

RSA BOARD MEETING MINUTES
July 20, 2021
12:30 PM – Ridgway Public Library Ridgway, CO

1. Meeting Called to Order at 12:31pm. Present: *Board Members:* Joey Huddleston, Coleen Mc Elroy, Vonnie Kuijvenhoven, Bill Halterman, Nancy Nixon *Staff:* Karla Cline *Provider:* S. Blakney, Dr. J Gates
2. Review of Agenda: add Projection Spreadsheet under Other
3. Approval of Minutes: MOTION TO APPROVE RSA BOARD MEETING MINUTES FOR MAY 20, 2021. Joey moves, with the correction that he was present during the last meeting, Bill seconds, all in favor. MOTION PASSED.
4. Public Input: none
5. Discussion with Medical Provider
 - a. “Ally”, that is Alison Joseph has joined the MMC staff. She is a Family Nurse Practitioner. This addition makes it easier to see patients quickly.
 - b. EMR is going well
 - c. Over the weekend it was discovered that people are filling up tanks of water from the spigot at the building. **RSA will investigate how the spigots can be locked and secured.** (Vonnie & Karla)
 - d. Furnishing Discussion
 - i. Rooms need to be set up for current needs as well as future. All three rooms need to be functional. Dr. Gates would like exam chairs that can be laid flat. He presented several options for board consideration. A guest chair is also needed in case people come in with the patient. A mobile stool for provider to sit on and a mobile stand for supplies is needed for each room. The rooms should be set up for “acute care” and have mounted blood pressure cuffs and gauge. Sharps container needed.
 - ii. Room layout was discussed. Dr. Gates would like the sink to be at the back of the room with a counter on either side and storage below.
 - iii. Some of the furnishing currently in the rooms on the East side belong to Coleen. **MMC will decide which of the current furnishing need to stay and which RSA will need to remove.** MOTION FOR THE RSA TO FUND RELOCATING OF COLEEN/RSA FURNISHINGS AS NEEDED. Joey moves, Bill seconds. All in favor. MOTION PASSED.
 - iv. Paint – neutral color like off white
 - e. Vonnie reminded Board that the current contract with Manley Construction includes the removal of the current Check Out station, but not the re-installment. Dr. Gates would like to keep the current Check Out station so that it could function as a Check In/Check Out for the east side of the building. The Check Out station will remain.

- f. Joey brought up security of building needs to be maintained during renovation.
- g. **MMC will designate a liaison who will act as point person with Manley Construction.**

6. Old Business

- a. Snipps Contract- No payment will be made up front, but rather payment in full is due upon completion of project.
- b. Manley Contract- 60% payment up front, 40% upon walk through at completion. **Karla will upload contracts into Dropbox.**
- c. Back Flow Preventer Update – Snipps quoted \$1,500- \$2000 to replace back flow preventer. Troy Johnson (plumber) can replace but not certify the preventer. Ryan Bartischi can test and certify the backflow preventer. Question: Is this the backflow preventer on the irrigation system? If so, it does not need to be dealt with now due to possible xeriscaping future plans. **Coleen will ask Ryan to test the back flow preventer to determine if indeed it is broken.**
- d. Lawn/Landscaping - Silver Creek is still mowing. Weeds are not being dealt with. **Karla will tell Silver Creek to mow once more in August and be done for the year.** Discussion around placing rocks rather than grass. Perhaps Astro-turf. Conversation to be continued...
- e. Sidewalk Repair/Improvement- remains on list. **MMC will speak with Mr. Scoville for advice.**
 - i. Nancy asks about finding a Maintenance Person. Board has tried this in the past. Dave Leonardi and Brian McNiven were suggested. **Karla will contact Brian McNiven.**

7. NEW BUSINESS:

- a. Resolution 2021-03 Update Signatures to Citizens Bank Accounts: MOTION TO APPROVE RESOLUTION 2021-03. Joey motions, Coleen seconds, all in favor. MOTION PASSED. **Board members must go to Citizen's to sign cards. Bill will go to Alpine to sign papers**
- b. Rain Gutter Report - skipped
- c. New Exam Room Furnishings – see Provider Report. Board discussed procedure chair vs. exam table. It seems that procedure tables can double as exam table. Perhaps 2 chairs, 1 traditional table.
- d. Location of Board Meetings August and beyond – Ridgway Library is free of charge. RSA Board Meetings will be held here.
- e. Administrator Compensation – MOTION TO INCREASE ADMINISTRATOR PAY TO \$28 PER HOUR. Joey motions, Coleen seconds. All in favor. Motion passed.
- f. Other: Projection Spreadsheet \$110,000 Manley and Snipps combined. Additional \$5000 ESTIMATE for ceiling access. This leaves 30k in budget, which is approximately what will be needed for furnishings. Therefore, we are on schedule at 145k in budget. Mil might generate more than budget 67k due to

increase in property valuations. Joey feels that we need to carefully consider projects in future years.

8. Report from Administrator

Calendar Review

April: 30: Audit results have not been received

July: Joel has been presented with a request for MMC Second Quarter Report at August meeting

August: Project actual revenues and expense through year-end Request medical provider input to budget. Begin budget preparation

Communication

Alpine Sweep Agreement: If debit card is overdrawn, checking account will be automatically drafted. \$10 fee

Financial Statements – In Dropbox.

Invoices/Checks

- Manley Construction
- Ouray County Fair Grounds
- This Is True
- E Clinical
- Quality Health Network
- Silver Creek

MOTION TO ACCEPT INVOICES AS PRESENTED AS WELL AS JUNE PAYMENTS. Coleen motions, Bill seconds. All in favor. MOTION PASSED

- 8 Adjourn: MOTION TO ADJOURN MEETING. Coleen motions, Bill seconds, all in favor.
ADJOURNED AT 2:17 PM