

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, April 29, 2025

I. The regular monthly meeting of the Lake Fork Health Services District was called to order by Lynn McNitt 9:04 am.

II. Roll Call: In attendance were board members Lynn McNitt, Katie Elkins, Bob Downs, Susan Arnold and Greg Olson. Also in attendance were Sherry Huisman, Rachel Moore, Sarah DeCristino, Katherine Heidt and Brooke Jones. 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

Board Member: Susan Arnold

III. Workshop

A. Strategic Plan-

- 1. Financial Viability (Lynn, Katie)-**
 - a. Review and update Strategic Plan:
 - i. Rachel is working with Justine (Coding and Billing Solutions) to work out a few more questions before we start training billing staff. I am also looking at a grant opportunity through El Pomar to help fund a billing employee.
- 2. Employee Environment:**
 - a. Review and update Strategic Plan:
 - i. Rachel attended a free mini conference at the CRHC on April 15. Originally it was a full day R&R, but last-minute changes had to be made. A great conference focused on retention and staff development.
 - 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. Greg ordered the signs for the Health Fair, and they should be here this week.
 - ii. Advertisement will be with the Hinsdale County Chamber of Commerce, Silver World, and Social Media platform
 - iii. Rachel stated that we received a \$2000.00 sponsorship from Colorado Health Foundation to help assist with expenses for the Health Fair.
 - iv. Rachel talked about the testosterone test and the cost per test. Bob Downs and Sherry Huisman talked about their concerns with offering the testosterone test and that they believe that it will cause more questions and problems than needed. Rachel reached out to Dr. Ann Treisman and discussed the matter with her. The testosterone test has been removed at this point
 - v. A survey will be done to get an idea of what the community is looking for from the Medical Center will be done after the fair.

B. Board Member Committee Reports

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

- a. Update Bank Signers: Bank Signers should be Lynn McNitt, Katie Elkins, Greg Olson, Bob Downs, Susan Arnold, Dr. Ann Treisman and Rachel Moore (only being added for times there are not two BOD). Hector Gomez and Jordan Kaminski should be removed from all institutions.
 - i. Katie Elkins stated that she will send out an email to the Boards members letting them know that the paperwork for the bank signees is ready. Katie also mentioned that you need to make sure and take your driver's license with you and you will have 30 days to go into the bank and sign from the date once the bank has completed their process.
- b. Capital Authorization 2025-001 X-Ray Machine Computer Upgrade: based on Jim's vulnerability report, a new computer is highly recommended so that we do not lose x-ray capabilities. Jim said the price seems high, so I inquired, and they reported: *The reason that the price for computers purchased from digital Xray manufacturers is that they customize each machine with their proprietary software and algorithms. None of the manufacturers in the industry will allow their software to be installed on any machine that has not been prepared by their technicians.*
 - i. Rachel said that the cost estimate will be \$5,650.00 just for the computer upgrade and does not include the labor cost of the IT.
 - ii. Upon approval Rachel will call and start the process to update our X-Ray software/computer
- c. March Financial Report: See attached JSF Reports.

March Patient Counts	
March 2024 Dental- 78	March 2024 Medical - 221
March 2025 Dental- 70	March 2025 Medical – 191

 - i. Katie requested if the JSF report can be done with quick books for ease of reading and user-friendly report when laying it out.

2. Personnel (Lynn, Rachel)

- a. Review Emergency Operations Plan
 - i. The EOC has not been updated since 2023.
 - ii. Cyber-attack was not documented previously on the threat level and the data will be added to the updated version.

3. Business Development (Lynn, Greg): NA

4. Community Relations (Katie, Greg):

- a. Discussed previously in the market report

5. Facility Maintenance (Rachel, Danny): NA

C. Executive Director's Report:

1. Telehealth Remote Patient Monitoring Grant: Rachel, Ann and Susan are working on this grant: *The intent of the grant program is to enable Colorado's rural residents, including Health First Colorado (Colorado's Medicaid program) members, to benefit from telehealth remote monitoring services. The use of these services provides better accessibility and improves health outcomes. Remote monitoring services also provide cost savings and help prevent unnecessary trips to the emergency room that may be hours away for rural populations. This grant is a crucial step toward reducing health disparities and achieving health equity in Colorado. The grant program will award up to five (5) grants in the amount of \$100,000 each; Request for Applications (RFA) period is open until May 1, 2025.*
 - a. Rachel met with two RPM vendors and has one more meeting Wednesday.
 - i. Rachel talked with one of the third part vendors yesterday (Kangaroo) and they are willing to assist with the ease of the grants and information needed.
2. Vape Dispenser- Tara Anderson with Public Health
 - a. Brooke Jones with Public Health gave us a presentation on Vapes and that they are considered a hazardous material because of the lithium battery. Public Health has been able to receive safe disposable options to help encourage the public to discard vapes in a safe location to prevent theft, vandalism and possible bears tearing up the box. The boxes are metal and an opening for the disposal

of the vapes is safe guarded with a metal plate so someone cannot reach their hands inside of the box to retrieve any of the items. This would be a benefit to the community to start educating people on the proper way to discard the vapes and would be of no cost to the medical center if they are able to affix one in the lobby area.

