

**RSA BOARD MEETING MINUTES**  
**November 19, 2020**  
**12:30 PM – Ouray County 4H Center Ridgway, CO**

1. Meeting Called to Order at 12:34pm. Present: *Board Members:* Joey Huddleston, Coleen Mc Elroy, Bill Halterman, Vonnie Kuijvenhoven, Craig Hinkson *Staff:* Karla Cline *Provider:* Susie Blakney, Dr. Joel Gates *Public:* Carolyn Dresler
2. Review of Agenda- No changes
3. Medical Provider Input
  - a. Uptick in Corona Virus numbers. Continuing to try to balance sick vs well visits and not co-mingling patients.
  - b. MMC explored a grant for Colorado prescriber ID which allows prescribers to check for multiple opioid prescriptions for a patient. This checking is mandated by law. EClinical Works has a function which can be integrated with DORA and facilitate this process. However, it costs \$2500 annually, with a minimum of 3 years for EClinical, plus there is an addition \$7500 fee for DORA. Dr. Gates explained that the practice has only about a dozen patients who are prescribed opioids, and there is a long-standing relationship with these patients. The clinic does not manage chronic issues, which cuts down significantly on the number of patients needing opioids. Dr. Gates does not feel that the EClinical function is needed to comply with the law (and the grant was not pursued), but he wished to make the RSA aware of this function.
  - c. MMC presented their 2021 Wish List:
    - i. Nebulizer (2) / \$70 per
    - ii. Hand-held ultrasound \$3,500
4. Old Business
  - a. COVID-Related Remodel
    - i. The proposed remodel will cost more than initially thought, and so it will need to go out for bid. This will be an involved process necessitating detailed plans and documents. It will also take considerably longer to accomplish the project
    - ii. Question: Is there any other way we can deal with not mingling sick and well patients?
      1. Currently, visits are divided between the back and the front door. Sick visits stay in car until a provider is gowned up and patients enter and leave through the back door rather than through the lobby.
      2. Invitation to bid: Vonnie has spoken with John Nixon who drew the current plans and he is will to draw more detailed plans. Someone needs to look at plans and determine where outlets and

such need to be. Ceiling heights need to be considered. Snipps said that adding a supply off the HVAC would be possible and cost a few thousand dollars.

- a. Vonnie noted that HVAC and electric needs to be added to Invitation to Bid and left to the general contractor to arrange. Craig also noted that material (ie wood vs metal) should be at the discretion of the contractor.
3. Dr. Gates reminds the Board that there has been discussion in the past of a more comprehensive remodel of the building. The “COVID” remodel was intended to be an “acute” solution to deal with COVID and flu season. We now know this COVID remodel will cost significantly more money and take longer. Gates suggests that it might make sense to “table” this project now and rather consider how these issues might be addressed in the comprehensive remodel plan. If the current COVID remodel pushes ahead, construction would likely take place during the winter months, in the height of flu season, which would make the situation even more difficult to deal with rather than help. Both sick and well patients would be forced to enter through the back door because of construction, which would cause co-mingling, and thus defeat the purpose the project. Gates suggests waiting till Spring or Summer when the weather is better and we have a better sense of what lies ahead.
    - a. Vonnie supports putting lobby remodel on hold come up with a comprehensive plan
    - b. Coleen encourages working on this comprehensive plan now because contractors get booked up quickly in Spring.
    - c. East side remodel is discussed. Walls would need to go to the ceiling. At least one room would need a sink. HVAC would need to be changed. This might be the ideal times to upgrade the whole system. Accessing the system would require a mechanical engineer. A remodel of this side of the building might allow for an additional provider
  4. Vonnie summarizes the Board’s agreement that the current COVID project will stop, and the larger comprehensive project will be developed.
    - a. Discussion around the need for an “owners rep” who represents the RSA to the contractor. John Nixon MAY be willing to fill this role. Vonnie will speak with John. Dr. Gates would like to speak with John as well to discuss needs of facility.

- i. RFP vs. Invitation to bid: RFP is very specific, calling out what materials are to be used, what brands, etc. while Invitation to Bid is more general and looser
      - b. Dr. Gates thanks the Board for all their work on attempting to have the COVID project take place in a timely way and recognizes that the project not happening was not due to lack of effort
    - b. Action Item Review
      - i. Joey will switch out the AED pads
      - ii. Inventory in process
      - iii. Computer disposal in progress
5. Public Hearing re 2021 Budget
  - a. Wish List items can be covered under budgeted monies
  - b. Given that the scope of the building project has changed significantly, we do not have a good idea of the new costs. Discussion around the fact that money can be moved within the budget. If the total budget amount is exceeded, an amended budget must be filed. MOTION TO APPROVE THE 2021 RSA BUDGET AS PRESENTED. Coleen motions to approve 2021 budget, Craig seconds, all in favor. MOTION PASSED.
6. Public Input:
  - a. Question: How does the RSA budget run a negative each year?
  - b. Answer: The RSA is drawing down reserves. This has been by design. Although the newspaper implied that the new 3/8 mil levy, in addition to the rent money, will eliminate this draw down, it will not. Typically, the RSA has been drawing 45-50k annually. With the new mill levy it will be more like 35k. 2021 will be an exception due to the remodel.
7. Report from Administrator
  - a. Calendar Review
    - **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 Mil 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
- b. Correspondence
- Insurance review
- Designation of Member Representative

c. Financial Statements – In Dropbox

d. Invoices/Checks

- EclinicalWorks
- Silver Creek
- Plaindealer
- US Postal Service
- Door intercom

\*\* Debit card needs money added. Current balance: \$156.57

## 8. New Business

### a. Board Members:

- i. Confirmed eligibility of members to continue serving in new term.
- ii. Do existing members need to take new oath of office?
- iii. Do members need to have a bond filed with the county and DOLA? Does our SDA membership and insurance cover this?

b. Spreadsheet: shall be used internally to help Board project future. Spreadsheet should be removed from website.

## 9. Next Meeting:

- a. December 10, 2020 Board Meeting at **12:30 pm**, Ouray County Fairgrounds and 4H Center, Ridgway, CO

10. Adjourn: MOTION TO ADJOURN. Joey motions, Coleen seconds, ADJOURNED AT 1:50 PM