

## Regular Board Meeting Minutes

February 15, 2018 – Alpine Bank, Ridgway, Colorado

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

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

1. **Call to Order** at 1232 by Michael Boland.
2. **Review of Agenda:** No changes
3. **Minutes: MOTION** by Joey second by Vonnie to approve the minutes from January 18, 2018. Motion passed.
4. **Ratification of January 18, 2018 actions: MOTION** by Richard, second by Vonnie to ratify all actions at the January regular board meeting; motion passed.
5. **Public Input.** None.
6. **Discussion with medical provider:**
  - Dr. Gates stated conditions are “challenging” and MMC is working “under duress” in an interesting climate due to absence of mid-level provider and the influx of patients from Dr. Sherwood’s closed practice.
  - The “cloud” outage for Allscripts clients lasted eight days instead of a few hours, which then required staff to recreate medical notes from the entire period to enter them into the computer system that allows billing, doubling the work effort. During the outage staff did not have access to patient reminders, laboratory results, appointment information, etc., making operations hectic. Approximately half of Allscripts clients use the on-line “cloud” system and were affected nationwide.
  - Dr. Gates anticipates possible complaints to the RSA as former patients of Dr. Sherwood find the MMC intake process, i.e. obtaining medical history, prescription history, insurance information, etc. frustrating, and appointments only available several weeks out while also unable to obtain refills on prescriptions. There are many people unhappy with their situation.
  - Noted the Ridgway pharmacy closed around last Christmas and has not reopened, at the same time other pharmacies will not refill prescriptions from Dr. Sherwood.
  - MMC also does not deal with patients requiring narcotic medications, which is frustrating to patients unable to obtain refills of those medications.
  - Dr. Gates has been interviewing potential replacements for Physicians’ Assistant Susan Haag but has not found a suitable replacement as yet. He noted this is a tough time for primary care practices with ever increasing bureaucratic documentation mandates and resistance by insurance companies to approving testing and treatments and medications, requiring ever more data and more second opinions.
  - Dr. Gates noted in discussing the high administrative workload that taking on someone new to the field entails very labor-intensive training and oversight to bring a new hire up to speed.
  - Dr. Gates noted there are a number of different business models available for primary care. The subscription service model has attractive features for the provider, i.e. a steady income stream and guaranteed availability of care when required, but discussion suggested that (i) it isn’t well suited to a largely Medicare patient demographic, or (ii) a patient demographic in which patients need insurance for care over and above primary care, and (iii) that insurance programs do not pay for subscription services, so it is viewed by potential patients as having to pay twice. Dr. Gates feels a

lot of pressure under the current climate and may in the future have to discuss what MMC can and can't do.

- Dr. Gates noted the fiber optic connection to the building has been completed but Deeply Digital contractor recommends replacement of analog switches in building to enable taking advantage of the high-speed connection, at a cost around \$800. The current connection provides download and upload rates around 10mps, the fiber support rates of 500Mps up and down. If MMC moves to higher speeds the limitation may become the speed of Allscripts servers. Dr. Gates stated he is still in discussions with Century Link to cancel his contract early to move to a new telephone system and noted the new system he has in mind would cost on the order of \$9,000. Changing these would open up the bandwidth and provide better access to electronic health records.
- Imaging: MMC took 27 x-rays during January and 20 to date in February.
- Susie asked what forms RSA needs from her regarding the new Welch-Allen units.

7. **Old Business:**

- a. Ratification of **Resolution 2018-01: MOTION** by Richard second by Vonnie, to ratify. Motion passed. Discussion that Karla should send a copy of the ratified resolution as well as the minutes from the January meeting which include election of 2018 officers to Michelle Nauer, the county clerk and recorder.
- b. Audit exemption request.
  - Karla presented the audit exemption request prepared by Don Moreland.
  - Board requested Karla query Mr. Moreland as to page 4 item 3-15 (\$1,797), utility operations, and correct the RSA's mailing address on the cover page.
  - Karla identified the difference between Moreland's statement of direct provider support and the Quick Books report as it stands now is due to the correction of the allocation of insurance between administration and facility.
- c. Action item review. Some actions completed. Outstanding actions to be accomplished include:
  - 6.a. documentation of inventory as of December 31, 2017.
  - 6.d. addressing appropriate ice-melt chemicals to minimize damage to concrete sidewalk.
  - Updating inventory to remove disposed of Welch-Allen wall mounted blood pressure and tag and enter the new units into inventory.

8. **Report from Administrator.**

- a. Calendar review.
  - Planning procurement actions: confusion over whose account items should be purchased, but at this time board not aware of anything on waiting list to be procured. Coordination between MMC and RSA administrator needs to occur as to who is procuring, who receives invoice, etc.
  - Audit exemption report is due by end March.
  - Richard noted adding the April 15 due date for personal property declaration to the county assessor's office, and board added December 31 generation of inventory report on that date as the software does not accommodate "as of" date reports.
- b. Correspondence:
  - Budget accepted by DoLA.
  - A \$572.41 check was received from Special Districts Association as credit for broader based participation in the insurance pool.
  - The post office has been forwarding some, but not all, mail from the old PO box address to the new address. Coleen educated the board on the convoluted Postal Service system which

prohibits forwarding PO box addressed mail for businesses. This may account for invoices not being received.

