

RSA BOARD MEETING MINUTES
October 15, 2020
12:30 PM – Alpine Bank Conference Room Ridgway, CO

1. Meeting Called to Order at 12:36pm. Present: *Board Members*: Joey Huddleston, Coleen Mc Elroy, Bill Halterman *Staff*: Karla Cline *Provider*: Susie Blakney, Dr. Joel Gates
Absent: Vonnie Kuijvenhoven, Craig Hinkson *Public*: Carolyn Dresler
2. Review of Agenda- Add Handicap Accessibility of Meetings Under “Other”
3. Public Input – Dr. Carolyn Dresler encouraged Board to present to the BOCC periodically.
4. Approval of Minutes: Coleen moved to accept minutes as presented, seconded Bill;
MOTION TO ACCEPT SEPTEMBER 17, 2020 MINUTES. MOTION PASSED.
5. Medical Provider Input
 - a. Door buzzer has been installed and is facilitating smoother entrance. Auto response text should be updated to include “push button” in foyer.
 - b. Automated check-in process through HELO ap being used. This allows people to “check in” at home and complete questionnaires.
 - c. UV light has been received from Ouray County. Big piece of equipment. It is on a stand but has no rollers. MMC is trying to figure out how to make it easily portable.
 - d. Schools have rolling teacher COVID testing on 2-week cycle. This has increased COVID testing at MMC because students are checking for exposure. MMC also must sign off on when teachers can return to work.
 - e. Bree is doing telehealth visits only which means that two days a week there is only one provider in the office. Lots of new patients enrolling, plus COVID makes it harder to get in to see doctor quickly.
 - f. Ouray County Public Health is doing free flu shot clinics
 - g. OCPH has intent to acquire Abbot ID now rapid test unit. These tests must be followed by PCR nasal swab.
6. Old Business
 - a. Reception/Waiting Room Plan: Joey presented design plan drawn by John Nixon. Plan centers on separation of SICK and WELL in waiting areas as well as “wings” where they will be treated. Air exchange has also been considered. Check in and check out will be re-configured. HIPPA compliancy will also be improved. Joey has met with 3 contractors. MMC has requested that demo work happen after November 19th- Thanksgiving weekend, if possible. Estimates are forthcoming.
 - i. Suggestion to look for funding from COLORADO HEALTH FOUNDATION to offset expenses around new HVAC system that has UV lighting/filters and such.
 - ii. MMC will deal with Deeply Digital and Superior Alarm.

- iii. Furniture will need to be moved and/or covered.
- b. MMC expenditure request
 - i. Automatic-Remote Door / intercom system – see above
 - ii. Body Temperature Kiosk- Foyer is hot in summer and cold in winter when people are opening the door to enter so even cheaper mounted thermometer would not work. However, with the help of the new buzzer system to manage patient entrance, receptionist has been able to take temperatures manually.
- c. Preliminary Budget – Updated since last meeting. The Preliminary budget has been posted on website and legal notice has been printed in paper 10/15/2020. Budget rationale presented. Board instructed to place this on website as well.
- d. Correction/Addendum to September 2019 Minutes- MMC report was received and would have been presented at September meeting, however the Board Meeting was canceled. MOTION TO ACCEPT MMC REPORT AS ADDENDUM TO SEPTEMBER 17, 2020 MINUTES. MOTION PASSED. Joey also presented statement drafted by Leah Gates concerning Allscripts to eClinicalworks reporting numbers.
- e. Action Item Review
 - i. Joey will go to MMC and replace AED pads (pads and battery need to be replaced in 2022)
 - ii. Inventory needs to be scheduled

7. Report from Administrator

Calendar Review

- **October:**
 - 15: Adopt preliminary budget -DONE
 - Budget officer provides rough draft budget to board - DONE
 - Notice of budget hearing published in Ouray County Newspaper. -DONE
 - Start Annual Inventory Preliminary inventory completed between October and December.
- **November:**
 - Insurance is due.
 - Budget hearing, public meeting
 - PO Box payment is due
- **December:**
 - 10: Last day to receive county assessor's final revenue statement
 - Update revenue projections based on final County Notice of Certification of Values (received by 12/10) <15: Certify Mill Levy
 - <15: Resolution: Approval of Budget
 - <15: Resolution: Appropriation of Funds
 - <15: Resolution: Approval of Mill Levy
 - <15: Budget Message 15: Adopted budget due to county

- Update contract Exhibit 2 listing of RSA property under lease.
- Upload following year's budget into QuickBooks
- Set meeting calendar for following year
- Arrange for meeting space for following year Prepare transparency notice for publication

Correspondence

- Request for inclusion of names in voting results.
 - Board decided to include names in future minutes to show voting record
- Request for financials as well as "justification" of mill levy request
- Request for contract between MMC and RSA
- Detailed questions concerning budget

Financial Statements – In Dropbox

Invoices/Checks

- QHN
- EClinicalWorks
- John Nixon
- Aquatech
- Vonnie- reimbursement
- Mathis Martin & Kidnay: Ballot Question legal review

8. New Business

- a. Computer Disposal- 9 computers at \$30 each.
 - i. Board requested that inventory stickers be reviewed. If computers were transferred then MMC is responsible for disposal. If not, RSA will reimburse
 - ii. Evidence and certification must be provided by MMC that hard drives have been destroyed appropriately.
- b. RSA online presence – FAQ page on website
 - i. Karla shared several of the requests for information the RSA has received as well as some of the discussion happening on-line regarding the mil levy initiative. Karla suggested developing a FAQ page on the RSA website to provide information as well as context. Karla will work on this over weekend and post ASAP.
 - ii. Joey shared about his interview with the Plaindealer for the upcoming article on the RSA. Discussion around issues/questions that might be raised after people read newspaper article.
- c. Other: Meetings should be handicap accessible
 - i. Karla will check with Ridgway Library. Board Meetings may be moved there if it is available.

9. Next Meeting:

- a. November 19, 2020 Board Meeting AND Public Hearing re 2021 Budget at **12:30 pm**, Alpine Bank, Ridgway, CO
- b. Work session: Tuesday November 10, 2020 at 9am Rebekahs' Lodge, Ouray
- c. DECEMBER MEETING ON 10th

10. Adjourn: MOTION TO ADJOURN. Joey motions, Coleen seconds, ADJOURNED AT 2:01PM

Approved:
