

**LAKE FORK HEALTH SERVICE DISTRICT  
BOARD OF DIRECTORS- REGULAR MONTHLY MEETING**

Today's Date is Tuesday, April 25, 2023.

I. The regular monthly meeting of the Lake Fork Health Service District was called to order by Lynn McNitt at 8:32 a.m.

II. **Roll Call:** In attendance were board members Lynn McNitt, Jerry Johnson, Katie Elkins and Jordan Kaminski. Hector Gomez is excused. Also present were Jess Whiddon, Sherry Huisman, William Gattis, Rachel Moore, Savannah McMillan, and Robert Downs. Recording secretary is Malinda McDonald

**Board of Directors:**

**President:** Lynn McNitt  
**Vice-President:** Jerry Johnson  
**Secretary:** Hector Gomez  
**Treasurer:** Katie Elkins  
**Board Member:** Jordan Kaminski

**III. Workshop**

**A. Executive Director Report-**

**1. Financials-**

~~a. March patient counts & P&L~~ the CPA has been unable to get in and stay in QB. Jim explained that 'As long as LCAMC uses the single-desktop version of QB, this is going to continue to be a problem. Single desktop is not meant to be shared across multiple PC venues. Using something like LogMeIn is kind of a hack, really.'

~~Feb~~ ~~i.~~ ~~Mar~~ 2023 Medical Pts: 148      ~~Feb~~ ~~Mar~~ 2022: 185

~~Feb~~ ~~ii.~~ ~~Mar~~ 2023 Dental Pts: 44      ~~Feb~~ ~~Mar~~ 2022: 38

**b. Capital Authorizations**

- i. 23-006 Bullet Proof Horizontal Slider: it will go out for shipping today, Lucky installed window at SO and came to meet with Hector to discuss install at clinic.
- ii. 23-007 Office Printer/Copier: we can no longer use our main printer and need a replacement ASAP; the rep also suggested the C505 model (not on the attachment) because I underestimated the number of B&W prints. That lease would be \$99.33/mo. for 60 months with 120,000 maximum prints/mo.; otherwise, the C405 will have a service plan increase with the higher volume of printing in the summer.  
*After discussion the board has decided to purchase versus a lease.*

**c. 2023 Grants Update**

- i. Apartment Refresh: Many items have been put in place; Back at the Ranch will be delivering items this week, as much as possible will be going into a trailer to go to Mexico and not the dumpster.
- ii. Wellness Grant: Rachel has been purchasing many of the gift cards at local businesses for staff; we are waiting on swag until the BOD adopts the logo.

**2. Business Development-**

Katie Elkins met with the Town of Lake City and they were excited to hear that the medical center wants to have a strong connection with the community and appreciated her willingness to address this at the town meeting. Next month Katie will be meeting with EMS and after that she still plans to meet with Silver Thread Public Health, the school, and the Chamber.

**3. Community Relations-**

- a. Health Fair is Saturday May 6, 2023, 8am-12pm: Rachel is still looking for phlebotomy volunteers, there were only 7 online registrations as of last week, but we expect that most people will walk in, we hope to have the fair at least one week later next year to accommodate second homeowners that don't come this early.
- b. The LFHSD/LCAMC has been asked to host the Snowshoe race.  
*The board has agreed to host this race next year on 2/17/2024.*
- c. It has been suggested that we put BOD pictures on the website.  
*The board will be sending pictures to Jim.*
- d. We may be able to sell LFHSD/LCAMC swag on the website.  
*Lynn has worked with 4Imprints, and they are reasonable and have a lot to offer*

#### 4. Personnel-

- a. We need to schedule a time for Quigley's annual review, he'll have been here a year May 1<sup>st</sup>.
- b. Bob Downs notified us that he'd like to retire before Feb 2024
- c. Rachel will start sharing with the BOD days throughout the year to celebrate staff:
  - i. April 26th is Administrative Assistant Day
  - ii. May 6th is Nurses Day, the following week is nurse's week.
  - iii. May 10th is Receptionists Day
- d. Please let Rachel know who you would like to nominate for Volunteer of the Year for the BOD
- e. Nursing Update
  - i. Roxanne Loper, a seasonal resident, to be a part time RN from May -November
  - ii. Our part time MA, Katelyn Cunningham, resigned to pursue ministry opportunities.

