

Regular Board Meeting Minutes

July 20, 2017 – Alpine Bank, Ridgway, Colorado

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

Present: Board members: Michael Boland, Vonnie Kuijvenhoven and Richard Wojciechowski; RSA administrator Karla Cline
Mountain Medical Center: Dr. Joel Gates, Susie Blakney

1. **Call to Order** at 1231 by Michael Boland.
2. **Review of Agenda:** Richard requested reinstatement of Action Item review which had been inadvertently dropped from the agenda under Old Business and Budget Preparation be added under New Business.
3. **Minutes: MOTION** by Richard second by Vonnie to accept the minutes from June. Motion passed.
4. **Public Input.** None.
5. **Discussion with medical provider:**
 - Susie presented copies of the Ouray County Summer Guide with the advertisement that had been subsidized 50% by the RSA.
 - Discussion regarding exterior sign.
 - Cost of refurbishing and installing the old electronic sign complying with current regulations proposed as black with backlit white image and text would be \$280 for each side, \$150 per side for protective Plexiglas, \$400 labor/installation for a total of \$1260 (based on May proposal) assuming it meets Town code and no cost to reactivate the electric power.
 - Above was ascertained by MMC staff, and Dr. Gates has not had time to review or consider it.
 - Overall MMC staff recommendation that repainting the existing wooden sign with contrasting colors and trimming the tree that partially blocks it from view, the original RSA suggestion, would be satisfactory.
 - MMC staff (Susie) requested to obtain cost estimate from handyman to refurbish the existing wooden sign and trim the tree and consult with Dr. Gates as to MMC position for the August RSA board meeting.
 - Delight recommends a mid-September social event at the Ridgway State Park.
 - Susie noted the clinic is very busy, she gets there at 7 a.m. and hasn't been leaving until after 6 p.m.
6. **Old Business:**
 - a. Sprinkler system:
 - Susie indicated that over several visits AquaTech replaced two sprinkler heads as well as proposed moving sprinkler heads to different locations to cover grass area that had been dying and avoid spraying water on the wall and relocating control unit to outside to be available for access during non-business hours. In the meantime Susie brought hose and watered the lawn. Discussion that the AquaTech proposal is a very expensive fix that does not appear necessary.
 - Susie noted that timing of sprinkler activation had twice reverted to ten minutes every other day from the 30 minutes/day setting she used. Susie believed AquaTech had reset the timing, but discussion suggested that may have been an automatic return to a default setting. Timing has been reset to 30 minutes/day.
 - After the latest adjustments the grass is returning and the sprinkler system appears to be working. No action other than ensuring timing is correct needed at this time.

- Joel expressed dissatisfaction with AquaTech.
 - Mike agreed to talk with AquaTech to ensure when they come by they do so during business hours when staff is available, discuss setting heads and timer properly and clear up any issues.
- b. RSA/Mountain Medical social event.
- Vonnie and Delight (MMC staff) recommended a mid-September gathering at a Ridgway State Park pavilion. Delight is to poll MMC staff to pick an acceptable date. Cost of the pavilion is \$145 (\$135 plus \$10 reservation fee) plus \$7/vehicle entry fee. Participation anticipated on the order of 30-35 individuals (11 MMC staff plus families, 6 RSA staff plus families). Funding a number of vehicle passes would cost about another \$100. Delight requested RSA funding meat products. Vonnie suggested preparing food (Vonnies offered to prepare pulled pork and a vegetarian alternative) that doesn't entail use of grills and offered to do so to be funded by RSA plus pot luck. Total cost estimate \$450 estimating \$200 for food.
 - Discussion noted that MMC has a number of new employees and that getting to know each other would be helpful. Susie requested to poll MMC to ensure any religious or similar food constraints are identified. Susie indicated MMC count would be 24. Delight will check to see if a discount is available on vehicle passes.
 - **MOTION** by Richard, second by Mike, to authorize \$450 for the event, motion passed, with Vonnie authorized to proceed.
- c. Action item review:
- June meeting tasked Richard and Joey to send a letter to Dr. Gates again requesting his comments on the draft contract terms provided to him in early May. In response to RSA's reminder dated June 4 and the June 19 RSA letter on June 22 Dr. Gates in an e-mail stated he would make it a priority. In a July 13 e-mail Dr. Gates proposed to have something for the August RSA board meeting but noted he has a contract through April 2018. At the board meeting Dr. Gates stated he would prefer to not provide comments until September. Richard noted Dr. Gates is not being responsive, suggested the August meeting will need an executive session to discuss.
 - Mike is still working the budget policy completeness assurance.
 - Karla's adjustments to the financial records are believed to have corrected the appearance of expenditures in the correct accounts. Vonnie noted that not all reports show the account number associated with individual transactions. Vonnie noted that Karla has been extremely responsive to financial queries (and Richard noted Karla is the one who prepared the documentation for this meeting).
 - Mike ascertained Coleen's medical condition, who has been ill, and had expected her to be at this meeting per her email to the Board this past month. Mike will make a welfare check on Coleen for the Board.
 - Karla provided a listing of insurance types available from the state pool. Board requested Karla (i) ascertain timing on insurance policies, and (ii) obtain preliminary data on premiums, and (iii) ascertain whether RSA would have to join SDA, so the board can consider whether shifting insurance carriers makes sense when the current policies expire.
 - Other action items were completed.
7. **Report from Administrator.**
- a. Calendar review. Start of budget development is the key upcoming task. Board requested Karla to draft letter to Dr. Gates, with copy to Susie, requesting MMC's wish list for budget items.
 - b. Correspondence: County assessor's statement of personal property was received.
 - c. Financial statements: Karla provided current financial statements, some discussion on format.

