

**MINUTES OF UINTAH HEALTH CARE SPECIAL SERVICE DISTRICT PUBLIC MEETING AND HEARING at the BRAIN EXERCISE CENTER SE CONFERENCE ROOM, 330 S AGGIE BLVD, VERNAL, UTAH on February 15, 2024 at 5:30 p.m.**

**Board Members Present** – Terri Rimer, Richard Jolley, Robin O'Driscoll and Robert Hall

**Board Members Excused** – John Laursen

**Visitors Attending** – Alicen Hatch, Jamie Walker, Cindy Ruppe and (Doug Rasmussen – Virtual)

**Welcome and Prayer** – Robin welcomed everyone and Richard Jolley offered an opening prayer

**Date, Time and Location of the Next Board Meeting** – Thursday March 21 2024 at 5:30 p.m.

This date works for everyone.

**2024 UHCSSD Meeting Schedule – Robin O'Driscoll**

**Approval of the December 18, 2023 Minutes** – Robin O'Driscoll

*Richard Jolley motioned to approve the December 18, 2023 minutes*

*Terri Rimer seconded the motion*

*Terri Rimer – Aye, Richard Jolley – Aye, Robin O'Driscoll – Aye and Robert Hall – Aye*

**Approval of the December 2023 & January 2024 Check Registers** – Robin O'Driscoll

*Robert Hall motioned to approve the check registers*

*Richard Jolley seconded the motion*

*Terri Rimer – Aye, Richard Jolley – Aye, Robin O'Driscoll – Aye and Robert Hall – Aye*

**Approval of the November & December 2023 Financial Reports** – Doug Rasmussen

Doug thanked the board for allowing him to attend virtually.

**November 30<sup>th</sup>** financial statement assets for the care center the total cash position has decreased about \$120,000 this year compared to last year. It has definitely been a cash flow situation that has been concerning and Alicen is very much aware that because she's the one that deals with it all the time. The liabilities, the accounts payables have increased from the previous year and if you take a look at all liabilities, payroll and related liabilities they've increased about \$28,000 from the previous year. The net revenue is a little over \$590,000 in the current month compared to about \$378,000 in the previous year. A couple of the biggest changes here is the mineral lease revenue is higher than it was in the previous year and the Upper Payment revenue that's been recorded is higher. Overall, the total revenue received year to date \$6,631,898 compared to \$5,413,995 from the previous year. The total expenses \$556,594 so we had a net income/revenue of about \$33,633 and in the prior year we were at about \$126,000 loss. So, the overall picture looks pretty good, the annual year-to-date income a little over \$358,000 compared to a loss of \$106,000 from the prior year. The golden age center assets looking at the cash position they have a positive increase of a little over \$20,000. The receivables are also increasing which is a good indicator. The liabilities have increased a little bit to about \$12,000 from the previous year. The total payroll and related liabilities have increase about \$9,000 from the previous year. The total net revenue about \$100,000 this year compared to \$127,000 from the previous year. One of the decreases there the mineral lease money was \$50,000 compared to \$60,000 in the previous year. Overall, we have \$1,144,944 total revenue compared to \$1,032,422 in the previous year. The total expenses \$100,653 so about a \$544 net loss in the current month compared to \$16,657 net income in the previous year. Overall, we've lost about \$5,500 in the current year compared to almost \$67,000 last year. So, a positive increase as far as decreasing the net losses. The district cash position \$224,171 compared \$173,439 in the previous year so we've got a little over \$50,000 increase. The total revenue \$168,082 compared to \$119,125 from the previous year. The disbursements \$210,062 for the month compared to \$160,809 from the previous year. So, we have about the same net loss in the current year compared to the previous year. The year-to-date activity \$42,121 net income compared to \$222,285 loss from the previous year. That has to do with the increase in mineral lease income. Even though there have been more disbursements to the care center and the golden age center

the increase in the mineral lease income has absorbed those other increases. That's what we have for November's activity. Are there any questions on November's activity. (none)