3. EMS Barn Expansion Request: Katherine Heidt, HCEMS Director

- a. Katherine took the Board and other members out to the EMS barn to give a visual of what EMS is looking into as a possibility of an expansion with the bar. Katherine showed how there is no room for being able to move around the Ambulance and that the doors hit the cabinets/counters. When pulling into the barn the ambulance will touch the garage door. This project would be years down the road and EMS will be looking for grants to cover the cost.

Katherine also asked if she could contact the town in regard to sharing a fire lane with the empty lot next door that no matter what it would be a benefit to the town as well as the Medical Center/EMS. The board gave permission for Katherine to move forward and began talking to the town about the shared fire lane with the lot next door. If we were able to share a fire lane with the town of Lake City, Katherine was asked to get a letter in writing for our documents.

D. Medical Director Report

1. Recruitment Report: Sherry is planning to leave us to be more full-time in Gunnison. We expect this transition to happen sometime in the next 1 year. We are looking forward to hiring Amanda Fender who was a student here last summer, she is excited to work with us and move to Lake City. She will be working some weekends with us this summer. She already has a Colorado license and has been looking for housing in the area. We are expecting to hire Amanda next year in August or September when her contract at Taos is up. In theory we could hire her sooner and she could transfer her HRSA loaner payment program to our facility, however she is hoping to finish a full 2-years with them. After 2 years her student loans are paid in full. This hire will involve buying out any time remaining on her \$45K / 3 yrs sign-on bonus to Taos. If we hire her next fall, we are looking at \$15K remaining. That will be the primary upfront cost, and her student loans will be paid.
 - a. Sherry talked about how she wants to be here and is still working on possible options to make it possible. Sherry also asked if her position would be full time
2. Workman's Comp Policy: I have written up a brief policy for Workmen's Comp. Per the Colorado statute as listed in the policy, a patient being seen for Workmen's Comp. needs to see an MD/DO within the first 3 visits of their Workmen's Comp. workup. Thereafter they can see any NP or PA at our facility credentialed through Pinnacle. I would like to make in our clinic policy that the MD/DO is seen within the first 1-2 visits, this gives us a cushion for that third visit if we are unable to accomplish the former.
 - a. Rachel read a letter from Dr Ann Treisman recommending that we should have the DR/DO to be seen within the first 1-2 visits before we are out of compliance with Workmans Comp. Bob also brought up a rule that will be in effect possibly May 1 that if a NP or PA recommends further services that would possibly be needed that the patient will need to follow up with a DR.
 - b. The Policy for Workman's Comp for patients to be seen by a Dr within the first 1-2 visits will start as of today April 29, 2025. ☐

E. Dental Director: NA

F. Any other items:

1. Letter from Dan McGee
2. Volunteers for Health Fair: it would be helpful to have one or two people each day to help with the admin aspect and/or serve the juice and crackers. ☐
 - i. Lynn volunteered for Friday
 - ii. Greg asked about booths being set up in the conference room during this time to give this information to Grant at the Silver World. Katherine with EMS will be doing hands only CPR, Micheal Harington with the VA and Public Health will have a booth set up for the Health Fair. Dental is not able to at this time.
3. HWY 149 Clean-up scheduled for May 18: we typically meet at the clinic at 0900 and carpool to mile markers 74-76 north of town. Trash bags and high vis vesta are provided.

i. Rachel said to meet in the back of the building at 9:00 am

4. Celebrate Lake City nominations for volunteer of the year. This will be for 2024, not 2025. Rachel jumped ahead last year.

IV. MEETING- workshop closed at 10:43 am

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

Motion: Katie Elkins

Second: Greg Olson

Vote: all vote yes

Motion Approved

B. Consider motion to approve addition and removal of bank signers.

Motion: Katie Elkins

Second: Bob Downs

Vote: all vote yes

Motion Approved

C. Consider motion to approve Capital Authorization 2025-001 X-Ray Machine Computer Upgrade.

Motion: Bob Downs

Second: Greg Olson

Vote: all vote yes

Motion Approved

D. Consider motion to approve the Emergency Operations Plan.

Motion: Greg Olson

Second: Bob Downs

Vote: all vote yes

Motion Approved

E. Consider motion to approve the installation of the vape dispenser.

Motion: Katie Elkins

Second: Greg Olson

Vote: all Vote yes

Motion: Approved

F. Consider motion to approve Workman's Comp Policy.

Motion: Susan Arnold

Second: Greg Olson

Vote: all vote yes

Motion Approved

G. Consider motion to approve minutes from prior meetings- 03/312025.

Motion: Katie Elkins

Second: Greg Olson

Vote: all vote yes Lynn McNitt recused herself due to absence for last month's meeting

Motion: Approved

VI. CITIZEN COMMENTS FROM FLOOR:

VII. Adjourn.

The meeting is adjourned at 10:49 am. Next regular Board meeting will be on Tuesday, May 27, 2025, at approximately 9:00 am in the Zeller Wellness & Education Center in the Mosley Health Care Complex.

Lynn McNitt
(President)

4/29/2025
Date

(Secretary)

[Signature]

Date

(Recording Secretary) ☒

4/29/25
Date