

RSA BOARD MEETING MINUTES
September 20, 2022
12:30 PM – Ridgway Public Library Ridgway, CO

1. Meeting Called to Order at 12:33pm. Present: *Board Members:* Vonnie Kuijvenhoven, Coleen McElroy, Bill Halterman, Joey Huddleston, Nancy Nixon *Staff:* Karla Cline
Provider: Dr. J Gates, Susie Blakney
2. Review of Agenda: ADD- discussion of MMC reimbursement for 2022
3. Public Input: NONE
4. Approval of August 16, 2022 RSA Board Meeting Minutes
 - a. MOTION TO APPROVE RSA BOARD MEETING MINUTES FOR AUGUST 16, 2022. Coleen moves, Nancy seconds, all in favor. MOTION PASSED.
5. Provider Input:
 - a. Provider and team are working through transition. He feels they have a good handle on the new system, but are still learning. The process has gone well. However, they are still struggling to have all data in charts and prescription refills are still being sent to the old system. There have also been issues with the fax system. This situation indicates how imperative it is to have both systems running side by side until the new system is running smoothly.
 - b. Provider also commented that when people call in, they are put in a que via the call center. This is a new process for patients and so it will take some getting used to this approach.
6. Old Business:
 - a. Parking Lot
 - i. Estimates presented:
 1. SealCo: \$13,514
 2. D&G Coating: \$11,437
 - ii. Discussion around nature of work, i.e. sealing and striping, painting, reference or work sample available. Board considers if project could fit into this year's budget. Currently Facility Expenses are under budget, cyber insurance is no longer needed due to the new CPH contract, and there are still contingency funds available. MOTION TO EMPOWER BILL, HAVING CONTACTED EACH COMPANY TO CONFIRM THEIR BID IS STILL VALID AND THAT THE PROJECT WILL BE COMPLETE BY DECEMBER 1ST, TO SELECT THE COMPANY HE DEEMS BEST. Joey moves, Nancy seconds. All in favor. MOTION PASSED.
 - b. Board Member Election
 - i. 2022-03 Resolution to Cancel 2022 Election
 1. DEO reports that a call for nomination was published in the Plaindealer, however no nominations were received for open Board seats by the mandated time. Joey moves to approve 2022-

03 Resolution to Cancel 2022 Election. Bill seconds. All in favor
MOTION PASSED.

7. New Business:

a. Reception Desk

- i. CPH would like to have multiple check in/check out people in the front. Dr. Gates has some HIPPA concerns but recognizes this system offers better efficiency. One cabinet would need to be removed near entry door. This would leave the floor exposed. The RSA board will allow the cabinets to be removed at CPH expense.

b. 2023 Preliminary Budget

i. Karla distributes the 2023 Preliminary Budget.

1. Income is based on Certification of Values. Rent remains stable.

2. Expenses:

a. Same as 2022: Employee expense, Board member expense, Postage, Office supplies, Legal, Professional Association, Insurance, PR, General Building Maintenance, Plumbing, Interior maintenance, Contingency \$10,000, X Ray machine, although a concern, will be given a wait-and-see approach. Medical Equipment,

b. Slight increase: Professional Accounting increased slightly based on anticipated price increase for Exemption from Audit. QB and Dropbox fees have both increased. Board directs annual Dropbox payment, which offers discount over monthly. Website fee increased slightly. HVAC maintenance

c. Changes: Facility Expenses: \$1,500 landscaping- weed control and fertilization. Exterior Maintenance: \$5000
i. No cyber insurance needed or EMR due to new contract

d. New: Interior Maintenance non-recurring: Flooring \$30 square foot 3200 = \$100,000, Non recurring: Parking lot \$25,000

c. Board Meeting Date Change: Discussed possible change to Board Meeting date but Board decided to remain on third Tuesday of month

d. Other

- i. MOTION TO NOT BILL MMC/CPH FOR 2022 EMR AND QHN 10% REIMBURSEMENT. Joey moves, Nancy seconds. All in favor. MOTION PASSED.

8. Administrator Report

- a. Public Hearing for 2023 Budget will be in November Board Meeting
- b. Inventory should begin in October

- c. December agenda should include setting an earlier meeting for September
 - d. Ouray County Treasurer will wire tax distributions directly to checking account
 - i. MOTION TO INSTRUCT OURAY COUNTY TREASURER TO WIRE TAX DISTRIBUTIONS DIRECTLY TO RSA CHECKING ACCOUNT. Nancy motions, Bill seconds. All in favor. MOTION PASSED
 - ii. Certification of Values received
9. Review and Payment of Invoices
- a. E clinical: \$2,350.95 monthly
 - b. Horizon: \$110 for fertilization
 - c. Alpenglow: \$39.15 for publishing Call for Nominations
 - d. Keenans: \$330.55 for valve in irrigation system
- MOTION TO APPROVE PAYMENT OF BILLS AS PRESENTED. Nancy motions, Joey seconds. All in favor. MOTION PASSED
10. Adjourn
- a. MOTION TO ADJOURN MEETING. Joey motions, Bill seconds, all in favor. ADJOURNED AT 2:30PM.