

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, **October 22, 2024.**

I. The regular monthly meeting of the Lake Fork Health Services District was called to order by Lynn McNitt at 8:31am.

II. **Roll Call:** In attendance were board members Lynn McNitt, Jordan Kaminski, Hector Gomez, & Katie Elkins. Also in attendance were Sherry Huisman, Rachel Moore, & Bob Downs. The recording secretary is Rachel Moore. Ann Treisman attended by zoom. Greg Olson was away on business.

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 & update Strategic Plan
- b. JSF Update: Financials were sent after the packets were prepared, but we were not expecting anything for this meeting because there were problems getting into QB. There is a list of items they are looking for and Lynn and Katie will be helping with this.

2. Personnel (Jordan):

- a. Review and update Strategic Plan: reviewed plan for annual evals to exclude co-workers evaluating co-workers, self eval and providers eval medical staff; update on FlexScanMD, Storm is training with a new rep beginning Oct 30, Storm will report to Rachel if she thinks that FSMD will work out; Rachel and Storm will meet with other vendors in the meantime.
- b. Request for Retention Plan Committee: Rachel and Sherry are requesting a committee begin researching retention ideas for staff including a matching retirement program (Bernie sent Rachel an email stating this could be something the Endowment Fund could assist with). Lynn and Sherry are interested in being on this committee (flex spending, retirement); suggestion to have CRA rep talk to employees.

3. Marketing Plan (Greg)

- a. Review and update Strategic Plan: See info that was sent after BOD packets were prepared and sent out; working on patient education around Rx refills; beginning discussions to plan for Snowshoe Race on February 22, 2025; staff to vote on theme

B. Board Member Committee Reports

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

- a. Review 2025 DRAFT Budget: Cay has requested becoming a regular full-time employee, will need a full year to determine if we have the need, but highly unlikely to need a full time hygienist, have discussed her helping with dental billing a couple times a week
- b. September Financial Report: See JFS report sent after BOD packets were prepared and sent out.

September Patient Counts

September 2023 Dental 59

September 2024 Dental 66

September 2023 Medical 307

September 2024 Medical 284

2. Personnel (Lynn, Jordan, Rachel)
 - a. Review Sherry Huisman compensation request: see included emails; Ann is advocating for this raise because Sherry has taken on more responsibility as she's the only FT provider at this time; suggests an admin day to help with the added pt load; when Sherry's family is able to be in LC or closer, the contract can be renegotiated as less commuting time
 - b. Review Employee Guidelines; sent via email and reviewed prior to the meeting; Rachel will make the changes discussed and reach out to the attorneys to clear up the Health Families Workplace and sick time section; discussion around afterhours on call pay rate and minimum clock in time of 2 hours at regular pay unless they go over 40 hours.
3. Business Development (Lynn, Greg)
 - a. Fitz Ilias Contract update: this has been put on hold as per JSF because at this point, we would lose money; Kelly suggested renegotiating rates with insurance companies and creating a tiered rate payment plan with Fitz Ilias based on insurance companies reimbursement rates
4. Community Relations (Katie, Greg):
 - a. 2025 Snowshoe race update
5. Facility Maintenance (Hector, Danny, Rachel)- Hector and Danny will stain the fence

C. Executive Director's Report:

1. Recruiting Report:
 - a. APP: Bree will begin working Nov 19th.
 - b. Ann gave Rachel a recruiting website and she met with them yesterday. See discussion in Medical Director Report.
 - c. Admin Assistant/Reception: Danny Oge is working at the front desk on Fridays; the job will be reposted in Jan.

D. Medical Director Report

1. Recruitment report: the recruiting companies come with a big price tag and it seems like this could be money spent on the person; suggested forming a recruiting committee to work on this for the next 12 months with a huge focus on TX; we can continue to use PRN providers through the summer
2. In full support of Sherry's request for a raise.

E. Dental Director: nothing

F. Any other items-

1. Special Meeting Wednesday, October 30 at 1:00pm
2. Stained glass artwork was delivered- donated by Tom Arnold's dad.

IV. MEETING- 10:37AM

A. Consider motion of any updates and approve the meeting agenda. Remove item C until Rachel discusses with attorneys.

Motion: Katie Elkins

Second: Jordan Kaminski

Vote: all vote yes

Motion carries

B. Consider motion to approve Sherry Huisman's compensation request. \$115,000 annually for 3.5 clinic days and one-half day for administration work; anything over would be paid at \$70.00 per hour.

Motion: Jordan Kaminski

Second: Katie Elkins

Vote: all vote yes

Motion carries

C. Consider motion to approve Employee Guidelines.

Motion:

Second:

Vote: all vote

Motion

D. Consider motion to approve minutes from prior meetings- 9/24/2024 & 9/30/2024.

Motion: Katie Elkins

Second: Jordan Kaminski

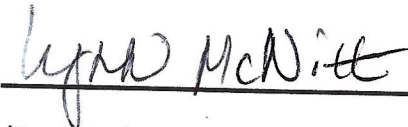
Vote: all vote yes

Motion carries

VI. CITIZEN COMMENTS FROM FLOOR:

VII. Adjourn.

Meeting is adjourned at 10:39AM. Next special meeting will be on Wednesday, October 30, 2024, at approximately 1:00PM in the Zeller Wellness & Education Center in the Mosley Health Care Complex.

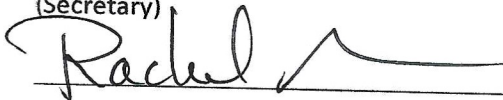


(President)

11/27/24

Date

(Secretary)



(Recording Secretary)

Date

11/27/24

Date