SAN JUAN HEALTH SERVICE DISTRICT REGULAR BOARD MEETING
SAN JUAN HEALTH CONFERENCE ROOM MONTICELLO, UT
JULY 18, 2024 6:00 PM

Present: Chair, Allen Barry; Board Members: Doug Christensen, Casey Veach, Steve Simpson, Stephen Williams and Paul Sonderegger; Staff: Clayton Holt, CEO; Farley Crofts, CFO; Ashley Reynolds, CNO; Jimmy Johnson, COO; Nick Fox; Skyler Crofts, Deputy Recorder, and others as listed on guest list.

TOPIC	DISCUSSION	CONCLUSION	ACTION
Board Meeting Called to Order:	Allen called the regular meeting to order at 6:08 p.m.	Virtual: N/A Absent: N/A	
Board Minutes Approval: June 20, 2024	June 20, 2024 board minutes were reviewed LBA June 20, 2024 Public Hearing minutes were reviewed	Minutes will stand as written Minutes will stand as written	
Public Comment:	N/A		
Celebrations:	Clayton Holt shared that a family member of one of our patients called to express gratitude for services that were rendered – The situation happened to be where no ambulances were available. Dr Nichols walked to the patients house to check on them , and when it was apparent they needed additional help, Dr Nichols used a		

	wheelchair to get the patient into our ER. Jimmy Johnson shared that we have a new Pharmacist in Spanish Valley (Alexandra Eberling), and this was her first week Clayton also shared that we had another successful scholarship scramble in partnership with Blue Mountain Hospital – So far over $40,000 has been given out in scholarships through the program – The event was full again with 19 teams – Several former scholarship recipients have come to work in our system or for Blue Mountain Hospital		
Vision & Values	Steph Williams read the Vision Statement		
Old/New Business: 1. Replacement Hospital Project Budget	Preliminary Estimate - We are still waiting from the design team to get a more accurate cost estimate State Funding - The State is still trying to establish the process for the loan funding that has been promised		

	- The process for the grant funding is more established, and they anticipate being able to get us the $12.5M in the near future - The loan funding ($17.5M) is being discussed as either being issued at a 0% interest rate, or slightly above that rate - We are hoping that both will be made available soon, so that we can take advantage of interest that could be earned on that money - The State has indicated that they will send an application that will need to be completed before any funds are issued - The State Department of Finance will manage our loan once it is in place CIB Closing - This is scheduled to take place on July 29th Overall Project Funding - We are scheduled to receive $30M from the State, $5M from the CIB, and $5M from our own funding - This constitutes a $40M framework we are anticipating for the project		

	- It would be helpful if the Board would authorize this as the project budget so that we can move forward with the preliminary expenses of the project Equipment Service Contracts - With all of the new equipment being purchased for the replacement hospital, we anticipate that it would cost approximately $30K per month to have service agreements in place - There will be a warranty period for the first 2 years on the equipment - Rather than paying for the service agreements, we have decided to establish a sinking	- When a more formal budget has been prepared, based on the architects design, it will be presented to the Board - We are trying to be very intentional with the design process to ensure that we stay within the $40M budget - If the formal budget comes back as higher than the $40M it would be brought to the Board for consideration on how to proceed Motion made to authorize Clayton & his staff to spend up to $40M on the replacement hospital project contingent upon the CIB and State funding coming through	Motion: Casey V Second: Doug C Motion Unanimous

2. CEO Contract 3. Review of 2023 Audited Financial Statements	fund to cover the costs associated with any maintenance or repairs to the new equipment - The goal is to have $300K set aside by the time the new equipment is put into service - The manufacturers are making a lot of money from these service contracts, and we feel that we can put ourselves in a better financial situation by self-funding our maintenance or replacement funds Opinion Letter - This letter covers all of the work and testing associated with the audit - An Unqualified or a Clean Opinion was given for the District – that means there are no material misstatements in the financial statements Management Discussion & Analysis		

	- The District's Assets exceeded the liabilities - The net position of the District increased for the year ended Dec 31, 2023 – It increased by approximately $950K - Operating expenses increased by about $1.5M compared to the prior - Net operating revenues increased by about 14% from the prior year - Non-operating revenues increased were just over $1.7M Profit & Loss Statement - Depreciation Expense – It is important for an enterprise fund to have income above the annual depreciation expense to ensure that there are enough resources to manage capital needs Estimates - Estimates are used in the financial statements - DSH and Cost report figures need to be estimated to ensure that and liabilities or receivables linked to these processes are fairly presented on the financial statements		

	- The processes used to determine these estimates have been very accurate historically Cash Flows Statement - This report provides a snapshot for the district that is very similar to reviewing a bank statement - Cash and cash equivalents increased by about $2.4M last year Review of Internal Controls and Compliance - No deficiencies were identified in the course of the audit that would be considered a material weakness - No instances of noncompliance that need to be reported were identified in the audit State of Utah Compliance - The District has complied in all material respects with the State Compliance requirements that were reviewed Financial Auditors		

	- We are very fortunate to work with the audit firm that we work with - A highly trained team is always brought to work on our audits - The Admin Team is always willing to field questions, but the Board is also free to work directly with the Auditors if there are any questions that need to be addressed		
Financial/Statistical: 1. CFO Report	Financials: Revenues: - At about a 10% increase when compared to 2023 - This is particularly encouraging because June was a rough month - Clinic revenues were also impacted by having one of our coders out near the end of the month - We are still seeing the impact of not having a full-time general surgery program Cash Collections: - We are continuing to work through the mess that		

	occurred with the Change Healthcare issue - We are not quite at 100%, but we are edging closer to that goal Bank Balances: - Overall cash balances are continuing to increase - Added about $200K back into our PTIF account - We did not have to pull any funds from PTIF last month Graphs: - The graphs show the dip that has happened between May & June - The graduation of a couple of chemo patients has a big impact of the outpatient, lab, and radiology numbers presented in the graphs Other:		
2. Capital Equipment Budget Update	N/A		
3. Expenditure Review and Approval	N/A		

