

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, March 25, 2025

I. The regular monthly meeting of the Lake Fork Health Services District was called to order by Katie Elkins 9:01am.

II. Roll Call: In attendance were board members Katie Elkins, Bob Downs, and Greg Olson. Also in attendance were Sherry Huisman, Rachel Moore, Sarah DeCristino, and Susie Arnold. The recording secretary is Sarah DeCristino.

Board of Directors:

President: Lynn McNitt

Vice-President:

Secretary:

Treasurer: Katie Elkins

Board Member: Greg Olson

Board Member: Bob Downs

III. Workshop

A. Strategic Plan-

1. Financial Viability (Lynn, Katie)-
 - a. Review and update Strategic Plan:
 - i. Further discussions and training on the CBS report findings
2. Employee Environment:
 - a. Review and update Strategic Plan:
 - i. A meeting was held on Monday March 24, 2025, on the implementation of recruiting and retention.
 - ii. Next meeting with the Recruiting and Retention Team will be on May 6, 2025.
3. Marketing Plan (Greg)
 - a. Review and update Strategic Plan:
 - i. a plan for the health fair on Monday May 12-Friday May 16, 2025, and to talk with Public Health for advertising with Senior Connections
 - ii. Discussed how to help promote Dental and Hygiene with Cay and to be involved at the school with a dental day.

B. Board Member Committee Reports

- a. Finance (Katie, Lynn, Ann, John, Rachel)
 - i. Update Bank Signers
 1. Bank Signers should be Lynn McNitt, Katie Elkins, Greg Olson, Bob Downs and Rachel Moore. Hector Gomez and Jordan Kaminski should be removed from all institutions.
 - ii. Update Agenda to say February instead of January. February Financial Report: See attached JSF Reports.
February Patient Counts
February 2024 Dental-32
February 2025 Dental- 21
February 2024 Medical -218
February 2025 Medical -217
- b. Personnel (Lynn, Rachel)
 - i. Review Hazard Vulnerability Assessment
 1. This will be discussed further at the April 2025 meeting.

2. Will send the Board of Directors all request materials in regard to the Hazard Vulnerability Assessment as no one has seen this before today.
- ii. Review Organizational Chart
 1. Need to add Administrative Assistant Position
 2. Remove the direct line associated with grants Under Medical Director and use dashes for grants to be directly under the Board of Directors
- c. Business Development (Lynn, Greg): Discussed previously in Marketing Report
- d. Community Relations (Katie, Greg): Discussed previously in Marketing Report
- e. Facility Maintenance (Rachel, Danny)-
 - i. The Board discussed the ice buildup issues in front of the dumpsters, back door to the EMS barn and the patient parking lot.
 1. Looked over the Bid from Raptor and discussed the large expense that it would take to correct the problem. Other bids have been requested but have not received any as of yet.
 - a. Discussed and agreed to contact Robert Hurd and have him come out and give an assessment and his ideas and suggestions on what he thinks would fix this problem
 - i. Also discussed looking into completely redoing the parking lot asphalt from scratch to see if that would be cheaper overall.

C. Executive Director's Report:

- a. Recruiting Report:
 - i. Medical Assistant: Jodi Linsey decided the medical assistant position was not right for her. Echo Wuest will start onboarding today. Drew Stephens will be returning with us this summer.
 - ii. Weekend Reception: two interviews; offered the position to Laura Neely. She is recovering from surgery and will come next week to get paperwork and discuss the start day.

D. Medical Director Report

- a. Workman's Comp Policy

E. Dental Director: NA

F. Any other items:

IV. MEETING- workshop closed at 10:12 am

- A. Consider motion of any updates and approve the meeting agenda.** *Correct month under B.1.b. to February. Add G – Approve Letter of interest from Susie Arnold, remove B, C&E*

Motion: Greg Olson

Second: Bob Downs

Vote: all vote yes

Motion Approved

- B. Consider motion to approve addition and removal of bank signers.** *Add to April agenda*

Motion:

Second:

Vote: all vote

Motion

- C. Consider motion to approve the Hazard Vulnerability Assessment.** *Move to April agenda*

Motion:

Second:

Vote: all vote yes

Motion

D. Consider motion to approve the Organizational Chart. With changes

Motion: Greg Olson

Second: Bob Downs

Vote: all Vote yes

Motion: Approved

E. Consider motion to approve Workman's Comp Policy. Move to April

Motion:

Second:

Vote:

Motion

F. Consider motion to approve minutes from prior meetings- 02/25/2025.

Motion: Greg Olson

Second: Bob Downs

Vote: all vote yes

Motion: Approved

E. Consider motion to approve Susie Arnolds "Letter of Interest"

Motion: Bob Downs

Second: Greg Olson

Vote: All Vote yes

Motion: Approved

VI. CITIZEN COMMENTS FROM FLOOR: NA

None

VII. Adjourn.

The meeting is adjourned at 10:17 am. Next regular Board meeting will be on Tuesday, April 29, 2025, at approximately 9:00am in the Zeller Wellness & Education Center in the Mosley Health Care Complex.

Lynn McNitt
(President)

4/29/25
Date

(Secretary)

Date

Sarah Deert
(Recording Secretary)

4/29/25
Date