

## Regular Board Meeting Minutes

August 16, 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 1229 by Mike Boland.
2. **Review of Agenda:** no changes but to accommodate Dr. Gates' schedule, discussion with medical provider held first.
3. Public Hearings regarding amendment of the 2018 budget. Public hearing opened at 1248.
  - a. Presentation of proposed amendment: Karla provided a table showing the proposed budget amendment.
  - b. Public input: there was no public input.
  - c. Board deliberation:
    - The budget amendment is primarily for increasing the budget by \$36,000 to cover the costs of emergency repairs. All other accounts are well in line with the budget.
    - The budget amendment includes \$2,000 for replacement of two toilets in provider rest rooms. Coleen reported she had identified suitable toilets available at Home Depot for \$199 and a plumber who charges \$50/hour and estimates one to two hours labor for installation of each toilet, thus at an estimated cost of \$300 each. Discussion that ensuring a video camera inspection of the piping should be performed prior to replacing the problematic toilet is appropriate considering Dr. Gates' comments, although it doesn't make sense that roots would invade the pipe from a toilet to the main outlet line if other devices are not affected.
    - Richard noted that the proposed addition of \$12,000 in contingency for facility expenses has the appearance of a slush fund and preferred that it be in a separate contingency account which requires declaration of an emergency prior to expenditure. Other board members objected noting that any expenditure requires board approval, despite some retroactive approvals in the past, and that a separate account would have more of the appearance of a slush fund, while any emergency repair is most likely to be facility related such as repair of air conditioners, and thus belongs in the facility line item.
    - **MOTION** by Coleen, second by Vonnie, to adopt the amended budget for 2018 as presented. Motion passed.
    - Karla presented a draft of the required resolution to amend the budget. Minor edits to the resolution and budget message were discussed. **MOTION** to adopt **Resolution 2018-03** and budget message as amended by Joey, second by Coleen; motion passed.
    - Board directed Karla to effect the changes approved, provide those to the president and secretary for signature, and submit to DoLA as required.
  - d. Public hearing was closed at 1306.

4. **Minutes:** Approval of minutes from July 19, 2018. **MOTION** by Vonnie, second by Coleen, to approve the minutes from July 19 as presented; motion passed.

5. **Public Input.** None.

6. **Discussion with medical provider, Dr. Gates:**

- MMC is replacing their receptionist; interviews today.
- Things are “going great,” situation has calmed down, new patients are coming in.
- No major issues, other than frustrating struggles with Allscripts.
- Allscripts continues having problems with “down time” unavailability of the cloud computing. These issues are not susceptible to local resolution.
- Dr. Gates elected to sign up for a service providing automated notifications via text and e-mail to patients to improve business efficiency, as an additional Allscripts feature. MMC sent invoice for this to RSA but can absorb this cost, but would welcome funding by RSA.
- Yard maintenance has been excellent. Contractor missed some weeds next to the building, but has been cooperative when things have been pointed out.
- One of the four air conditioner units was not operating properly, Susie called the maintenance contractor who came out immediately, pointed out an old fuse had blown, indicated fuse is quite old and they deteriorate over time.
- Toilets in provider restrooms are still not operating properly. Dr. Gates remembers that one of those toilets has always been a problem, someone long ago stated the problem is related to roots getting into the outlet pipe. Suggested that replacing the commode may not resolve such a problem.
- Dr. Gates noted the tree on the north driveway had been removed and freed up the driveway.
- Dr. Gates reported he has been approached by an internal medicine physician who has been practicing in Montrose for the past year but who does not fit well with that practice, is interested in coming down to Ridgway.
  - Neither MMC staff nor Dr. Gates is enthusiastic about taking on another new provider having just finished one stressful period and still training and acclimating a new provider.
  - Dr. Gates preliminary inquiries suggest the doctor has a good reputation but just doesn't work well with the newer version of practicing medicine and thus the Montrose practice with which he is currently associated. The doctor has 31 years total experience with 24 year's experience prior to coming to Montrose.
  - There would be benefits to having another doctor who could oversee the physician's assistants.
  - Dr. Gates stated MMC practice would have to expand to support another doctor. Until such an expansion were effected he cannot financially support another doctor even at the lower remuneration that would be considered in Ridgway.
  - Discussion questioning the degree to which MMC would need to expand to support another doctor did not yield an answer.
  - Discussion revealed that taking on another doctor would require expanding support staff by one front office person plus an additional nurse, not just the doctor's compensation.