**December 31<sup>st</sup>** financial statement is not ready for your year-end audit, we still have a few corrections that we need to do that we're aware of, not very many. Shaun has worked very diligently in getting the financial information as accurate as possible for the board meeting tonight. The care center total cash position \$370,000 compared to almost \$49,000 the year before, there has been some cash that has been received during the month of December that has not been paid out yet so cash position has increased substantially. The accounts receivable are about 197,000 higher than they were the previous year. Definitely the Private and Medicaid balances are significantly higher than they were in the previous year. Liabilities, the accounts payable has gone down \$115,000 compared to the previous year so those liabilities are being paid and the total payroll and related liabilities has increased a little over \$20,000. The current year revenue is \$662,819 compared to \$397,932 in the previous year. The upper payment revenue is part of that increase. The county gave the care center \$75,000 and then the mineral lease revenue is about a \$20,000 increase. The total revenue has increased from the previous year month and the total revenue \$7,294,717 compared to \$5,811,927 which is a significant increase from the previous year in total revenue. The total expenses for the month of December about \$670,000 I the current month that produced about a \$7,000 loss. The prior year month net income of \$304,723 is due to the \$498,000 adjustment in pension costs. When the net pension increases or decreases there was a significant decrease in your overall net pension liability and that's what's creating that net increase. That's one of the adjustments that we don't have any information on yet for 2023 because that report is not out now but should be coming out about the middle of March. That will be one of the adjustments that we'll need to make is recording that pension liability. Year to date activity about \$351,000 net income compared to \$198,000 the previous year. If you take a look at this comparing it to last year you get back to that \$498,000 reduction of net pension, the loss would have been a lot higher without having that entry made. Overall, the net income is higher than what it has been in the previous year significantly. Richard Jolley said I have one question, there is an "other income" account 590.9901 of \$47,000, what is that? Doug – It's from the insurance proceeds that have been received and it actually nets against the capital expenditures in the current year 2023, the insurance proceeds that have been received have been noted against those capital expenditures, I believe it was about \$20,000. The actual proceeds from insurance was a little over \$67,000. The golden age center cash position compared to last year is down about \$13,000. Accounts receivable is up about \$9,200. The liabilities, accounts payables that have been paid is about \$40,000 less from the previous year so the liabilities are being paid. The payroll and related liabilities is up about \$1,100 so those are about the same as they were the previous year. The net revenue \$102,226 in the current year month compared to about \$82,000, an increase of about \$20,000 of mineral lease funds makes up the majority of that difference. The actual year-to-date net revenue \$1,247,000 compared to \$1,114,000. The total expenditures are about \$95,000 which netted a net income of \$7,400 and expenses of \$45,000 in the prior year month. If you look at the retirement funds expense there was a reduction of about \$56,000. So that again affecting the prior year month. Total expenses \$1,245,000 compared to \$1,144,000 and net income currently almost \$2,000 compared to a net loss of \$30,000. In the district we are going into the year with a significant better cash position of \$242,000 compared to almost \$64,000 so about \$178,000 in the cash position for 2023. Net revenue of about \$167,000 compared to about \$167,000 in the previous year so net income the same. Going out to the care center and golden age center \$150,000 in the current month compared to \$110,000 in the previous year. The net income of about \$18,000 in the current year compared to \$57,000 in the previous year. Overall, we have a \$60,000 positive net income for the district compared to a \$165,000 deficit from the previous year. The total money received, mineral lease wise, is up substantially and the expenditures are the payments out to the care center and golden age center have also increased but we do have a positive cash position for the district and it looks better for 2023.

**Robert Hall motioned to approve the November & December 2023 financial reports**

**Terri Rimer seconded the motion**

**Terri Rimer – Aye, Richard Jolley – Aye, Robin O'Driscoll – Aye and Robert Hall - Aye**

#### **Director Report – Alicen Hatch**

**Employee Personnel Policies Review** – Alicen said we haven't reviewed the personnel policies in a board meeting for several years so I emailed them out to you for your review and we can approve them today or in March. Robert said I looked at them very briefly, was there in changes? Alicen said the only changes were things that happened prior to me being the administrator that were approved in board meetings past but not updated in the policy. Robin said I have a

