

**RSA BOARD MEETING MINUTES**  
**August 17, 2021**  
**12:30 PM – Ridgway Public Library Ridgway, CO**

1. Meeting Called to Order at 12:32pm. Present: *Board Members*: Joey Huddleston, Coleen Mc Elroy, Vonnie Kuijvenhoven, Nancy Nixon *Staff*: Karla Cline *Provider*: Dr. J Gates Public: Dr. Carolyn Dressler Absent: Bill Halterman
2. Review of Agenda: accepted
3. Approval of Minutes: MOTION TO APPROVE RSA BOARD MEETING MINUTES FOR JULY 20, 2021. Joey moves, Nancy seconds, all in favor. MOTION PASSED.
4. Public Input: none
5. Discussion with Medical Provider: Dr. Gates shares some of the health issues MMC staff, including himself, have been facing.
  - a. Quarterly Report: left on desk, will be submitted later
  - b. Paint Color Request: neutral color, off white, accented with decor
  - c. Update on Use/Reuse of Office Furnishings:
    - i. Desks in glass room stays in MMC. Temporary check out desk must be set up during construction with ethernet, power and phone.
    - ii. Everything must be moved out by Sept 17<sup>th</sup> for project to begin Sept 18<sup>th</sup>. Discussion of where to store cabinets/furnishings during construction. Cabinets must be locked and secured. Back hallway might be able to be used for storage. Coleen will provide a horse trailer as a storage “unit” that will be parked on Vonnie’s property in an out building during construction.
    - iii. Work Day, Saturday, September 11<sup>th</sup> at MMC 9 am. Don’t forget moving dollies!
  - d. Construction Project Liaison: Susie and then Josie
  - e. Construction Teams' Access to Building: Susie and then Josie
  - f. Hours outside presence of MMC employees: MMC would be happy for work to be done outside of office hours
  - g. Keys: New, separate keys (3) for back door so that only that part of building can be accessed. MMC will create alarm codes specific to Manley and Snipps to track access. MMC will contact Mr. Lock.
  - h. Phone system is having intermittent problems. Vonnie reminds us that MMC owns the phone system. MMC may present requests to the RSA
6. Old Business
  - a. Exam Room Furnishings: Exam chair must function as table as well.
    - i. Vonnie shares research: Clinton Industries sells entire exam room packages. These packages can be “upgraded” to desired specifications.

Six foot is max length for counter (\$1600), 48 inch standard (\$1000). Basic freight is \$700. Discussion of budget amount. MOTION TO BUDGET UP TO \$30,000 FOR THE FURNISHING OF THE THREE NEW EXAM ROOMS. Coleen motions, Joey seconds, all in favor. MOTION PASSED.

- ii. Dr. Gates will investigate power chairs. Vonnie will work with Clinton Industries. GOAL: Order furnishings August 27<sup>th</sup>.
  - b. Backflow Update: Ryan Bartischi has agreed to test the backflow, but has not done it yet
  - c. Citizen Bank Signature Cards: All paperwork has been submitted to Ridgway branch. Citizens must prepare signature cards. Board members must go to Citizens bank to sign.
7. New Business:
- a. Brief discussion of phone system
  - b. More recent contract needs to be uploaded from Manley
  - c. Joey would like a document specifying the work will be done to fix the hole in the ceiling and provide access via ladder. Price will be time and material.
8. Report from Administrator

Calendar Review

**April:** 30: Audit results or approved exemption from audit published in newspaper.

- Per State Auditor, reviews of audits have not been completed

**August:**

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

**September:**

- Administrator presents draft budget
- Ascertain AED pad expiration – couple more years

Communication

Alpine Bank CD matures 9/30/21     \$138,872.15 – PUT ON SEPTEMBER AGENDA

Financial Statements – In Dropbox.

Invoices/Checks

- MMC – reimburse 90% of cyber insurance
  - Dr. Dressler asks about the security of MMC's computer system. RSA does not know the status.

- Vonnie Kuijvenhoven – reimbursement of hose lock
- Quality Health Network
- eclinical

MOTION TO ACCEPT INVOICES AS PRESENTED. Coleen motions, Joey seconds, all in favor. MOTION PASSED.

9. Next Meeting:

- a. **September 21, 2021 Board Meeting at 12:30 pm**, Ridgway Public Library, Ridgway, CO
- b. TBD: Possible budget workshop

10. Adjourn:

- a. MOTION TO ADJOURN. Coleen moves, Joey seconds, all in favor. Adjourned at 2:14 pm.