

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, July 30, 2024.

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, Jordan Kaminski (via Zoom), Hector Gomez, Katie Elkins, & Greg Olson. Also in attendance was Bob Downs & Rachel Moore. The recording secretary is Rachel Moore. Those in attendance via Zoom were Dr. Ann Treisman.

Board of Directors:

President: Lynn McNitt

Vice-President: Jordan Kaminski

Secretary: Hector Gomez

Treasurer: Katie Elkins

Board Member: Greg Olson

III. Workshop

A. Strategic Plan-

1. Financial (Lynn, Katie)-

- a. Review and update Strategic Plan: First meeting with JSF 07/19/2024 went well. Rachel met with the team to review this first 30-45 days called the Discovery Phase. They have a copy of our QB file and access to Athena to review the financials. Kelly will make a site visit to review the processes.

2. Personnel (Jordan):

- a. Review and update Strategic Plan: Jordan made it to the staff meeting, Rachel has been emailing regarding the annual evaluation process, all evals will be done in September

3. Marketing Plan (Greg)

- a. Review and update Strategic Plan: see attached packet- need budget for marketing, Greg will reach out to Silver World for ads, who we are and our goals moving beyond who we were, asking JSF what other medical centers have done/experienced with Mill Levy increases, marketing sports/school physicals, Rachel will block Ann's schedule for several hours

B. Board Member Committee Reports

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

- i. Q2 Financial Report: everything looks really good; correcting line item 775.1 fiber

June Patient Counts

June 2023 Dental 42

June 2023 Medical 257

June 2024 Dental 28 (no hygiene)

June 2024 Medical 262

- ii. Review Executive Director's approval for purchases: decision is to update wording on Delegation of Authority

- iii. Capital Authorization 2024-005 Vital Monitors Replacement: requesting at least two mobile units to start and then the remaining three if not all at once- decision to request match from Endowment Fund to replace/purchase all 5

- iv. Capital Authorization 2024-006 AC Unit Repair: this is top priority for those renting the space- decision to ask Danny what his quote would be after Hector mentioned he could get parts.

b. Personnel (Lynn, Jordan, Rachel)

- i. Organizational Policies were sent via email and reviewed prior to the meeting. Rachel will update the reviewed dates, and confirm information on ORG 9 & 10

- c. Business Development (Lynn, Greg)
 - i. The Dixon rental should be ready end of September, rent may be around \$1,200 per month for the 600-700sqft space, we could possibly sign a one year lease, but the BOD needs to consider public perception, decision to move vote to next meeting
- d. Community Relations (Katie, Greg)
- e. Facility Maintenance (Hector, Danny, Rachel)- Hector reported that the generator started 4 of 4 times; he's reaching out to Darrin Hardy to get a landscaping quote, this would be for summer months only

C. Executive Director's Report:

- a. Health Fair Follow Up: Quest said there was a billing mistake and will fix the incorrect Vitamin D fee; the corrected bill has not been received yet
- b. Recruiting Report:
 - i. APP: 2 candidates have been interviewed; the position is still open and plan to close it at the end of Aug.
 - ii. FT/PT RN or LPN: possibly three candidates; two on the fence and one just reached out and will come in for a visit on Thursday.
 - iii. Admin Assistant: two candidates; one need full time (she has a medical background) and the second interview will be this afternoon
- c. HPSA Application Report: nothing to report

D. Medical Director Report: Dr. Treisman reported that LCAMC is well staffed through September; we will begin offering malpractice to PRN APPs to remove that financial barrier; A goal for next year is to be open or provider and nursing staff on call for select town events (afterhours, Saturday, Sunday) e.g. 4th of July, wine festival, snowshoe race and any other events you can think of; Have another candidate from Gunnison for APP position that seems quite interested. She is currently commuting from Gunni to Estes Park for work, this may be a red flag but we can report on our interview at the BOD meeting; Two CMU students coming in the Fall-Sept (staying at the Down's) and Oct.

E. Dental Director: meeting with Silver World and possibly the Russells for an article this afternoon

F. Any other items-

- a. attorneys to visit next month
- b. Edward Jones sent a huge packet in reference to the donation of the stained-glass artwork from Tom Arnold's mom. It should be delivered in the next couple of months. Tom mentioned again, that if the BOD wanted to sell it or action it for the money, he was fine with that.
- c. Rachel found the award plaque on the bottom shelf in the chart room. It has not been maintained since 2016 and 2022 was skipped because of the way the awards happen.

IV. MEETING- 10:10AM

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

Motion: Katie Elkins

Second: Hector Gomez

Vote: all vote yes

Motion carries

B. Consider motion to approve Executive Director's approval for purchases. No policy, update Delegation of Authority to limit purchases to \$2,000 with approval of 2 Board Directors

Motion: Katie Elkins

Second: Jordan Kaminski

Vote: all vote yes

Motion carries

C. Consider motion to approve Capital Authorization 2024-005 Vital Monitors Replacement. *Up to \$45,000 purchase limit for all 5 monitors with a matching grant request from Endowment Fund.*

Motion: Hector Gomez

Second: Katie Elkins

Vote: all vote yes

Motion carries

D. Consider motion to approve Capital Authorization 2024-006 AC Unit Repair. *Rachel will reach out to Danny Oge to see if he can get parts at a lower rate than Jasper., installation will be completed by Matterhorn Maintenance, shipping will need to be authorized by Rachel*

Motion: Hector Gomez

Second: Katie Elkins

Vote: all vote yes

Motion carries

E. Consider motion to approve ORG Policies.

Motion: Katie Elkins

Second: Hector Gomez

Vote: all vote yes

Motion carries

F. Consider motion to approve minutes from prior meeting- 6/25/2024.

Motion: Katie Elkins

Second: Hector Gomez

Vote: all vote yes

Motion carries

VI. CITIZEN COMMENTS FROM FLOOR:

VII. Adjourn.

Meeting is adjourned at 10:14AM. Next meeting will be on Tuesday, August 27, 2024, at approximately 8:30 a.m. in the Zeller Wellness & Education Center in the Mosley Health Care Complex.



(President)

9-24-24

Date

(Secretary)



Date

8/27/2024

(Recording Secretary)

Date