- Discussion indicated that while Dr. Gates himself has appointments booked for several weeks out for his regular patients, appointments are available every day both mornings and afternoons with physician's assistants for those calling in.
- Discussion indicated that Shirley Olson's medical practice in Ridgway uses a different (boutique subscription) business model which does not compete with MMC's business model and is unaffordable for some patients.
- If RSA is interested in expanding medical availability in the county, it would have to financially support the opportunity for additional staffing.
- Dr. Gates noted that the doctor interested in coming to Ridgway has reached out to the mayor of Ridgway requesting public support for his potential move to MMC in Ridgway.
- Dr. Gates indicated from his perspective this is not the right time to expand and MMC cannot afford to do so, but if RSA wanted to fund the expansion he would consider it.
- With regard to RSA's request for MMC input with regard to 2019 budget Dr. Gates noted he cannot predict what may break and need replacement or repair.

## 7. Old Business

### a. Facility issues:

#### i. Toilets:

- As discussed in the public hearing board deliberations, Coleen identified appropriate toilets at a cost of \$200 each and a plumber, D-B Water Works, willing to install them at labor cost of \$50/hour.
- Discussion that prior to replacing toilets video inspection of outlet pipe needs to be done, and thus need to ascertain whether selected plumber has that capability.
- Richard asked why RSA is again changing plumbers, as past experience has been that changing vendors continually has resulted in problems, and the RSA had adopted the policy of finding a reliable qualified vendor and staying with that vendor. Richard had understood RSA was using Benjamin Franklin plumbers for plumbing work. Mike seconded the view that RSA was trying to find and stick with reputable vendors and develop relationships with them, but allowed as how a toilet installation is a minor matter.
- Coleen noted that she had switched plumbing vendors to John Hammond because he had started the last project as an employee of Benjamin Franklin, she had retained him to continue that work at the same rates charged by Benjamin Franklin, but he had become non-responsive. Coleen considers Benjamin Franklin rates to be too high, and had thus found a local qualified plumber willing to do the work. Coleen admitted the new plumber is her ex-husband and lives in Ridgway.
- Coleen noted she is now trying to save money.
- Joey noted the board trusts Coleen to select the optimal solution.
- Coleen offered that taking the job away from Ben Franklin had not damaged RSA's relationship with them.

ii. Tree removal. Coleen reported the tree had been removed. She suggested that she pay the young man (her neighbor) who had removed it in cash (\$200), as he may not even have a checking account, and be reimbursed. Richard noted that payment should be made by RSA check, and that vendor can cash the check in the Alpine bank, even if he does not have his own checking account. Coleen stated she would come up with an invoice on the young man's behalf.

iii. Heat tape:

- Coleen stated John Kropuenske (Yankee Boy Electric) would look at the heat tape wiring issue soon. Richard noted that was to have been accomplished previously, was there a problem? Coleen responded that John was going to show up and look at the issue before but trades are very busy; Vonnie suggested John may believe there is no hurry as this is a winter issue.
- Discussion noted this should remain on the action item list.

b. Action Item review:

- Karla noted most of the items were hers to do, with the exception of the inventory items, which she will be doing in September and October they have been accomplished.
- Karla noted the notice board has been ordered, was to have been shipped to the MMC address, should be arriving any day.
- Mike has not been to Grand Junction, has not picked up the Sam's Club card as yet.
- Coleen is still working on the reference binder.
- Old EKG computer still needs to be recycled. Keep on list.
- The old electronic sign was too heavy to lift into a truck, Mike will bring tools to dismantle it for recycling.
- Karla and Coleen noted there has been some difficulty in communicating clearly with MMC regarding invoicing. Suggestion made that any communication be in simple written terms via e-mail to document exactly what is needed with appropriate references to avoid misinterpretation.
- Board discussion that some action items which are being deferred should remain on the list so they are not overlooked.
- Richard reported his Surface is no longer working, not accepting keyboard input, despite being plugged in and updates downloaded. Mike turned his Surface over to Joey with its charger and pen.
- Coleen photographed bar code on desk that Delight took; to be added to next action list.

## **8. Report from administrator:**

a. Calendar review:

- Karla ran through actions due over the next several months.
- Joey suggested checking AED pad expiration be part of the annual inventory process.

- b. Correspondence: Receive advice from DoLA regarding payments to emergency workers, but RSA has not been hiring emergency workers.
- c. Election Process/Nominations.
  - Karla summarized the schedule.
  - Draft Inter-governmental agreement (IGA) has been received from county for the conduct of elections. Richard provided Karla with suggestions due to a conflict between RSA's underlying legislation and the pro-form IGA provided by the county. Further edits were suggested by Mike. The IGA requires a number of resolutions by the RSA to proceed.
  - **MOTION** by Richard, second by Vonnie, authorizing president to sign IGA as amended in the discussion; motion passed.
    - Karla to print out amended IGA for signature.
    - Karla to arrange meeting with county election official to present amended IGA.
  - **MOTION** by Richard, second by Joey, to adopt **Resolution 2018-04** which includes the resolutions required by the IGA and affirms direction of the board in prior resolution. Motion passed.
  - Karla reported one self-nomination from District 4 has been received and the county election official has verified the eligibility of the candidate.
  - Mike announced he has decided not to run for re-election as representative of District 2, and suggested board members look for potential candidates.
- d. Financial statements: Karla had made statements available in Drop Box.
- e. Invoices/Checks:
  - Karla presented a number of invoices and checks.
  - The invoices from Allscripts were somewhat confusing. It turns out that MMC now requires four, not three Allscripts licenses (Dr. Gates, Angela Miller, Gabrielle (Brie) Silverman and Kathleen Korndorfer). Allscripts now requires that each billing provider has an individual license and MMC is now having the PA's bill individually, whereas previously only the doctors required licenses. Not all other invoices appeared consistent, e.g. renewal of existing licenses are billed for less than the new license for Ms. Korndorfer. Coleen noted that Ms. Korndorfer, who is new, has already announced she is leaving.
  - Allscripts invoices appear to be increasing. Board suggested Karla chat with Josie, who appears to best understand the Allscripts invoicing.
  - MMC (Susie) had dropped off one \$45 invoice with a note that it should not be paid as MMC (Josie) is contesting it.
  - **MOTION** by Joey, second by Coleen, to pay the uncontested invoices. Motion passed.

## 9. New Business:

- a. Second Quarter Financial Review Report: Joey reported that he and Vonnie had reviewed the QuickBooks account, found that accounts were properly recorded and all expenditures were proper.
- b. 2019 Budget development:

- Mike has handed a written request for MMC budget input directly to Dr. Gates, as the mailed written request last year apparently never reached Dr. Gates and the one the year before that was misplaced as well.
  - Budget workshop planned for September prior to the regular board meeting.
  - In response to Coleen's suggestion RSA redo the sidewalk and parking lot, board suggested that professional opinions be obtained as to (i) how soon those need to be repaired or replaced, e.g. one year or five years; (ii) cost of repairing/replacing each; (iii) cost of an asphalt addition to raise the low area which pools water in front of the main entrance and does not drain. Coleen said she would consult appropriate contractors, including "Mr. Concrete" who does work in the area, to obtain information for budgeting purposes.
- c. Budget workshop: Mike suggested a September 6 budget workshop. Discussion of calendars concluded a workshop on September 13 would be held at 1230 at Alpine bank presuming availability of the facility. Karla to check on availability.
- d. Stage III and IV Ridgway town water restrictions. While MMC is responsible for controlling watering of the lawn RSA has an interest in complying with town regulations. Current sprinkler settings of watering every day do not conform to the current Stage II restriction of watering only twice per week. Ridgway anticipates moving to Stage III restrictions (limited to once per week) in September - about the end of the watering season. While the restrictions limit how many times per week watering is permitted on residential property, they do not appear to limit how long each watering may last. While MMC (Susie) controls the sprinklers, Coleen said she would go over to MMC and change the sprinkler program to watering in compliance with town restrictions (twice per week rather than every other day).
- e. Other:
- Dumpster concealment: Mountain Market is the only commercial operation that has screened their dumpster. no other topics. This is an MMC responsibility, not RSA.

10. Next meetings:

- Budget development workshop for 2019, tentatively at 1230 p.m. September 13, 2018 at the Alpine Bank in Ridgway, presuming availability of the location.
- Regular monthly meeting 1230 September 20, 2018 at the Alpine Bank in Ridgway.

11. Adjourned at 1437 pursuant to **MOTION** by Richard, second by Joey; motion passed.

Submitted by:



Secretary

Enclosures: Agenda; Action items

Approved by the Board on September 20, 2018



President

**Ouray County Regional Service Authority**  
**Regular Board Meeting August 16, 2018**  
12:30 PM – Alpine Bank Conference Room, Ridgway

**AGENDA**

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|--|---|
| 1. Call to Order                                     | a. Calendar review                                    |
| 2. Review of Agenda                                  | b. Correspondence                                     |
| 3. Public Hearing regarding Amendment of 2018 Budget | c. Election Process / Nominations                     |
| a. Presentation of proposed amendment                | d. Financial statements                               |
| b. Public input                                      | e. Invoices/checks                                    |
| c. Board deliberation                                | 9. New Business                                       |
| 4. Approval of Minutes from July 19, 2018            | a. Second Quarter Financial Report                    |
| 5. Public Input                                      | b. 2019 Budget development                            |
| 6. Discussions with Medical Provider (Dr. Gates)     | c. Budget Workshop – Sept. 6th ?                      |
| 7. Old Business                                      | d. Stage III & IV Ridgway Town Water restrictions     |
| a. Facility issues                                   | e. Other  |
| i. Toilets   | 10. Next meeting: Regular meeting 12:30 September 20, |
| ii. Tree removal                                     | 2018 at Alpine  |
| iii. Roof heat tape.....                             | Bank, Ridgway.  |
| b. Action item review                                | 11. Adjourn   |
| 8. Report from Administrator                         |   |

**ACTION ITEMS**

- 3. Finalize 2018 budget amendment document. [Karla]
- 3. Send budget to DoLA. [Karla]
- 7.a. Toilets – arrange for outlet pipe inspection; install new toilets if appropriate. [Coleen]  
Roof heat tape: obtain estimate for rewiring. [Coleen]
- 7.b. Update inventory, also removing table donated to Delight. [Karla]  
Notice board; receive [Karla]  
Recycle old EKG computer [Joey]  
Recycle old electronic sign [Mike]  
Turn in District 4 Surface to Joey [Richard]
- 8.c. Finalize IGA, obtain signatures, submit to county. [Karla]  
Get with Josie to understand Allscripts invoices [Karla]
- 9.b. Obtain rough estimates for correction of paving drainage [Coleen]  
Obtain rough estimates for correction of sidewalk. [Coleen]
- 9.d. Correct sprinkler setting [Coleen]