#### 5. SDA Manual Review- Chapter VI Boundary Issues

Our boundaries were set in our Service Plan. Changes can only be made through specific statutory procedures discussed in this chapter.

**Inclusion:** (not to be confused with annexation) is initiated with a petition

**Public Hearing:** the BOD hears the petition at a public hearing.

**Decision of the BOD:** the petition is granted or denied.

**Election:** the timing of an inclusion election may be restricted by TABOR.

**Note to Fire Protection Districts:**

**Recording and Filing of Order of Inclusion:** no inclusion is effective until a certified copy of the District Court's final Order of Inclusion is recorded in the county in which the subject property is located.

**Exclusion:**

**Petition for Exclusion:** (not to be confused with de-annexation) except in cases of fire protection districts or exclusions involving a municipality, the exclusion process can only be initiated by a petition for exclusion submitted by the fee owners or 100% of any real property in the District; must be accompanied by a deposit of money sufficient to pay all costs of the exclusion proceedings.

**Public Hearing:** the BOD hears the petition at a public hearing.

**Decision of the BOD:** the petition is granted or denied.

**Exclusions Involving a Municipality:** a municipality within a District or 50% of property fee owners may petition the District Court for exclusion from the district; the District may be entitled to compensation in the case of unilateral exclusion.

**Exclusion from a Fire Protection District** (and inclusion into another)

**Outstanding Indebtedness:** property that is excluded from the District remains subject to any existing bonded indebtedness.

**Note to Health Service Districts:** the foregoing discussion of the exclusion process does not apply to health service districts in the same manner.

**Recording and Filing of Order of Exclusions:** no exclusion is effective until a certified copy of the District Court's final Order of Exclusion is recorded in the county in which the subject property is located.



**Consolidation:**

**Consolidation Resolution:** a District can consolidate in part or in whole specific services with another District.

**Concurring or Rejection Resolution:** each District subject to the proposed consolidation must file a concurring or rejecting resolution with the initiating District.

**Submission to Board of County Commissioners and District Court:** resolutions and concurring resolutions must be filed with the BOCC and District Court.

**Hearing:** the District Court will hold a hearing no less than 30 days and not more than 40 days after the resolutions are filed.

**Election:** an election will be held within each consolidating District at the next regular or special election date.

**Procedure After Consolidation Election:** within 6 months there are things that need to be done by the district.

**Boundary Map:** a new map will be prepared whenever there are changes to the boundaries.

**Intergovernmental Agreements:** see chapter XII.

**Service Outside District Boundaries:** not applicable to LFHSD (water and sanitation)

**B. Board Members Report-****a. Lynn-**

-wanted to mention the Hwy clean up article in the newspaper, also the article on Phyllis Barrington was very nice.

-Lynn would like to have Rachel investigate improving sound in the meeting for the people that do attend remotely.

-The apartments need to have the hood vents added A.S.A.P.

**b. Jerry****c. Katie****d. Hector**

- i. Apartment Refresh- met with Cindy Rae and electrician, Cindy has ordered furniture. A radiant heater will be added only if LCAMC assumes responsibility for Jasper's work; Cindy wants to require a contract and workman's comp and the Endowment Board is not willing to accept responsibility without these things.

- ii. Generator Repair- this should get completed next week after Hector returns from Mexico.

**e. Jordan**

**C. Medical Director Report-** Dr. Gattis wanted to thank the board for allowing him to attend the CRHC Conference. Dr. Gattis has offered to add a day in the summer if needed as the patient load increases.

