



CANYONLANDS HEALTH CARE SPECIAL SERVICE DISTRICT BOARD MEETING

Larson Building Conference Room 285 S 400 E, Moab, UT 84532, Online through Zoom

• Thursday December 14th, 2023 at 5:30 p.m.

PRESENT: Tawny Knuteson-Boyd (Chair), Joette Langianese (Vice-Chair), Ken Ballantyne (Treasurer), Debbie Testa (Clerk), Paula Martin, Lou Irby, Dan Cook, Colette Lyman, Cassie Rose (CCC), Jason Gatherum, (RMC), John Haderlie (Larson), Jennifer Sadoff (MRH)

ABSENT: Evan Clapper, Jillian Fryer

I. Called to Order at 5:36 PM

II. Approval of the November 9th, 2023 Meeting Minutes (5 min)

Motion to approve the November 9th minutes made by Dan seconded by Lou, Motion carried for approval 6-0.

III. Reports/Presentations (20 min)

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

1. Administrators Report

CL reported there has been no state survey activity, their census is at 33, 2 residents were discharged, 1 resident passed, and two admits occurred. The facility's last COVID outbreak was Oct 26 – Nov 24. For quality measures, they are flagging in falls, and fall prevention is one of six performance improvement plans they have. They need 2 full-time nurses and 3 CNAs to be fully staffed. Their cost report is due at the end of 2023, with an audit to immediately follow. One bid has been received for flooring and they are working on getting more.

2. Quality Assurance Report

CL reported on behalf of JF. There were 4 house acquired infections, 4 skin issues and 13 falls. For psychotropic medications, there were 8 residents who were taking anti-anxiety medications, 5 residents who were taking anti-psychotic medications, 16 residents who were taking anti-depressant medications, and 1 who had gradual dose reductions.

b. Canyonlands Care Center Financials – Lindsey/Cassie

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

Motion to ratify the Nov 2023 Canyonlands Care Center bills in \$317,503.40 made by Joette, seconded by Dan. Motion carried for approval 6-0.

2. Review of the Budget vs Actuals – Nov

CR reported that they are catching up on Medicaid billing and have made progress since the previous board meeting with updating the books. They received a Medicaid payment on Monday and are working hard to get cost reporting done for the year of end. There was concern expressed about their workload being too much for one person to handle. However, they also acknowledged that once they get through this audit, things should be more manageable. The board emphasized the need to be on top of the finances. They are still coming in under budget overall and will work towards ensuring accurate financials going forward.

The group discussed changing their financial reporting schedule from preliminary reports every month to finalized reports one month after the fact (in arrears). This would allow them to have more accurate financials without rushing through preliminary reports each month.

The board members discussed the importance of receiving financial reports before the day of the meeting. They emphasized that accurate and timely reports are crucial for justifying their budget requests to taxpayers. They also requested a breakdown of the \$100K

operations payment from the district of expenses, including wages and benefits. The CCC staff indicated they could provide this.

- c. Parkway and Seasons Administrators/Financials Report (Feb) – Nathan/Todd/Jason
JG provided updates on Parkway. Their census is at 43, with 85% patient satisfaction helping with improved food scores.
- d. Other Considerations

IV. Public Hearings (20 min)

- a. Public Hearing – Ken

Public Hearing opened at 6:19 PM

- 1. Reopening of the CHC SSD 2023 budget
KB reported on the 2023 budget review and highlighted discrepancies in interest income projections and operating expenses versus actual spending.
- 2. Review of the CHC SSD 2024 Budget
KB then reviewed the district's 2024 budget and noted on the revenue side, \$1.7 million in sales tax and \$300K for services was allocated. A \$50K fund balance draw was necessary to balance the budget. On the expense side, \$1.2 million was budgeted for the CCC, \$150K for UPL seed funding and \$300K for DSH.

- b. Close the Public Hearing

Public Hearing closed at 6:30 PM

- c. Discussion and Consideration to approve amendments to the 2023 budget (Action Item)

Motion to approve amendments to the 2023 CHC SSD Budget as presented made by Joette, seconded by Dan. Motion carried for approval 6-0.

- d. Discussion and Consideration to approve the 2024 Budget (Action Item)

Motion to approve the 2024 CHC SSD Budget as presented made by Joette, seconded by Lou. Motion carried for approval 6-0.

V. Financials (25 min)

- a. CHC SSD Financials – Ken/Sophie

- 1. Approval of Bills (Action item)

Motion to approve the CHC SSD December bills as presented in the amount of \$125,950.24 made by Dan, seconded by Paula. Motion carried for approval 6-0.

- 2. Review of the Budget vs Actuals
KB reported the district is under budget so far with a net income of \$499K, and \$1.4 Mil in sales tax has been received. It was emphasized that budgets are just roadmaps for expected revenue and expenditures but do not reflect actual numbers until after year-end adjustments have been made.
- 3. Review of the Fund Balances
KB provided an update on the fund balances: \$1,241.168.40 General PTIF Fund, \$100,832.22 Capital PTIF Fund, \$2,482.22 CCC Capital PTIF Fund, \$1,219,805.27 Debt Service Fund, \$41,746.30 Wells Fargo Checking, balances are as of November 30th, 2023.
- 4. Review of the 2022 Financial Audit
JH provided an overview of the 2022 financial audit report and confirmed that the opinion is an unmodified one. He encouraged everyone to read through the report, especially the management's discussion and analysis section for better readability. The state compliance letter had no findings, which was a good job for everyone involved.
- 5. Other Considerations

VI. New Business/Discussion/Action Items (20 min)

- a. Discussion and Consideration to approve the 2024 CHCSSD meeting schedule (Action Item)
The board approved meeting every other month (bi-monthly) for 2024 starting in February and continuing the second Thursday of the month. They also discussed ratifying the previous month's bills for the months the board does not meet.

Motion to approve the 2024 CHCSSD Meeting Schedule made by Ken, seconded by Lou. Motion carried for approval 6-0.

- b. Update on development plans for the remaining CHCSSD property (Joette)
JL presented a map of the district's undeveloped eight acres of land and asked for suggestions on what they would like to see on that property. The group discussed development standards and opportunities for retail and senior housing in C2, R4, and other zones. Suggestions included creating affordable senior living options in Moab, including apartments or condos. They also talked about deed restrictions and keeping it senior-oriented. There was a need identified for senior housing that is not necessarily affordable but still within middle-end values. The group discussed mixed-income apartments with tax credits as well as detached tiny homes or small cottages. Ideas were proposed such as subsidizing rent based on shifts worked by hospital or nursing home employees. They also talked about services like coffee shops or convenience stores that seniors could walk or bike to. It was mentioned that they plan to hire a consultant to help them with all aspects of planning related to property development and senior housing. This topic will be further discussed in their maps 2.0 committee meetings with JL, CL, DC and Jen Sadoff from this group involved in it. The next meeting is Jan 10 12:30 PM at the Grand Center.

VII. Other Considerations (5 min)

VIII. Closed Session to discuss the Character, Competency, and Mental Health of an Individual (20 min)

Lou Irby leaves the meeting at 7:28 PM

Motion to go into closed session to discuss the character, competency and mental health of an individual made by Joette, seconded by Ken. Motion carried for approval 5-0. Entered closed session at 7:29 PM.

Motion to come out of closed session made by Joette, seconded by Ken. Motion carried for approval 5-0. Ended closed session at 7:42 PM

Motion to adjourn the meeting made by Ken, seconded by Joette. Motion carried for approval 5-0.

IX. Adjourned at 7:47 PM