CANYONLANDS HEALTH CARE SPECIAL SERVICE DISTRICT BOARD MEETING

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

• Thursday June 13, 2024 at 5:30 p.m.

PRESENT: Dan Cook (Chair), Tawny Knuteson-Boyd (Vice-Chair), Ken Ballantyne (Treasurer), Joette Langianese, Evan Clapper, Paula Martin, Lou Irby, Debbie Testa (Clerk), Colette Lyman, Cassie Rose (CCC), Jason Gatherum, Garrett Weston (Parkway), Sophie Miller (Larson), Todd Bramall, Nathan Bronemann (Seasons), Beth Logan, Kari McKay (Moab Healthcare Foundation), Jennifer Sadoff (Moab Regional Hospital), Liz Tubbs, Andy Smith (EMS)

I. Called to Order at 5:32 PM

Motion to amend the agenda to allow Ken to go first with the district financials then EMS can follow made by Joette, seconded by Evan. Motion carried for approval 6-0.

II. Approval of the April 11, 2024 Meeting Minutes *(5 min)* (Action Item)

Motion to approve the April 11th minutes by Paula, seconded by Lou. Motion carried for approval 5-0. Joette abstained due to not being present at the April 11th meeting.

III. Financials *(30 min)*

a. CHCSSD Financials – Ken/Sophie

1. Approval of Bills (Action item)

Motion to ratify the CHCSSD May bills and pay the June bills for a total amount of $213,510.84 made by Evan, seconded by Joette. Motion carried for approval 6-0.

2. Review of the Budget vs Actuals

The sales tax revenue has been up from 2023 for each month so far in 2024. The $44,944.45 for Q2 DSH facilitation fee and invoices 503, 504, 505 for legal reimbursements are still outstanding payments to be received from Parkway.

3. Review of the Fund Balances

Fund balances: $358,794.79 General PTIF Fund, $103,624.12 Capital PTIF Fund, $2,550.94 CCC Capital PTIF Fund, $1,014,369.52 Debt Service Fund, $364,221.36 Wells Fargo Checking, balances are as of May 31, 2024.

4. Re: Update on the 2023 Financial Audit

The auditor has had financials/QB copies since June 3rd and the requested follow-up items have been sent. SM expects the audit to be done within the next month or so and will follow up on 6/30 if she has not heard anything.

5. Discussion and consideration of Adoption of Updated Financial Procedures (Action Item)

DC noted the need to update financial procedures to match their new meeting schedule, proposing to have a prepared budget ready by the October meeting. The team voted to approve this change, and it was decided that the chair and treasurer would sign the agreement after the board reviewed it electronically. The plan is to ratify this at the next meeting, with the understanding that feedback must be received by a certain date.

Motion to approve the updated Financial Procedures for the CHCSSD as presented with changes not discussed at the last meeting to include the budget corresponding with our meeting schedule made by Joette, seconded by Evan. Motion carried for approval 6-0.

6. Other Considerations

TK Joins at approx. 5:45 PM

IV. Discussion and Consideration of Reallocation of a Portion of the 2024 Rural Health Sales Tax to the EMS SSD (Action Item) – Liz Tubbs/Andy Smith/EMS

AS Executive Director of EMS and ET Board Chair of EMS provided a funding proposal requesting financial assistance for EMS from the CHCSSD due to cash flow challenges faced by changing medical billing companies, which led to many accounts being written off. AS proposed receiving an advance equaling 50% of the sales tax allocation for this year upfront and paying it back next year to alleviate their cash flow issues. AS suggested a 50-50 split for the rest of the year, resulting in a difference of approximately $155,000. JL expressed support for EMS as it aligns with the CHCSSD charter and establishing resolutions. KB also voiced support and proposed paying off one bond early in budget discussions. The conversation revolved around an interlocal agreement to facilitate financial assistance between districts. The board discussed approving a loan of $155,000 interest-free to the EMS Special Service District. This loan is intended to help with cash flow issues resulting from changes in billing companies. The repayment period was set from June to September 2025 pending an interlocal agreement.

Motion to approve the CHCSSD will loan the EMS SSD $155,000.00 interest-free with a payback starting in June, July, Aug, and September 2025, pending an interlocal agreement that the board will approve electronically made by Joette, seconded by Tawny. Motion carried for approval 7-0.

KB excused at 6:02 PM

Motion to amend the previous motion to authorize the Chair and Treasure to sign the agreement after the board approves it electronically made by Joette, seconded by Evan. Motion carried for approval 6-0.

II. Reports/Presentations *(30 min)*

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

1. Administrators Report

CL reported that no state survey has occurred. However, they expect to pass it when it happens. Their census is at 33, flagging in 1 area for falls, 6 active PIPs and 3 CNAs needed. After the survey, they will start refurbishing the premises. All the quality incentive reimbursements are in, and they are due to receive $30K back.

