

**REGULAR BOARD MEETING Minutes (file 160915)**

September 15, 2016, 12:30 PM – Alpine Bank, Ridgway, Colorado

(Note: Items recorded in accordance with adopted agenda notwithstanding sequence of discussion)

Present: Board members: Boland, Gingrich, McElroy, Huddleston and Wojciechowski, and administrator Liccardi. Medical provider: Dr. Joel Gates and MMC staffer Susie Blakney.

1. **Call to Order** at 1232 by Mike Boland.

2. **Review of Agenda:** Richard requested addition of the review of action items to #6, Old Business, addition of standard agenda under #8, New Business, and moving next meetings to before adjournment. Dr. Joel Gates requested an executive session for discussion of negotiation items with the medical provider.

3. **Minutes approval. MOTION** by Richard, second by Dick, to approve August 18, 2016 minutes as previously posted; motion passed.

4. **Public Input:** None.

5. **Discussions with Medical Provider:**

- Joel noted that Dr. Homer has left the practice for Farmington, New Mexico.
- Joel noted the highway construction project has not had a significant impact on the practice; contractor has been good about letting people in and out.
- Imaging report: 29 patients had 30 images taken in July; 13 patients in August had 14 images taken, and four patients in September to date had four images taken.
- In response to RSA request for input to the 2017 budget, MMC stated their wish list includes:
  - Automated continuous vital signs monitor that prints out report, cost of \$4,574.21, to replace one which is 15 years old.
  - Dermatoscope which would allow MMC to assess skin cancer issues and make referrals to dermatologists, at a cost of \$1,425.57. This would be good for patient care and revenue enhancement. Prices range from \$280 to \$1,500. Joel said he would go to training at his own expense following which he would be in a better position to select the particular equipment.
  - Joel has other wish list items but is not ready to discuss those.
  - Josie indicated staff wants new office chairs for their desks, a total of ten chairs. Looking at chairs in the range of \$300 - \$500 each.
- Pursuant to Dr. Gates' request, **MOTION** by Joey, second by Coleen, to go into executive session pursuant to CRS 24-6-402(4) to discuss issues subject to negotiation at 12:44 p.m.
- Reconvened regular session at 1:41 by **MOTION** by Richard, second by Joey, with the comment that the executive session remained on the topic of issues subject to negotiation with the medical provider...

6. **Old Business:**

- a. MMC storage shed. Mike indicated the storage building was supposed to have been installed today.
- b. Rainmaker replacement contractor. Mike indicated a replacement has not yet been identified. Fall service has already been paid for. Mike will talk to Rainmaker in Montrose about doing the fall work correctly. Discussion identified another potential source.
- c. Action item review.
  - Most items accomplished.
  - Remaining to be done from last session:
    - Registering the District 3 Surface computer.

- Inventory system orientation will be provided for Laura this coming Monday.
- Traveler's Insurance quotation remains to be obtained. Getting run-around.

**7. Reports from Administrator:**

- a. Invoices: **MOTION** by Richard, second by Dick, to approve the invoices presented; motion passed.
- b. Correspondence: None.
- c. Finances: Laura reported still having problems with QuickBooks.
- d. Calendar:
  - Budget efforts have been delayed, this is pressing.
  - Expect DEO to declare sole candidates elected at the time of the actual election, November 8, taking their positions by signing the oath of office within 30 days, i.e. early December.

**8. New Business:**

- a. 2016 election: Only one candidate stepped forth for each of the three districts with seats opening up this year. Laura as DEO made the required notifications to the county election official and sent legal notices to the newspaper of record. Laura will make the declaration of election immediately after the actual election, November 8. Laura will make required notifications to DoLA.
- b. Standard agenda: Richard suggested that rather than having board meeting agendas vary from month to month, a standard template be adopted so standard discussion topics not be overlooked. The attached draft template was presented and accepted by the board.
- c. A QuickBooks "boot camp" offered by Debbie Smith in Grand Junction was identified by Mike as potentially helpful. Board requested Laura look into, recognizing RSA is willing to pay for travel and time involved.
- d. Coleen's Surface is not charging; needs to be checked.

**9. Next Board Strategic Planning Workshop:** Scheduled for October 13 at 5:30 p.m. to 7:30 p.m. at the Ouray county Land Use office. Focus will be the 2017 budget.

**10. Next Regular Board meeting:** scheduled for October 20 at 12:30 p.m.

**11. Adjourned** at 1405 pursuant to **MOTION** by Richard, second by Dick; motion passed.

Submitted by:

Approved by the Board on October 20, 2016

*R. Wojciechowski*

*Michael Boland*

Secretary

President

Attachments:

1. Action Items from August meeting reviewed;
2. Standard board meeting agenda template

**Action Items from RSA Board Meeting - August 18, 2016** (file Action Items 160818)  
 (Items are numbered based on agenda topic numbering)

- 6. a. Shed: install paving stone extension and coordinate delivery/erection. [Mike]
- 6. c.i Downspout repair. [Mike]
- 6. c.ii Identify alternative sprinkler maintenance contractors. [Mike]
- 6. c.iii Register District 3 Surface computer into inventory. [Dick; Joey]
- 6. c.iv Provide inventory system orientation/training to administrator. [Joey; Laura]
- 7. b. Travelers' insurance quotation. [Laura]
- 7.c. Comb through financial entries and correct entry codes. [Laura]
- 7.c. Replenish debit card. [Mike]
- 8.a.i District 1 and 5 self nomination forms submitted. [Coleen; Joey]
- 8.a.ii Legal notice of election published in paper of record. [Laura]
- 8.a.iii Review election procedure, ensure all actions are being taken timely manner. [Laura]
- 8.a.iv Assess nominations received, cancel elections as appropriate. [Laura]
- 8.b. Project requirements with RSA budgetary implications, submit to Laura. [MMC]

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Standard Agenda template (proposed 9/15/2016)

**Ouray County Regional Service Authority**  
**REGULAR BOARD MEETING [Date]**

12:30 PM – Alpine Bank Conference Room, Ridgway

AGENDA

- 1. Call to Order
- 2. Review of Agenda
- 3. Approval of Minutes from [date]
- 4. Public Input
- 5. Discussions with Medical Provider (Dr. Gates)
- 6. Old Business
  - a. ....
  - b. ...
  - c. Action item review
- 7. Report from Administrator
  - a. Calendar review
  - b. Correspondence
  - c. Financial statements
  - d. Invoices/checks
- 8. New Business
  - a. ....
  - b. Other
- 9. Next meetings
  - a. Regular meeting [Date] [standard location/non-standard location]
  - b. Workshop [Date] [standard location/non standard location]
- 10. Adjourn