



## CANYONLANDS HEALTH CARE SPECIAL SERVICE DISTRICT BOARD MEETING

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

• Thursday April 11, 2024 at 5:30 p.m.

**PRESENT:** Tawny Knuteson-Boyd (Chair) Ken Ballantyne (Treasurer), Debbie Testa (Clerk), Evan Clapper, Paula Martin, Lou Irby, Dan Cook, Colette Lyman, Cassie Rose (CCC), Jason Gatherum, Garrett Weston, Jonathan Bangerter (Parkway), Sophie Miller (Larson), Todd Bramall (Seasons), Beth Logan (Moab Healthcare Foundation), Jennifer Sadoff (Moab Regional Hospital)

**ABSENT:** Joette Langianese

I. Called to Order at 5:32 PM

II. Approval of the February 8, 2024 Meeting Minutes (5 min) (Action Item)

Motion to approve the February 8th minutes with corrections made by Evan, seconded by Paula. Motion carried for approval 6-0.

III. Annual election of District Board Chair, Vice-Chair, Treasurer and Chief Administrator Officer (10 min) (Action Item)

The group discussed electing board officers for which PM nominated DC to be chairperson. After confirming his willingness, DC was nominated and accepted this role. Additionally, there were discussions about appointing TK as vice-chair and KB as treasurer and DC as chief administrative officer.

Motion to nominate Dan Cook as Board Chair & Chief Administrator Officer, Tawny Knuteson-Boyd as Vice-Chair and Ken Ballantyne as the Treasurer motion made by Evan seconded by Lou. Motion carried for approval 6-0.

IV. Reports/Presentations (30 min)

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

1. Administrators Report

CL noted preparations for the upcoming state survey after 20 months without any visits from them. An incident involving the termination of a nurse due to purposefully giving more than the ordered medication dosage was reported, along with concerns about staffing honesty when administering medications according to doctor's orders. Their census is 33, 1 discharged, 2 passed away and 5 residents have been admitted since the last board meeting and two more new admissions are coming. Their goals for 2024 are to pass survey in order to get the C.N.A program back to be able to apply in November, retain staff, fall prevention, and have all quality measures under the national average. They have 6 Active QAPI's. The staff needs are 3 CNAs. The cost report audit is over. After the survey, they will start refurbishing rooms, including replacing the carpet.

2. Quality Assurance Report

February's report included 4 house acquired infections, 6 skin issues, 10 falls, 3 medication errors. For psychotropic medications, 7 residents were taking anti-anxiety medications, 5 residents were taking anti-psychotic medications, 19 residents were taking anti-depressant medications. March's report included 3 house acquired infections, 7 skin issues, 10 falls, 2 medication errors. For psychotropic medications, 9 residents were taking anti-anxiety medications, 5 residents were taking anti-psychotic medications, 20 residents were taking anti-depressant medications and 1 unsuccessful gradual dose reduction.

b. Canyonlands Care Center Financials – Cassie

1. Ratify Care Center Bills – Jan/Feb (Action Item)

Motion to ratify Canyonlands Care Center January's 2024 bills in the amount of \$333,476.90 and February's 2024 bills in the amount of \$412,022.08 made by Evan, seconded by Lou. Motion carried for approval 6-0.

2. Review of the Budget vs Actuals – Jan/Feb

CR presented the CCC's January budget details, highlighting areas where expenses exceeded budgets such as linen costs and nursing supplies due to transportation-related inflation. However, overall income was reported as being in the black at \$21,964. Concerns were raised regarding missing linens during laundry processes, which led to discussions about investigating potential causes, such as staff reluctance in dealing with soiled linens. The need for better communication between departments regarding linen management was emphasized by various speakers along with plans for further investigation into this issue by JS from MHR.