2. Quality Assurance Report

CL presented changes in reporting quality measures based on specific metrics required by UPL funding criteria. The report detailed various quality measures such as UTIs, pressure ulcers, falls, and falls with injury, among others, that need to be met monthly. Starting next month, they must meet 6 out of 9 to get UPL funds. They are meeting all 9 this month.

3. Moab Healthcare Foundation Fundraising Campaign (Kari/Colette)

Kari McKay, Executive Director of the Moab Healthcare Foundation, a 501(c)3, presented a fundraising campaign for the senior active lifestyle program at the Canyonlands Care Center. She noted they have prioritized Canyonlands Care Center as their first-line recipient for fundraising efforts. A recent donation of $50,000 has been made to this cause. The campaign is aimed to raise $75,000 to cover the costs of the Magic Bus named "Keep the Wheels on the Magic Bus Rolling," which takes seniors on trips around Moab. The next fundraising activities planned include the community garden and supporting the "Cruising Lifestyle" campaign theme. The campaign will be rolled out by July 1 using multiple communication channels. KM encouraged people to share social media posts on personal pages. The conversation included a discussion on whether the funds from the campaign should go directly to the care center or through the district.

b. Canyonlands Care Center Financials – Cassie

1. Ratify Care Center Bills – March/April (Action Item)

Motion to ratify Canyonlands Care Center March's 2024 bills in the amount of $422,456.50 and April's 2024 bills in the amount of $ 781,285.80 made by Joette, seconded by Evan. Motion carried for approval 6-0.

2. Review of the Budget vs Actuals – March/April

CR provided an update on the audit, stating that she had given all necessary documents to Larson for review. She mentioned an email from Gilbert and Stewart CPA was received and is awaiting feedback. CR presented and discussed the bills for March and April 2024, explaining that the higher costs in April were due to bond payments made by the Care Center. She clarified the reimbursement process from the district for the bond payments, including the CIB Loan for the center's construction. They also reviewed the unexpectedly high incontinence and nursing supplies costs, suggesting that previous budgets may not have accurately accounted for them. The discussion also touched upon higher Medicaid payments due to increased Medicaid patients compared to private pay patients. Lastly, CR clarified the difference between Medicaid and Medicare payments and noted that they were still awaiting UPL payments. CR noted they are considering streamlining administrative processes using integrated software solutions instead of multiple programs currently in use for payroll-related tasks like pay stubs, W-2s, timekeeping, etc., aiming at convenience for employees while saving time.

c. Parkway and Seasons Administrators/Financials Report (June) – Nathan/Todd/Jason
GW reported for Parkway Q1 2024, mentioning a quarterly increase in operating costs due to unexpected maintenance and survey preparation despite total revenue increasing by $170,000. He also noted improved quality metric points and customer service scores. Parkway's census is at 57/95% occupied. Marketing efforts include joint meetings with hospitals such as Mountain View and Timpanogos Hospital to enhance partnerships.
NB reported for Seasons Q1 2024, noting private revenues were up and Medicare/Medicaid were under budget. Their average census was 45.7, expenses were above budget, and with lower census, they posted a loss of $154,000. TB reported Seasons is fully staffed; they are waiting for survey and noted that four long-term residents passed away.

d. Other Considerations

III. New Business/Discussion/Action Items (*35 min)*

a. Discussion on CHCSSD Purpose and Strategic Direction
A discussion was initiated by JL regarding the CHCSSD's role within the community, emphasizing the need for a defined purpose beyond being a pass-through entity. JL and others suggested the need for a clearer mission statement, formal policies and procedures, and a more defined vision. JL proposed bringing in a consultant to help the board brainstorm and compare their operations with other healthcare special service districts. The team agreed on the need for a strategic plan, a product to present to the community and voters. JS noted that the board's current policy statement is in Article One of their bylaws and suggested reviewing it for relevance and expansion. The Board should review the district's bylaws and establishing resolution to assess if the stated purpose aligns with their vision. JS highlighted the importance of healthcare and housing for community wellbeing and proposed reviewing existing health needs assessments to identify gaps. TK noted to consider our guiding principles and how they can fit within the mission. DT suggested creating a website for the district to inform the community about its role and activities.

b. Annual Grand County 2025 Funding Request Presentation
The split starting in 2025 will be 50/50 with the CHCSSD and EMS, which ends up being a $150K difference. It was noted that the DSH payment could be considered separate from the split. DT to determine the date for presenting the district's funding request to the County Commission and inform the board. The board will decide who will present the funding request to the County Commission during the August meeting.

c. Update on development plans for the remaining CHCSSD property (Joette)
JL noted this could be addressed while working on the CHCSSD purpose and integrated into the strategic direction.

IV. Other Considerations *(5 min)*

V. Closed Session *(10 min)*

Motion to adjourn made by Evan seconded by Joette. Motion carried for approval 6-0.

VI. Adjourned at 7:28 PM