

**LAKE FORK HEALTH SERVICE DISTRICT**  
**BOARD OF DIRECTORS MONTHLY MEETING AGENDA**

**MISSION STATEMENT**

*The mission of the Lake Fork Health Service District is to enhance the quality of life in our community by promoting wellness and providing quality health services with care and compassion while exercising fiscal responsibility.*

**Monday, May 21, 2018 – Moseley Health Care Complex, Zeller Wellness Center**

- I. CALL TO ORDER- Approximately 8:00AM
- II. ROLL CALL
- III. WORKSHOP
  - Discuss parking lot crack seal maintenance
  - Discuss employee guidelines revisions
  - Discuss Dr. Carr's contract
  - Any other items
- IV. MEETING AGENDA ITEMS
  - A. Consider any updates to the meeting agenda
  - B. Approval of minutes from prior board meetings- 04/16/2018 and 05/04/2018
  - C. Consider approval of capital authorization 2018-02, parking lot crack maintenance
  - D. Consider approval of employee guidelines revisions
  - E. Consider approval of Dr. Carr's contract
  - F. Oath of office for elected officials
- V. REPORTS
  - A. President
  - B. Medical Director
  - C. Dental Director
  - D. Business Manager
    - 1. Financial
    - 2. Business Development
    - 3. Community Relations
    - 4. Personnel
    - 5. Volunteer Hours
    - 6. Strategic Work Plan
- VI. CITIZEN COMMENTS FROM THE FLOOR
- VII. ADJOURN

Times stated are approximate and the agenda may be modified as necessary at the discretion of the Board.

# LAKE FORK HEALTH SERVICE DISTRICT BOARD OF DIRECTORS-SPECIAL MEETING

Today's Date is Monday, May 21, 2018.

I. The regular monthly meeting of the Lake Fork Health Service District was called to order by Janel Warren at 8:05 a.m. The meeting was held in the Moseley Health Care Complex.

II. Roll Call: In attendance were board members: Janel Warren, Jami Scroggins, Mike Schell, Jerry Johnson and Scott Beedy. Jessica Whiddon, Erin Cavit, Tina Coniglio, Josie Ogden and Dr. Gina Carr (via phone) were also present. Malinda McDonald is the recording secretary.

## Board of Directors:

**President:** Janel Warren

**Vice-President:** Jami Scroggins

**Secretary:** Mike Schell

**Treasurer:** Scott Beedy

**Board Member:** Jerry Johnson

## III. Workshop

- **Discuss parking lot crack seal maintenance**—Mike Schell explained that without regular maintenance the parking lot will be destroyed. Jerry Johnson is going to contact SealCo regarding cost and what are *alligator areas*? as referenced on the invoice are.
- **Discuss employee guidelines revisions**—Scott Beedy was pleased to see the addition of the line regarding *Nepotism*. Scott pointed out that nepotism is sometimes unavoidable in a small community like Lake City.

**HOLIDAYS**—the board would like to add—*If a part time employee is ever called in on a paid holiday they will receive double time for hours worked.*

**BEREAVEMENT**—the board would like to add—*In state 3 days and out of state 5 days bereavement pay.*

Jess informed the board that PTO may be gifted if someone is in need. PTO is based on years of service and average work week.

The board is going to review the PTO allotment schedule at the workshop June 4, 2018.

**WORKER'S COMPENSATION**—After a lot of debate the board has decided to leave as is.

- Discuss Dr. Carr's contract- Ready for approval.
- Any other items- The attorneys will be here June 1<sup>st</sup>. Janel would like to make sure that Janet Potter, Shawna Shidler, Erin Cavit and Nancy Zeller are aware of the Workshop on June 4<sup>th</sup>, 2018. Bob, Sherry and Dr. Carr will attend as schedule allows.

A. Consider any updates to the meeting agenda: **NONE**

Motion:

Motion:

Second:

Vote:

Motion Carries

Consider approval of minutes from prior month's board meeting:

Motion: Approval of Minutes for the meetings- 04/16/2018 and 05/04/2018.

Motion: Jerry Johnson

Second: Jami Scroggins

Vote: All vote yes.

Motion Carries

Consider approval of: Capitol Authorization 18:002 Parking Lot Crack Seal:

Motion: Approve per Jerry's discussion with SealCo concerning the alligator cracks.

Motion: Mike Schell

Second: Janel Warren

Vote: All vote yes.

Motion Carries

Consider approval of: Employee Guidelines Revisions:

Motion: Approve employee guidelines per notes of this meeting.

Motion: Janel Warren

Second: Scott Beedy

Vote: All vote yes.

Motion Carries

**Consider approval of: Contract for Dr. Carr:**

**Motion:** Approve Contract for Dr. Carr

**Motion:** Scott Beedy

**Second:** Janel Warren

**Vote:** All vote yes.

**Motion Carries**

**Oath of Office for Elected Officials**– Jess administered the Oath of Office to Mike Schell, Janel Warren and Jerry Johnson.

**V. REPORTS**

**A. President**

*Reports:* None

**B. Medical Director**

-Met on 5/20 with Dr. Durmon to go over lab and that transition is in the works.

-Actively recruiting for new provider.

-Will be here June 1<sup>st</sup>.

**C. Dental Director**

None

**D. Business Manager**– Medical patient counts through March 2018 were 719 vs 874 through March of 2017. A difference of 155 patients. Dental patient counts through March 2018 were 192 versus 208 through March of 2017. A difference of 16 patients. Please see attached report.

**1. Financial – Jan–March of 2018** Dental income is down by \$3,354.24, Patient services revenue is down by \$7,099.92. Total dental and medical income is \$102,011.53 which is up by \$722.43.

Dental expense is up by \$1,877.10. Total expenses are down by \$15,258.27. Total other income is down by \$2,351.03.

**Net income Jan–March of 2018 is up by \$12,565.97 over Jan–March of 2017.**

**2. Business Development**– Physical therapy has started. We are waiting for summer orthopedic schedules.

**3. Community Relations**–

NONE

Personnel- Advertising and setting up interviews for third provider position which will be vacant around the 1<sup>st</sup> of July. Interviews ongoing for one x-ray position. Jess is advertising this position for free in the Gunnison Shopper and for \$10 daily on INDEED.

5. Volunteer Hours - All board members turn in your volunteer hours to Jessica Whiddon.

6. Strategic Work Plan- Postpone scheduling for a few meetings. Jess applied for a grant thru Colorado Special Districts to be used for safety purposes. The amount of the grant received is \$ 2645.86.

V. CITIZEN COMMENTS FROM FLOOR:

Adjourn

Meeting is adjourned at 9:08 a.m. Next meeting will be June 18, 2018 at approximately 8:00am. in the Zeller Wellness & Education Center in the Mosley Health Care Complex.

(President)

Date



7-16-18

(Secretary)

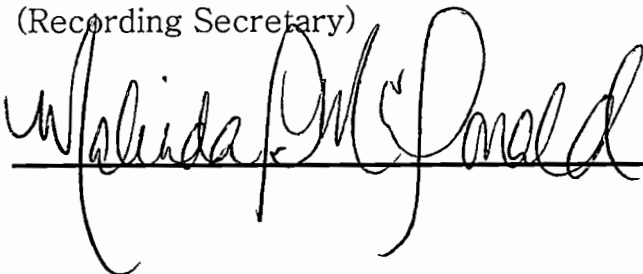
Date



6-1-18

(Recording Secretary)

Date



7-16-18