couple of questions; on page three it looks like something was inserted, hand written, and then scratched out on the third paragraph. Alicen said I was going to add it in for approval but we don't need to add it (alcohol) because it's already in the policy if it's suspected. Robin said the only other question is on page 24 about discretionary leave it says "The Executive Director may grant leave" and you wrote without on top of with "with pay to employees when events impact an employee's regular work schedule". Alicen said I'm trying to make sense of that because if they don't have PTO in their bank where is that money coming from. Robert said what is the definition of discretionary, is it akin to administrative leave and it would be leave with pay, because we do that. Alicen said I would say that it's for employees that don't qualify for FMLA and don't have any PTO and that's why I think it should read "without" pay. So, I'm asking if we give someone discretionary leave would we pay them? Robert said no, in my mind they're not on FMLA but they've had a death or an accident and you're going to say we want to keep you but they wouldn't be paid while they are gone. Then the other issue is what do with health insurance during that period that they're not getting paid. Alicen said that we are actually in that situation right now with a nurse that is on leave for extenuating circumstances and she would definitely fall under this discretionary leave policy because she has used all of her PTO and past the 12 weeks under FMLA. Robin said maybe it should also say after "with pay to employees" adding something like "that don't qualify for other leave" or something like that. Robert said I think it's important to say "without" pay. Robin said yes and that they don't qualify for other leave. Those were just the two things that I saw. Alicen said that the only other changes are the things that the board approved in the past but were not updated in the policy itself. Robert said I'm not that concerned. Robin said I'm good with that too if we put in that change just so that it clarifies that. So, are we comfortable with approving it then? Robert said I think so, it's Alicen's head. Alicen said Robin has to sign the approved policy. 😊

**Robert motioned to approve the policy with this amendment found on page 24**

**Richard seconded the motion**

**Terri Rimer – Aye, Richard Jolley – Aye, Robin O'Driscoll – Aye and Robert Hall - Aye**

**FMLA** – Alicen said you should have a copy of the WHO FMLA Fact Sheet in your packet. The reason for the clarification is so that there is no discrimination when approving FMLA with the same method for everyone. There are four methods for establishing the 12-month period. #1 is the calendar year, #2 is any fixed 12 months, #3 is the twelve-month period measured forward and #4 is a rolling 12-month period measured backward. Richard said which one do you want? Alicen said I talked to our payroll manager and we both agreed that #1 – the calendar year is the simplest way for us to keep track of FMLA. Robin said we would need to add it to the policy on the bottom of page 20 where it says "In all cases, the leave may not exceed a total of 12 weeks over the 12-month period" and then add "that runs from January 1<sup>st</sup> to December 31<sup>st</sup>, that's pretty much spelling it out.

**Richard Jolley motioned regarding the Family and Medical Leave Act the we accept the calendar year 12-month period that runs from January 1<sup>st</sup> to December 31<sup>st</sup> and add it to the Employee Personnel Policy**

**Robert seconded the motion**

**Terri Rimer – Aye, Richard Jolley – Aye, Robin O'Driscoll – Aye and Robert Hall - Aye**

### **Alicen's Performance Evaluation –**

Alicen said the cash flow has been a little less stressful so far this year, we'll see what happens over the next few months. With the increase to our Medicaid rates and the Upper Payment Limit will be increasing and we will receive a retroactive payment back to 2021. I received an email today from Steve Jones at the State that says "Utah recently received approval from CMS to get enhanced matching funds for the expansion population NF NSGO UPL GAP supplemental payments back to 1/1/2021. They will be calculating the difference in the invoiced seed vs the seed with consideration of the enhanced match rate for the expansion population. They are going to their best to get the recalculations done in the next month and the additional seed will then be refunded back to the NSGE". Robert said do you know how much that will be? Alicen said I have not seen any numbers yet. The program has been tentatively approved through July of 2026. The commissioners approved a 10% increase for the Health District of mineral lease money in a January 2024 Commission Meeting. That is an additional \$200,000 we will receive this year; we are very grateful for the increase. We currently have about \$150,000 in the PTIF account from the interest from the county tax bond account. Again, cash flow is a little better so far this year, we just received our UPL payment and we were able to get caught up this month on our health insurance premiums that have been a month behind for a year. DHHS licensure fee will increase by 65% from \$4,150 to \$6,850



