Payment Request: see attached emails; Dr. Treisman is requesting \$25,000 per year for three years towards her student loan. She is ineligible to apply for the HPSA loan repayment due to her part-time status at LCAMC. Bernie Supports the retention idea and would be willing to present a match to the Endowment Board. Rachel will send a request to Bernie once the matching amount is determined.
- b. Personnel Report: There is some pushback from staff regarding opening on Saturdays. Ann has providers available starting May 24th. Rachel is working on getting a weekend receptionist back. A community survey was suggested to see what the community would like.
- c. ~~Workman's Comp Policy~~

B. Strategic Plan-

1. Financial (Lynn, Katie)-

- a. Review and update Strategic Plan: Katie reviewed the P&L noting the decrease of \$12,101 in line 400.9 Patient Fee write off, an increase of \$16,075 in line 400 Patient Services Revenue, several line items without expenses last year, namely in Dental a decrease of \$6,000 in IT and an increase of \$9,575 in line 750 supplies leaving a deficit of \$33,238. Rachel will check on lines 670.5 malpractice (no expenses), 723 pharmacy and medications (increase of \$5,257), 750.2 medical (increase of \$4,850) and 902.1 HC sales tax amount of \$15,000 that has not yet been distributed.

2. Employee Environment:

- a. Review and update Strategic Plan: Bob will now be the lead on this committee
- b. Lynn will reach out to the CRA rep and set up a time for the Recruitment and Retention Committee to meet and discuss the retirement options.

3. Marketing Plan (Greg)

- a. Review and update Strategic Plan: Greg went over his marketing updates (see attached), discussed a Commissioner's meeting where the possibility of a Mill Levy increase was discussed, and reviewed the snow shoe scramble.

C. **Change of LFHSD Board meeting day:** Greg requests a change to accommodate a prior obligation to attend another board meeting that is on the same days as the LFHSD BOD meetings so he can be on time to LFHSD and not miss the end of the other meeting.

D. **LFHSD Board meeting recording secretary:** requesting that Sarag DeCristino be added as a recording secretary. She is the new Administrative Assistant.

E. **Board Member Committee Reports**

1. Finance (Katie, Lynn, Ann, John, Rachel)

i. January Financial Report: See attached JSF Reports.

January Patient Counts

January 2024 Dental 49

January 2024 Medical 217

January 2025 Dental 59

January 2025 Medical 195

2. Personnel (Lynn, Rachel)

i. Employee Guidelines: Rachel is still finalizing the attorney.

3. Business Development (Lynn, Greg):

i. Staff requested conducting a community survey to help make informed decisions for Saturday hours, after hours services and regular clinic hours.

ii. Greg suggested approaching local businesses to post our services and reaching out to new business owners.

4. Community Relations (Katie, Greg):

i. Suggestion to reach out to Senior Connections to provide medical related information and offer a flu clinic at a luncheon

ii. Snowshoe Scramble Follow-up

1. Race Day Registrations (approximate)

a. 12 5k

b. 4 1mi

c. 13 shirts

2. Preregistrations

a. 40 5k (only 6 without shirts)

b. 15 1mi

c. 17 shirt add-ons

d. 10 no shows

3. 2025 Snowshoe Race Follow-Up:

a. Don't start registration early; wait until everyone is set up and ready; be organized

b. Have more \$1s

c. Move tables behind the start finish

d. Have sharpies to write with; pens don't work well in the cold

e. Print more waivers

f. Be prepared to accept all types of payments; maybe a QR code for Venmo

g. Have a designated sweeper (or 2) to follow last finishers

h. Start gathering sponsorships in the fall (Oct or Nov?)

i. More clipboards

j. Separate bibs for 5k and 1mi participants

k. Sunscreen

l. A second generator

m. Lake or course map

n. Yard games for spectators and early finishers

o. LCAMC marketing materials

Motion carries

F. Consider motion to approve minutes from prior meetings- 01/28/2025. Rachel changed the year from 2024 to 2025

Motion: Greg Olson

Second: Katie Elkins

Vote: all vote yes

Motion carries

VI. CITIZEN COMMENTS FROM FLOOR: NA

VII. Adjourn.

Meeting is adjourned at 10:23am. Next regular Board meeting will be on Tuesday, March 25, 2025 at approximately 9:00am in the Zeller Wellness & Education Center in the Mosley Health Care Complex.

Lyndy McDitt
(President)

4/29/25
Date

Rachel
(Recording Secretary)

2/25/25
Date

5. Facility Maintenance (Rachel, Danny)-

- i. EMS contract does include electric and can be charged the contract rate of 31.5% for the generator upgrade grant. See the attached email from the Emergency Manager, Phil Graham explaining the reimbursement.

F. Executive Director's Report:

1. Recruiting Report:

- i. Administrative Assistant position: as mentioned earlier, Sarah DeCristino took this position.
- ii. Medical Assistant: Hired Jodi Linsey as the new part-time medical assistant. Will post again for another PRN/part time medical assistant to be fully staffed for the summer. Already received three possible applicants
- iii. Weekend Reception: Posted a PRN/part time receptionist position; one application received

G. Dental Director: NA

H. Any other items: NA

IV. MEETING- workshop closed at 10:17am

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

Motion: Greg Olson

Second: Katie Elkins

Vote: all vote yes

Motion carries

B. Consider motion to approve Dr. Ann Treisman's loan payment request. Begin in 2025 with a match from LCMC Endowment Board to provide \$25,000 per year in 2025, 2026, & 2027 in lieu of a salary adjustment; Rachel will send a request to Bernie.

Motion: Katie Elkins

Second: Greg Olson

Vote: all vote yes

Motion carries

~~C. Consider motion to approve Workman's Comp Policy.~~

Motion:

Second:

Vote:

Motion

D. Consider motion to approve change to LFHSD Board meeting schedule. Last Tuesday of the month at 9:00am- Resolution 2025-01

Motion: Katie Elkins

Second: Bob Downs

Vote: all vote yes

Motion carries

E. Consider motion to approve new Recording Secretary. Sarah DeCristino

Motion: Katie Elkins

Second: Greg Olson

Vote: all vote yes