- d. Invoices/checks. After discussion of individual invoices and relative responsibility for different costs, **MOTION** by Richard, second by Vonnie, to approve and pay the invoices presented. Motion passed.
- 8. New Business**
- a. Budget preparation:
- Discussion that contract terms are critical to developing the budget. Dr. Gates' delays to substantive discussions of terms for a replacement contract will unduly complicate developing a budget. Concluded that yet another formal notice to Dr. Gates requesting near term discussion of contract terms may be necessary. Discussion that even for contractual purposes RSA decisions have to be made in September. Richard requested a decision regarding a response be left to the negotiating team after Joey's return.
 - Process we have developed is to look at prior year actual and current year projections line by line expenditures and start with projections, including consideration of MMC wish list. Will need to purchase replacement AED pads this coming year. Complicating the budget effort this year is the uncertainty on contract terms for 2018. May need to effectively build two budgets and then combine into a single budget.
 - Karla was requested to draft a letter requesting MMC input for RSA budget development, with response requested prior to the RSA August regular meeting. Discussion that last year's failure of MMC to provide requested input into the budget complicated things. Mike has a copy of last year's request with desired detail included.
 - Conclusion that first board workshop on budget should be after August regular meeting, tentatively set for September reserved date. Mike commented that last year the budget development work shop went very well as the board went through each line item. Discussion that how well this goes depends largely upon detailed preparation prior to the work shop.
 - Richard and Joey need to get a handle on contract terms for 2018 to build the budget.
 - Board requested Karla and Richard meet separately and prepare documentation for such the budget workshop, to be done by mid-August.
- b. Other: Discussion, should the board meeting packets be preserved as packets, or simply continue with distributing final documents/correspondence to the appropriate subject folders in Drop Box? Preserving both packets and distributing to appropriate folders means duplication. Conclusion: keep it simple, items should be filed in appropriate subject folders, and packets can be retained for just a few months under the temporary (Richard for Review) folder for two months (current and one previous).
- 9. Next meetings:**
- a. Regular meeting on August 17 at 1230, the Alpine Bank, Ridgway. This meeting will be noticed to include an executive session to discuss items subject to negotiation.
- b. Workshop: No workshop at the reserved date/time in August.
- c. Workshop: plan on September workshop dedicated to budget.
- 10. Adjourned** at 1354 pursuant to **MOTION** by Richard, second by Vonnie; motion passed.

Submitted by:
Richard Wojciechowski
Secretary

Approved by the Board on August 17, 2017
Michael Boland
President

Enclosures: Agenda as amended; Action items

Ouray County Regional Service Authority
Regular Board Meeting July 20, 2017
12:30 PM – Alpine Bank Conference Room, Ridgway

AGENDA

1. Call to Order
2. Review of Agenda
3. Approval of Minutes from June
4. Public Input
5. Discussions with Medical Provider (Dr. Gates)
6. Old Business
 - a. Sprinkler system, AquaTech recommendations
 - b. RSA/Mountain Medical social gathering
 - c. Action Item review.
7. Report from Administrator
 - a. Calendar review
 - b. Correspondence
 - c. Financial statements
 - d. Invoices/checks
8. New Business
 - a. Budget preparation
 - b. Other
9. Next meetings
 - a. Regular meeting August 27, 12:30 p.m. Alpine Bank, Ridgway
 - b. Workshop: Not planned at this time; August 10, 5:30 p.m. reserved in case a workshop is required.
10. Adjourn

ACTION ITEMS

5. Cost estimate to recondition/paint existing wooden exterior sign along highway. [MMC]
- 6.a.i. Mike to talk with AquaTech. [Mike]
- 6.b.ii. Poll MMC staff on social event. [MMC]
- 6.b.iii. Organize social event. [Vonnie & MMC]
- 6.c.i. Ensure budget policy captures all requirements. [Mike]
- 6.c.ii. Welfare check on Coleen. [Mike]
- 6.c.iii. Obtain insurance quotations. [Karla]
- 7.a./8.a. Letter to MMC requesting MMC budget wish list. [Karla/Mike]
- 8.a.i. Consider follow up letter to MMC regarding contractual terms. [Joey & Richard]
- 8.a.ii. Assess contract term impacts on budget. [Joey & Richard]
- 8.a.iii. Prepare draft documents for budget deliberation. [Karla & Richard]