because the increase in few facilities has created more workload, which has led to a backlog of inspection and complaints. This is to ensure more time inspection, education and oversight of all healthcare facilities, they have identified the need for 6 additional staff positions and in order to add the money for 6 new staff to their budget, the legislature must approve the funding. You should have a copy of the UHCA 2023 Workforce Crisis Report, we are part of the 47% of facilities that have had to limit or turn down admissions due to the lack of staff. We have residents who have nowhere to go because they don't qualify for Medicaid nursing home level of care. We are not getting paid from Medicaid for these residents who have the right to appeal and have appealed this decision to the Administrative Law Judge. After the Administrative Law Judge makes his decision and it's been denied it goes to the Attorney Generals Office and then to Medicaid Director. This process takes about 5-6 months and we are not getting paid during that time which equates to around \$40,000 to 60,000 per resident. We currently have a resident who has nowhere to go and I need to make sure the resident is discharged to a safe place. Robert said homelessness is something we deal with every day at my agency where that used to not be that big of an issue, it's a big issue now. There is not enough low-income housing and people cannot afford it and demand is off the chart. Alicen said it's really scary for anyone to be homeless, I can't imagine our seniors being homeless. Robert said it's different but some of our people have similar needs where they're just stuck but there are more people living in cars and other situations than you would think. Yeah, it's tough because what do you do? I'm sure this is happening all the time in care centers. Alicen said a man from the state called after our last resident appeal and said that care centers are taking the brunt of this and they are aware. Robert said there's no shelter, UBAG gets a little bit of money and they do short term hotel rooms, very short term. Literally some people, she would not be one of those people, are shipped out to Salt Lake to a homeless shelter. Richard said now when we accept people coming in, they qualify in every way, right? Alicen said during COVID everybody qualified for Medicaid and no one was denied. When the pandemic ended, Medicaid reevaluated everyone. Jamie and I talked about her and Ray, our physical therapist, do a home visit before we admit someone to long term care to determine if they will meet nursing home level of care. Robert said it really does happen. I'm not aware of one from the care center but I mean it happens where there literally is nowhere for them to go. It's just a lot bigger deal than it used to be. The private rate increase went into effect February 1<sup>st</sup> and I have not had any feed back positive or negative. We sold our first item on the Public Surplus website; it was a piece of workout equipment for legs inner and outer thighs and sold for \$250. There is no cost to the district to use this service. I have received two calls from Firetrol wanting to know what the problem was and I have not called them back. This may become a legal matter as they believe that we still owe them \$40,000. Richard said didn't we have to have to have somebody else come and do it? Alicen said yes and they came in and did it for \$4,000 to \$6,000 and had it all done in a day which cleared us from getting an immediate jeopardy tag from the Life Safety State Survey which had the potential to shut us down. Richard said make sure you have notes. Our physical therapist has been out on medical leave for the last couple of months. He had a pretty serious health condition/surgery. He just came back part time and still recovering. He will likely be retiring in the next several months. We lost our occupational therapist a little over a year ago. Richard said is there another one out there that we can get? Alicen said there are a lot of physical therapists here in town and Ray said that he would like to help with that process. We may be implementing Tapcheck on Demand which is a payment on demand program for employees. These are there selling points; they have the ability for employees to pull up to 70% of their net earnings up to \$200 per day. It is completely funded by Tapcheck so there is no impact to our cash flow. There are significant impacts on both recruitment and retention of employees. Tapcheck Mastercard will be available for employees. They have a dedicated account manager to support the roll out of this benefit to our employees. Jamie said I think it would be beneficial to the CNAs and especially to the people that work PRN, like some of the high school students only work once in a while and then they can get their money after they work or maybe it will be like an incentive to pick up a shift because they need that money and they know they can get it right away. Robert said for that reason It's immediate reward. You know it's hard where we look at some of these things too and we're going to have to adapt but it's hard to know how much you adapt to the new way of thinking. Robin said as long as it doesn't take a lot of extra time to do. Alicen said we are still trying to get someone who will take care of the rock problem at the golden age center. Every time Steve has somebody that says that they will meet him here they don't show up and we can't get ahold of them. At the care center we are going to move forward and replace the flooring in the resident rooms this year, they are in pretty bad shape. Since our census is low, we can do one or two rooms at a time. Our estimates are coming in at around \$2,300 per room so we can spread that out over the year.

Jamie said as far as our census it's 35 right now and it's a little bit lower but we haven't been able to take that many admissions due to not having a therapist, especially skilled admissions. We have a physical therapist that came over and helped us out with a couple. Alicen said that he tries to fill in when Ray is gone but he has a lot going on in his work and personal life. Jamie said Ray is working on getting back in there and hopefully we'll be able to start taking some more rehab patients. Nursing staff we're doing fine with licensed nurses, CNAs I hired two PRN CNAs in the past couple of weeks and I have an interview for another one next week and I am losing one at the end of next week. Robert said Jamie are those brand new to the field or do they come from somewhere else? Jamie said one is actually full-time at the Villa and he wants to work at our facility as needed and then the other gal she's in nursing school so she can just work sporadically, so that's our nursing situation. Alicen talked about our Medicaid patients that I feel like they've been doing a lot of evaluations on to make sure they are meeting all the criteria.

