



## CANYONLANDS HEALTH CARE SPECIAL SERVICE DISTRICT BOARD MEETING | Electronic Meeting through Zoom

• Thursday June 8th, 2023 at 5:30 p.m.

**PRESENT:** Tawny Knuteson-Boyd (Chair), Ken Ballantyne (Treasurer), Evan Clapper, Lou Irby, Debbie Testa (Clerk), Sophie Miller (Larson), Colette Lyman (CCC Administration), Jason Gatherum (RMC), Todd Bramall (Traditions)

**ABSENT:** Paula Martin, Joette Langianese, Dan Cook, Jillian Fryer

I. Called to Order at 5:35 PM (5 min)

II. Approval of the May 11th, 2023 Meeting Minutes (5 min)

**Motion to approve the May 11th Meeting Minutes made by Ken, seconded by Lou. Motion carried for approval 4-0.**

III. Reports/Presentations (35 min)

a. Care Center Administrator's Report – Colette/Jillian

1. Administrators Report

CL reported the CCC census is 34, two residents passed away and two residents were admitted. There have been no further COVID outbreaks. They are fully staffed and the new CFO, Cassie Rose, will start part-time and will be full-time mid-July. CL noted they currently have 6 performance improvement plans (PIPs) and no safety claims to date for 2023.

CL noted they will be reimbursed the maximum amount for quality incentives.

2. Quality Assurance Report

CL reported for JF. For May, there was 1 resident with significant weight loss, 1 house acquired infection, 5 skin issues and 11 falls. There were 4 minor medication errors with no harm, 11 residents taking anti-anxiety medications, 2 residents taking anti-psychotics medications, 13 residents taking anti-depressants and 1 successful gradual dose reduction.

b. Canyonlands Care Center Financials – Lindsey

1. Ratify Care Center Bills – May (Action Item)

CL reported for LB and noted the report now includes a page with preliminary totals for income, expenses, net income and a total bills amount. Utah recently changed to a new Medicaid pay system, so April and May still need to be billed. As a result, the accounts receivable is lower. The other income received was for quality incentives for \$20K.

Operations, maintenance and dietary are higher due to receiving billing later from MRH, so the amount includes costs for a couple of months. CL mentioned everything else is on track.

**Motion to ratify the May 2023 CCC bills in the amount of \$486,857.83 made by Ken, seconded by Evan.**

**Motion carried for approval 4-0.**

2. Review of the Budget vs Actuals – May

c. Parkway and Seasons Financials/Administrators Report (Aug) – Nathan/Ron/Jason/Zach

TB noted Seasons is doing well, is fully staffed and is working on goal setting training. They have addressed the Medicaid cost reports issue and provided time stamps of receipts to them.

JG noted the HUD loan is still with the lender and is in their queue. Parkway's census is at 47. Their administrator for Parkway, Zach Blackham recently gave leave notice. They have an interim administrator and are working on the transition to a new administrator.

d. Other Considerations

IV. Financials (35 min)

- a. CHCSSD Financials – Ken/Sophie
  - 1. Approval of Bills (Action item)

Motion to approve the CHCSSD June bills as presented in the amount of \$101,105.00 made by Ken, seconded by Evan. Motion carried for approval 4-0.

- 2. Review of the Budget vs Actuals

- The sales tax payment for May has not been received yet, SM noted she would send out updated financials when it's received. Everything else looks right on par.

- 3. Review of the Fund Balances

- SM provided an update on the fund balances: \$1,239,226.80 General PTIF Fund, \$98,177.40 Capital PTIF Fund, \$2,416.86 CCC Capital PTIF Fund, \$542,510.85 Debt Service Fund, \$133,002.60 Wells Fargo Checking, balances are as of May 31, 2023.

- 4. Update on 2022 Financial Audit

- SM noted the financials and district budget have been sent to the auditor, KB clarified there were no amendments made to the 2022 budget.

- 5. Other Considerations

V. New Business/Discussion/Action Items (35 min)

- a. Discussion and consideration on updating the Canyonlands Care Center Quit Claim Deed  
Tabled for next meeting

- b. Update on the storage shed and archiving of records

- DT noted she is waiting to get set up with Office Depot to be able to order the required boxes for archiving records. EC noted he would check with the county to see if they might have some extra boxes the district could use.

VI. Other Considerations (5 min)

TK noted the National Park Service (NPS) has requested to do some emergency training on the CHCSSD property that abuts the Grand Center. She will get more details about the request and email everybody on the details once she has them.

Board members agreed to meet at the Larson Building located at 285 S 400 E, Moab, UT 84532, for the remainder of the year. DT noted she would publish a public notice on this and request the county update their website accordingly.

VII. Closed Session

Motion to adjourn made by Ken, seconded by Lou. Motion carried for approval 4-0.

VIII. Adjourned at 6:08 PM