

## RSA BOARD MEETING MINUTES

October 17, 2019

- 1) Meeting Called to Order at 12:35pm. Present: *Board Members* Joey Huddleston, Coleen McElroy, Craig Hinkson, Mary Ann Jackson *Staff* Karla Cline *Provider* Dr. Gates, Susie Blakney Absent: Vonnie Kuijvenhoven
- 2) Review of Agenda -No changes
- 3) Approval of Minutes: Mary Ann moved to accept minutes as presented, Coleen seconded; MOTION TO ACCEPT AUGUST 15, 2019 MINUTES. MOTION PASSED.
- 4) Discussion with Medical Provider
  - a) Allscripts – very problematic again. E Clinical seems like it has many of the same issues that Allscripts. St. Mary & Montrose Memorial use EPIC but MMC is too small to be a client. EMR and Quality Health Measures seems to be a problem which physicians are facing NATIONALLY.
  - b) Direct Primary Care Model discussed and how such a model would or would not be acceptable in conjunction with RSA. Because RSA is a tax payer funded entity, it could not support any model of medicine that was not open to all members of the public. FQHC might be a good model for the community. Discussion of challenges around mergers/take overs of other facilities.
  - c) Mil levy discussion – Question on ballot should include the understanding that if the mill levy is not approved, the building and RSA will go away. Something like “Shall we increase taxes and if not, shall we sell building and disband RSA”.
  - d) Radiology – used daily
- 5) Old Business
  - a) Gutters & Snow Fence: ProServices is unresponsive so we will approach other companies. ER gutters must be addressed before winter. Heat tape is only in the back – which needs to be turned on.
  - b) Room 3 Odor: Deeply Digital came out and said there were no problems with their work. Next step: Pressure testing on vents by plumber. “Pig in the vent”. Contact Keenans or Ridgway Plumbing. Scoping might be needed too.
  - c) HVAC- October 23<sup>rd</sup>, Mt West Mechanical and they will change filters
  - d) Action Item Review List:
    - i) Gutter & Snow Fence Revised quote needed - Joey
    - ii) Citizens State: CD signature cards must be signed by Board continued
    - iii) Screen in Exam Room 3 – still in need- Coleen
    - iv) Investigation of Odor is ongoing
    - v) Transfer 3% for Tabor compliance – Vonnie /Joey
    - vi) Plaindealer article – Vonnie working on this
    - vii) Installation of stainless steel backsplash behind lobby water fountain -Vonnie

- viii) Bookkeeping Adjustments Resulting from 2017 Audit Exemption- Vonnie/Karla
- ix) Installation of solar lights for employee safety- Coleen
- x) Install of weather stripping on exterior doors – Coleen
- xi) Possible install of gaskets in exterior wall outlets – Coleen
  - (a) Ridgway Hardware account will be charged for needed items to accomplish above tasks

6) Report from Administrator

- a) Calendar Review-
  - i) AED expiration date (Joey)
  - ii) Thermostat batteries replaced/smoke detectors. (Coleen)
  - iii) Budget submitted to RSA board, Legal Notice published about Public Hearing in November. Budget published on RSA website.
    - (a) County DOES NOT need a copy of RSA Budget
  - iv) Start Inventory - Karla
- b) Correspondence
  - i) Certification of Values
  - ii) Blakney Thank you
  - iii) Alpine Audit
- c) Financial Reports –
  - i) Alpine CD maturing on 11/6/19: Mary Ann motions: MOTION TO CLOSE ALPINE CD 42721 WHEN IT MATURES AND TRANSFER MONEY INTO RSA CHECKING ACCOUNT. Coleen seconds. All in favor. MOTION PASSES.
- d) Invoices/Checks
  - i) Allscripts
  - ii) Aqua Tech -2019 Spring start up and Winter
  - iii) AmorProSeal – parking lot
  - iv) Bartaschi – backflow cleaning
  - v) Alpenglow Publisher
    - (1) Karla will order new checks

Coleen moves, Joey seconds: MOTION TO PAY INVOICES AS PRESENTED. MOTION PASSED.

7) New Business

- a) Budget Presentation/Review
    - i) Contingency Funds -we will have 2 funds, one contingency fund for Provider Support and a second funds for Facility Expenses
    - ii) Short Budget Rationale needs to be written
  - b) New Signage – Collen will research and Karla will purchase
  - c) MMC needs to PURCHASE items approved of for 2019
- 8) Next Meeting: November 21, 2019- RSA BOARD MEETING & PUBLIC HEARING RE BUDGET
- 9) Adjourn: Mary Ann MOTIONED to adjourn, Craig seconded, ADJOURNED AT 2:32pm.

Approved:

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#### ACTION ITEMS

- JOEY WILL OBTAIN QUOTE FOR ONE COURSE OF SNOW FENCING
- JOEY WILL CHECK AED PADS EXPIRATION DATE
- VONNIE WILL INSTALL BACK SPLASH
- ALL BOARD MEMBERS WILL GO TO CITIZENS BANK AND SIGN CD CARDS
- JOEY WILL CLOSE ALPINE CD 42721 AND TRANSFER FUNDS TO CHECKING ACCOUNT
- JOEY &/OR VONNIE WILL TRANSFER 3% OF FUNDS INTO TABOR ACCOUNT
- SUSIE WILL TURN ON ROOF HEAT TAPE
- MMC WILL PURCHASE APPROVED 2019 ITEMS
- COLEEN WILL CHECK THERMOSTAT BATTERIES AND SMOKE DETECTORS (Vonnie may have done this)
- COLEEN WILL GET SCREEN FOR EXAM ROOM 3
- COLEEN WILL INSTALL NEW SOLAR LIGHTS
- COLEEN WILL INSTALL GASKETING ON EXTERIOR DOORS
- COLEEN WILL INSTALL GASKETS ON EXTERIOR WALL OUTLETS
- COLEEN WILL CONTACT PLUMBER RE PRESSURE TEST AND POSSIBLE SCOPING
- COLEEN WILL SELECT NEW SIGNS/KARLA WILL ORDER
- KARLA WILL WRITE SHORT 2020 BUDGET RATIONALE
- KARLA WILL START INVENTORY
- KARLA WILL ORDER NEW CHECKS