

**RSA BOARD MEETING MINUTES**  
**January 18, 2022**  
**12:30 PM – Ridgway Public Library Ridgway, CO**

1. Meeting Called to Order at 12:32pm. Present: *Board Members:* Joey Huddleston, Vonnie Kuijvenhoven, Bill Halterman, Nancy Nixon, Coleen McElroy *Staff:* Karla Cline *Provider:* S. Blakney, Dr. J Gates
2. Review of Agenda: add Spa Source chair update to Old Business
3. Public Input: none
4. Approval of December 14, 2021 RSA Board Meeting Minutes
  - a. MOTION TO APPROVE RSA BOARD MEETING MINUTES FOR DECEMBER 14, 2021. Coleen moves, Joey seconds, all in favor. MOTION PASSED.
5. Provider Input
  - a. The possible UMC option is no longer on the table. Josie is no longer in the office but is still doing billing from home. MMC is interviewing candidates but likely one person will not be able to take MMC where it needs to go so no offer has been made. MMC is in beginning conversation with Cedar Point as potential help for the future.
  - b. Chairs for the break room are in and look great!
  - c. Rooms look great too and are very functional
  - d. RSA presented MMC notice of Quarterly Reports due dates
6. Old Business
  - a. Update on Upper Cabinet Install
    - i. Travis has not committed to install yet. Thermostat will be moved when cabinets are installed.
  - b. Spa Source: missing chair should ship in approximately 3 weeks. Foot stool covers are enroute.
  - c. Backflow Preventer Update – Status
    - i. Kennans will provide this service today
  - d. Heat Tape in Gutter at Back Door - Confirm Operational
    - i. Heat tape has been turned on but it is unknown if it is operational. It is still treacherous due to the ice dam that has already built up. **Bill will test outlet into which the heat tape is plugged to determine if it is drawing electricity, thus confirming operation.**
  - e. Inventory – 2021 RSA Final Inventory List
    - i. Karla has presented the following reports:
      1. New Inventory items acquired in 2021 (20)
      2. Disposed Inventory items in 2021 (17)
      3. RSA Inventory as of 12.31.21 with 221 items

**Karla will email Susie the 2021 RSA Inventory list**
7. NEW BUSINESS:
  - a. Election of Officers
    - i. PRESIDENT: Colleen nominates Vonnie for PRESIDENT, Joey seconds, all in favor. **VONNIE ELECTED PRESIDENT.**

- ii. VICE PRESIDENT: Coleen nominates Joey for VICE PRESIDENT, Nancy seconds, all in favor. JOEY ELECTED VICE PRESIDENT
    - iii. SECRETARY: Bill nominates Coleen for SECRETARY, Vonnie seconds, all in favor. COLEEN ELECTED SECRETARY.
  - b. Designation of Election Official
    - i. Motion to adopt Resolution 2022-01 Designation of Election Official which designates Karla Cline as the Election Official for 2022. Coleen motions, Bill seconds, all in favor. MOTION PASSED.
  - c. Engagement of CPA for Audit Exemption
    - i. Motion to engage Don Moreland and Associates to preform the RSA Audit Exemption. Joey motions, Bill seconds, all in favor. MOTION PASSED.
  - d. MMC Reports Discussion
    - i. Contract requirement for "September Presentation": Dr. Gates will present as a Workshop Session on Thursday, February 3, 2022 at 6pm at MMC. Presentation will include history, current situation and future outlook.
  - e. 2022 GOALS - Deadlines & Responsibilities Assigned
    - i. LAWN/LANDSCAPING
      - 1. Coleen will chair this project. A minimum of two proposals from two or more different vendors will be presented at the RSA Board Meeting in MARCH.
    - ii. HANDICAP PARKING/SIDEWALK CONCRETE REPLACEMENT
      - 1. Bill and Joey will co-chair this project, including the option of paving over the lawn to create additional parking. A minimum of three proposals from three or more different vendors will be presented at the March RSA Board Meeting.
- 8. Administrator Report
  - a. DOLA 2022 Budget submission due January 31, 2022
  - b. Joey will provide a HIPAA training for the board in Feb
  - c. Invoices presented: E Clinical, MMC reimbursement of chairs. MOTION to approve payment of bills. Bill moves, Nancy seconds, all in favor. MOTION PASSED.
  - d. RSA billed MMC for second half of 2021 QHN and EMR expenses
- 9. Next Meeting:
  - a. Workshop Session on Thursday, February 3, 2022 at 6pm at MMC.
  - b. RSA Board Meeting on February 15, 2022 at **12:30pm**, Ridgway Public Library, Ridgway, CO
- 10. MOTION TO ADJOURN MEETING. Bill motions, Nancy seconds, all in favor. ADJOURNED AT 1:58PM