For February, the bed count decreased to 31 due to certain unfortunate events, leading to a decrease in revenues. Total revenue was also down. A specific mention was made of an approximate \$317K discrepancy categorized as license and certificates due to the incorrect withdrawal for the MRH 2023 Q4 DSH payment, which had impacted the budget. It was clarified that this deviation would be rectified in March due to funds being credited back to their CCC account. They are completely caught up on their financials, which will help for an accurate 2025 budget. Medicaid has also been caught up.

c. Parkway and Seasons Administrators/Financials Report (June) – Nathan/Todd/Jason

TB reported on Seasons. Their census is at 42 and they are fully staffed, with 1 staff member for 8 residents for direct care. Also, they are reporting no falls, injuries, or workers comp claims, with 14 of 16 pinnacle insights being best in class. Their focus is to increase their census.

GW provided an update stating that Parkway maintained an average daily census of 43 over January and February with strong relations with the Mountain View Hospital team. He also highlighted improvements in overall satisfaction scores reaching 71% and reducing turnover rates significantly.

JG mentioned they are continuing to work through the HUD purchase process for Parkway.

d. Other Considerations

V. Financials (30 min)

a. CHCSSD Financials – Ken/Sophie

1. Approval of Bills (Action item)

March bills included the 2020 DSH payment and April bills included the two bond payments. Participants inquired about the remaining bond payments and their durations. It was clarified that there are five years left on one bond and two years left on another, with original lengths being 15 years and 20 years respectively. The discussion indicated a positive outlook as they are getting closer to paying off these bonds.

Motion to ratify the CHCSSD March and April bills for a total amount of \$1,146,058.47 made by Ken, seconded by Evan. Motion carried for approval 6-0.

2. Review of the Budget vs Actuals

SM reviewed financials, including sales tax income figures for February at \$98,273.58, along with reimbursement requests from the Parkway facility regarding legal fees incurred since 2021 and UPL & DSH facilitation fees, among other expenses mentioned.

BL requested an overview of sales tax compared to last year.

3. Review of the Fund Balances

Fund balances: \$501,063.89 General PTIF Fund, \$102,688.58 Capital PTIF Fund, \$2,527.91 CCC Capital PTIF Fund, \$1,242,406.94 Debt Service Fund, \$332,601.43 Wells Fargo Checking, balances are as of March 31, 2024.

4. Re: Update on the 2023 Financial Audit  
SM noted the information for the CHCSSD audit will be sent to John Haderly/Larson on April 16, 2024.
5. Other Considerations

VI. New Business/Discussion/Action Items (25 min)

- a. Review and consideration to approve the updated CHCSSD Bylaws (Action Item)

The updated district bylaws, necessitated by changes in meeting dates and locations, were reviewed.

**Motion to ratify the CHCSSD bylaws as presented made by Evan, seconded by Lou. Motion carried for approval 6-0.**

- b. Discussion and Consideration of Bonus and Salary Adjustments for the CCC Administrator and District Clerk (Action Item)

The board proposed a \$3K bonus and \$2.00/hr salary increase to the CCC Administrator and a \$3K bonus and increased salary rate of \$30/hr for the District Clerk.

**Motion to approve the bonus and salary adjustments for the CCC Administrator and the District Clerk made by Evan, seconded by Ken. Motion carried for approval 6-0.**

- c. Update on development plans for the remaining CHCSSD property (Joette)

JS noted that last month's meeting was canceled. The group is trying to arrange a strategic planning session to prioritize the needs of the campus at the next meeting.

VII. Other Considerations (5 min)

EC noted that healthcare sales tax eligibility was expanded during the last state legislative session, although he has not heard of any additional applicants. JS noted that she thought this did not apply to counties that already have the healthcare sales tax. The question was raised: if the healthcare tax rate were changed, would this open the door to other entities? The board noted to look further into this topic to see if there are any implications to be aware of.

The conversation then revolved around board and commission recruitment strategy and how to reach out effectively within communities regarding vacancies on various boards. Board recruitment efforts could be enhanced through social media outreach initiatives led primarily through county channels but also extending beyond them into districts such as museums where vacancies exist but may go unnoticed without proactive measures taken towards publicizing them effectively within communities.

VIII. Closed Session (10 min)

**Motion to adjourn the meeting made by Ken, seconded by Lou. Motion carried for approval 6-0.**

IX. Adjourned at 6:45 PM