### **Golden Age Center Report – Cindy Ruppe**

Cindy said I just wanted to show you some of the stuff that we've done (handout) the last couple of months. I think I told you at the December meeting that we did a trees for charity entry and we got \$1,350 for the seniors and then we got some significant donations from companies and from a lot of individuals. So, there's just a couple of pictures of us delivering and it was really, and I go another one today, a thank you card from one of the seniors, she said "Thank you very much for all the extras that you do for us especially the Christmas bags, they are very much appreciated and make it very special. Again, thank you for everything especially the meals". It's nice to get that feedback from them. The second page; our pool table is finally covered after three years. It was a group effort; Darwin Erickson took the lead on it but all of the guys participated and helped with it. They have huge buy in to it now, they are very protective of their pool table. We've got a couple of things going on, our ball drumming classes have picked up. We have twelve balls right now and we've had a couple of times that people have come that we haven't had enough equipment for them and so we are looking at getting a couple more balls and maybe even four more balls and we may even have to move them into this room because there's not enough room in there to their thing. Our exercise room just picked up unbelievably, we've got a ton of new people. There's a group that comes in every morning about 9:00 and there's about eight of them and they all come together and they come every day and they just love it. I told my husband I didn't feel old until now that people I went to school with are starting to come in. We have had some interest in getting a chair yoga class again so Lucinda is looking in to that. There's another exercise group that comes every morning early they come at 7:30 as soon as Lucinda opens the door and they put some DVD's in over here and they exercise, I don't even know what they do but they come down here and use the space. On the next page we had a really nice Veteran's Day program and we had kids from Terra Academy come and sing and a couple of other people that came and sang. It's always a huge turnout for the Veterans and of course that's their generation. And in the middle, there is our Thanksgiving dinner, we served 166 in the dining room and the overflow in the craft room. Just yesterday, I had to add this because it was so much fun, we did our diner for Valentine's Day again and the seniors just absolutely went crazy for it. This year instead of ice cream sundaes we did milkshakes and it was an even bigger hit than last year and they loved it. I had people in my office all afternoon yesterday telling me how much they appreciate everything we do for them. I have heard so many times in the last probably six months that this is the best kept secret in the valley. People are like I had no idea this was all here and we are seeing so many new faces it's incredible. Our congregate lunches we are averaging between 40 and 60 every day and it spikes up in to the 80's and 90's we had meatloaf a couple of weeks ago and we had 111. Robert said I think that a lot of people upcoming with Facebook more people are going to know and you're going to have more people in the population that are going to come. Cindy said some people come and they'll say I'm going to get so and so to come with me and then in couple of days they're here for lunch or they're here to exercise. Robert said I think they are a lot more connected than previous generations. Cindy said it's been great and we've just been trying to do some fun things that will attract new people. Richard said your tablecloths are a great addition. Cindy said it's a good collaborative effort and the seniors really do appreciate it. Steve tells me that our new meals on wheels truck has been ordered. Alicen said just a quick note on that, that will be the last meals on wheels truck that we can get with grant money unless we can come up with a new route, they won't replace them anymore. Cindy – like Alicen said, during Covid anybody could qualify and now they have to be homebound and meet the criteria and so we have taken some off but we've put some new ones on but we've lost a lot because of our long-term people that have passed away recently but it seems like everyday we are doing 2 or 3 new assessments for meals on wheels. The U4A group teamed with the MAG association and they have a full-time lobbyist and they agreed to assist U4A and they are lobbying for meals on wheels specifically. Its separate from what the state is

asking for but the lobbyist that were helping to pay for is asking for \$3.4 million additional meals on wheels funds. If that happens it would be good because we could put people on if they qualify. Some of the other agencies are going to have shortfalls big time because they just have more people than they can feed. Anyway, I hired two new drivers that started today so, we're hoping they work out. We lost one a couple of weeks ago and then one of our full-time people wanted to go PRN and so now we'll have 3 PRN's and then we hired a replacement driver for her. We got 14 applications and most of them were excellent. Robert said I talked to two HR people today and they said I don't know what's going on, I don't know if it's just the Basin but there's a lot more people applying. Cindy said there were 2 that I wasn't interested in but I interviewed 12 of them and they were all of them sounded great. Our dance numbers are up, we're getting a lot of new people there and kind of getting them used to how things work. I think that's all I've got.

#### **Public Input**

None

#### **Adjournment**

***Richard Jolley motioned to adjourn the meeting***

***Terri Rimer seconded the motion***

***Terri Rimer – Aye, Richard Jolley – Aye, Robin O'Driscoll – Aye and Robert Hall - Aye***