Goals:
1. Review Goals and Progress
	Goal Results through Q2:
	- This is one of our major milestones for the goals process
	- We have achieved an overall score of 3.92, which means we are exceeding our goals
	
	Patient Satisfaction:
	- HCAHPS
	  o Goal: 84.8%
	  o Actual: 83.3%
	  o Score: 2
	- ED CAHPS
	  o Goal: 63%
	  o Actual: 76.7%
	  o Score: 5
	- SJCB
	  o Goal: 80%
	  o Actual: 71.4%
	  o Score: 1
	- SJCM
	  o Goal: 80%
	  o Actual: 76.4%
	  o Score: 2
	- SVC
	  o Goal: 80%
	  o Actual: 83.6%
	  o Score: 4
	- OAS CAHPS
	  o Goal: 80%
	  o Actual: 76.1%
	  o Score: 2		

	Gross Billings
	- Goal: $2.825M per Month
	- Actual: $2.958M per Month
	- Score: 5
	
	Departmental Goals:
	- Business Office
	  ○ Goal: $408K Weekly Collections
	  ○ Actual: $419.4K
	  ○ Score: 4
	- SJCM
	  ○ Goal: 1.85 Labor Hours per Visit
	  ○ Actual: 1.62
	  ○ Score: 5
	- SVC
	  ○ Goal: $83,333 Gross Billings per month
	  ○ Actual: $87,980
	  ○ Score: 4		

Administrative Report: 1. Staffing Update 2. CEO/CNO Report	Summary provided in the Board Packet: CNO: COVID/Infection Control Update: - No COVID, Flu, or RSV for the month of June in the Hospital or the ER		

	Clinical Trends: - 45 Admissions to the hospital for June – This included 3 SNF patients for a total of 36 SNF days - 123 ER Visits in June – 17 were classified as emergent cases - 2 Transfers from the hospital, and 9 transfers from the ER - 11 Orthopedic Surgery cases – 5 of these were total joints - 3 General Surgery cases - 14 Endoscope procedures - 3 GYN procedures performed by Dr Henderson Clinical Projects: Tele-Oncology - There are still 37 patients in the program, but only 17 are receiving chemo or immunotherapy Tele-Cardiology - The program is remaining busy GYN Surgeon - Staff and patients were very pleased with the work the Dr Henderson did on her first official working visit - Dr Henderson will be back on Aug 26th – 2 procedures are		

	already scheduled for that date - Dr Wigant is helping patients get all the preliminary work needed to be ready for when Dr Henderson is on site General Surgery - Our locum general surgeon is performing very well, and is very efficient in the OR and the Clinic - Dr Stevens does not appear to be interested in anything long-term or permanent - We are still exploring options for another locum, or something for permanent placement InterQual CEO: N/A		
Sub-Committee Reports: 1. Medical Staff Report	Summary provided in the Board Packet: Dr Doel - He will be leaving the organization at the beginning of October		

	- Dr Nichols and Dr Robertson will pick up the shifts in the ER in Dr Doel's absence Critical Care Procedure Training - Discussed an increase for training on rarely seen procedures that are needed for Critical Care Patients - This will help us be better prepared to help save lives when these procedures are needed AI - We are looking at options to help our providers with encounter notes by utilizing AI - Nick Fox was able to help implement processes at UNHS that allowed the providers to utilize software on their phones to help create notes for patient encounters - The use of these programs can require changes in how the providers voice what is happening while seeing a patient, but it can result in major time savings for the providers - The providers will still need to review each note, but there is		

	some machine learning that improve what the program records for each note - There is a learning curve for both the providers and the patients - HIPAA compliance is a big part of these programs to ensure that all patient information is being protected		
2. Credentialing	1. Individuals for credentialing:	Motion made to accept the Medical Staff's recommendation to credential the following: N/A	Motion: Second: Motion Unanimous
	2. Individuals for credentialing:	Motion made to accept the Medical Staff's recommendation to re-credential the following: N/A	Motion: Second: Motion Unanimous
	3. Delegated Credentialing	Motion made to accept the Medical Staff's recommendation to approve the updated schedule C-1 for the following services: Tele-Critical Care	Motion: Steph W Second: Doug C Motion Unanimous

Policy Review & Approval 1. New Policies 2. Existing Policies		Motion made to approve the revised and unchanged policies as listed in the Board Packet.	Motion: Steph W Second: Doug C Motion Unanimous
Closed Session: 1. Personnel – Character, Professional Competence, or Physical or Mental Health of an Individual 2. Strategy Session to the purchase, exchange, or lease of real property when public discussion of the transaction would disclose the appraisal or estimated value of property under consideration or prevent the public body from completing the transaction on the best terms possible		Motion to go into closed session at 8:02 p.m. Casey Veach – Aye Paul Sonderegger – Aye Doug Christensen – Aye Steve Simpson – Aye Stephen Williams – Aye Motion made to go out of closed session at 8:53 p.m.	Motion: Steve S Second: Paul S Motion Unanimous Motion: Paul S Second: Casey V Motion Unanimous
Other Business 1. Next Meeting Date 2. Medical Staff Meeting	August 15, 2024 in Blanding August 8, 2024		
Adjournment:		Meeting adjourned at 8:56 p.m.	Motion: Casey V Second: Steph W Motion Unanimous

8/15/24

Allen Barry, Chairman Date