**D. Dental Director-** Jim and I have discussed with Dr. Quigly the need to move the dental programs to the cloud. See the attached price comparison, Rachel is suggesting keeping the same program we are using to minimize the stress of learning yet another new program while we still do not have all the IT bugs addressed.

**E. Strategic Planning Update-**

- a. Rachel reached out via email on 04/03/2023 and hadn't heard back from Joel as of 4/21/2023; she left a voicemail 04/21/2023.

Rachel noticed this note on the minutes for the last meeting:

*After reviewing the board made some notes of changes that Rachel will go over with Janice to be corrected.* Rachel is not aware of any corrections, but notes that there are some things BOD agreed to do and there were some things that are already being completed (Silver World is invited to BOD meetings when meeting packets are sent out)

**F. Any other items-**

**a. Tech Support Status as of 4/2023**

- i. Jim is moving to Southfork and offers remote services and intermittent on-site visits.
- ii. Jim suggests a redundant power supply; see attachment.
- iii. Dr. Gattis is now taking over, trying to get RIA to help with the x-ray. We are turning patients away or sending them to GVH for scans we should be doing.
- iv. Rachel has been trying to remember to take pictures for the website, feel free to send some to Jim if anyone else has pictures; keep HIPPA in mind.
- v. Jim and Lynn were working on setting up BOD email.

**b. See color versions of logo that Kate Hopson sent.**

*-The board likes Version B.*

*-The board is willing to continue using Jim's services remotely and see how that goes.*

**IV. MEETING-**

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

**Motion:** Katie Elkins

**Second:** Jordan Kaminski

**Vote:** All vote yes.

**Motion carries**

**B. Consider motion to approve Capital Authorization 23-006 Bullet Proof Horizontal Slider**

**Motion:** Jordan Kaminski

**Second:** Katie Elkins

**Vote:** All vote yes.

**Motion carries**

**C. Consider motion to approve Capital Authorization 23-007 Office Printer/Copier.**

**To purchase Xerox 405/DNM with warranty.**

**Motion:** Katie Elkins

**Second:** Jordan Kaminski

**Vote:** All vote yes

**Motion carries**

**D. Consider motion to approve LFHSD becoming the sponsor of the Snowshoe Race.**

**Motion:** Katie Elkins

**Second:** Jordan Kaminski

**Vote:** All vote yes.

**Motion carries**

**E. Consider motion to approve cloud based Dental Program.**

**To purchase Dentimax.**

**Motion:** Katie Elkins

**Second:** Jordan Kaminski

**Vote:** All vote yes.

**Motion carries**

**F. Consider motion to approve LCAMC logo.**

**Item B, with the purple in the mountains.**

**Motion:** Jordan Kaminski

**Second:** Jerry Johnson

**Vote:** All vote yes.

**Motion carries**

**G. Consider motion to approve minutes from prior meeting- 03/28/2023.**

**Motion:** Katie Elkins

**Second:** Jerry Johnson

**Vote:** All vote yes.

**Motion carried**

**VI. CITIZEN COMMENTS FROM FLOOR:** Hunter Lear expressed interest in filling the upcoming opening on the board. He is passionate about making sure the communities' access to quality health care is maintained.

Jessica Whiddon wanted to congratulate Bob Downs on his upcoming retirement and Jen Brent on her upcoming RN degree. Jess also wanted to remind the clinic to always be prepared for the *Medicare Survey* that can happen at any time.

**VII. Adjourn.**

Meeting is adjourned at 10:19 a.m. Next meeting will be on Tuesday, May 30, 2023, at approximately 8:30 a.m. in the Zeller Wellness & Education Center in the Mosley Health Care Complex.

Lynn McBitt  
(President)

5/30/23  
Date

Heidi Spring  
(Secretary)

5/30/23  
Date

Wade McDonald  
(Recording Secretary)

5/30/23  
Date