- Noted that providing request to forward mail to Postal Service is not adequate; RSA needs to proactively advise correspondents of change of address.
- c. Financial statements posted to Drop Box had been reviewed. Discussion of whether a lower level of detail on the budgeted amounts concluded the mid-level posted is adequate.
- d. Invoices/checks.
- Karla and Susie will coordinate to include both RSA and MMC checks in payment of Allscripts together.
  - McKesson statement included four invoices, two for equipment purchased and two for late payment fees totaling approximately \$150. Extended discussion that (i) invoices had never been received, (ii) invoices had been repeatedly requested, and change in post office may, but not necessarily, had contributed to non-receipt of correspondence, (iii) McKesson had been repeatedly notified of change in post office box. Board consensus to pay the prices of the equipment immediately but requested Karla to take following actions:
    - Send follow up e-mail to McKesson requesting invoices be provided and include copy of e-mail with payment;
    - Get with Susie and talk jointly to McKesson sales rep to straighten out the McKesson invoicing process and addressing errors;
    - Convey to McKesson board does not believe RSA should pay late payment fees when it has never received invoices despite several requests.
  - Board noted that all checks should have new post office box number written in.
  - **MOTION** by Coleen, second by Joey, to approve and pay the invoices presented with McKesson payment modified per discussion. Motion passed.


## 9. New Business

- a. Mileage reimbursement: Board noted a change in the IRS mileage rate to 54.5 cents/mile, which at Colorado's 90% factor for Colorado government employees equates to 49 cents per mile for two-wheel/all-wheel drive vehicles (52 cents/mile for 4-wheel drive).
- b. Building issues:
- Coleen has hired Denise to refurbish the exterior sign, they are getting together to go over color schemes this week.
  - Coleen has hired Michael Wage to repair the wainscot.
  - Coleen noted a dent in the building. This had been addressed last summer, but the handy man hired to repair it never did. Coleen will take action.
  - Coleen noted the parking lot is deteriorating. Mike noted that the sidewalk project and any work on the parking lot need to be coordinated and the drainage addressed. Coleen to talk to both sidewalk and paving contractors to identify potential solutions. Discussion of painting sidewalks dark or internal heating – which needs multiple competitive bids.
- c. Other:
- Coleen's Surface still not working; she will take it to Office Depot again.
  - Mike's e-mail is inoperative at this time.

10. **Next meetings:** Regular meeting on March 15 at 1230, the Alpine Bank, Ridgway.

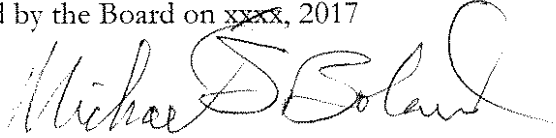
11. **Adjourned** at 1417 pursuant to **MOTION** by Joey, second by Coleen; motion passed.

Submitted by:

  
Secretary

Approved by the Board on <sup>March 15</sup> ~~xxxx~~, 2017

President



Enclosures: Agenda; Action items

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**Ouray County Regional Service Authority**  
**Regular Board Meeting February 15, 2018**  
12:30 PM – Alpine Bank Conference Room, Ridgway

**AGENDA**

1. Call to Order
2. Review of Agenda
3. Approval of Minutes from January 18, 2018
4. Ratification of actions taken at the January 18, 2018 meeting.
5. Public Input
6. Discussions with Medical Provider (Dr. Gates)
7. Old Business
  - a. Ratify Resolution 2018-01, Designation of Election Official.
  - b. Audit exemption request
  - c. Action item review
8. Report from Administrator
  - a. Calendar review
  - b. Correspondence
  - c. Financial statements
  - d. Invoices/checks
9. New Business
  - a. 2018 mileage reimbursement
  - b. Other
10. Next meeting: Regular meeting 12:30 March 15, 2018 at Alpine Bank, Ridgway.
11. Adjourn

**ACTION ITEMS**

6. Remind Susie of the inventory policy forms for new Welch Allen units. [Karla]
- 7.a. Send copies of January minutes and resolution 2018-01 to county clerk. [Karla]
- 7.b. Research item 3-15 in Audit Exemption and correct address. [Karla]
- 7.b. Upload the 2016 audit exemption documentation to drop box. [Karla]
- 7.c. Generate record of inventory as of December 31, 2017. [Karla]
- 7.c. Discuss ice-melt selection with MMC. [Coleen]
- 7.c. Update inventory (Welch-Allen disposed, new Welch-Allen units). [Karla]
- 8.a. Following 2017 example send assessor inventory. [Karla]
- 8.b. Advise banks and other regular correspondents of correct post office box number. [Karla]
- 8.d. Communicate with Susie's help with McKesson sales rep regarding non-receipt of invoices and inappropriate late fee charges. [Karla]
- 9.b. Refurbish exterior sign. [Coleen]
- 9.b. Repair wainscot. [Coleen]
- 9.b. Repair dent in building south wall. [Coleen]
- 9.b. Start list of items to consider for 2019 budget. [Richard]
- 9.c. Repair Coleen's Surface. [Coleen]