



CANYONLANDS HEALTH CARE SPECIAL SERVICE DISTRICT BOARD MEETING

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

- Thursday August 8, 2024 at 5:30 p.m.

PRESENT: Dan Cook (Chair), Ken Ballantyne (Treasurer), Evan Clapper, Paula Martin, Debbie Testa (Clerk), Cassie Rose (CCC), Jason Gatherum, Garrett Weston (Parkway), Nathan Bronemann, Jeremy Frehner (Seasons),

Beth Logan (Moab Healthcare Foundation), Jennifer Sadoff (Moab Regional Hospital)

ABSENT: Tawny Knuteson-Boyd, Lou Irby, Joette Langianese, Colette Lyman

I. Called to Order at 5:32 PM

II. Approval of the June 13, 2024 Meeting Minutes (5 min) (Action Item)

Motion to approve the June 13th minutes by Paula, seconded by Evan. Motion carried for approval 4-0.

III. Financials (30 min)

a. CHCSSD Financials – Ken/Sophie

1. Approval of Bills (Action item)

Motion to ratify the CHCSSD July bills and pay the August bills for a total amount of \$670,770.39 made by Paula, seconded by Dan. Motion carried for approval 4-0.

2. Review of the Budget vs Actuals

KB noted that the district received a rebate check for \$179,555.21 from DOH, which it will use to fund the UPL seed money.

3. Review of the Fund Balances

Fund balances: \$532,720.98 General PTIF Fund, \$104,567.48 Capital PTIF Fund \$2,574.16 CCC Capital PTIF Fund, \$1,023,604.05 Debt Service Fund, \$128,627.69 Wells Fargo Checking, balances are as of July 31, 2024.

4. Re: Update on the 2023 Financial Audit

DT noted she had just received the audit, which she will send to the board for review and approval at the next board meeting on October 10. The audit found no out-of-compliance in the report.

5. Ratify Updated CHCSSD Financial Procedures (Action Item)

Tabled to next meeting due to not being signed by all signatories.

6. Other Considerations

KB noted to begin work on the district's 2025 budget and to have it ready for preliminary approval at the Oct 10 board meeting. KB raised an issue regarding the district's accounting procedures and Sophie's high billable rate. The board's preference is to have someone local do the accounting. KB proposed hiring Kimra, a former district accountant, to take over Sophie's position to work a few hours each month at a significantly lower cost. Sophie would verify her work to ensure it's audit-compliant. EC agreed to pursue more affordable options with a local accounting agent, suggesting the need for a contract and clear rates before approval. The board decided to post a request for proposals (RFP) in the local paper with a deadline of September 15th. The successful candidate will need a bachelor's degree in accounting, though they do not require a full CPA certification. The RFPs will be reviewed at the next meeting in October.

IV. Reports/Presentations (30 min)

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

1. Administrators Report

CR reported that after a successful survey in July, four areas were found that were deficient and could improve. The facility will now be able to resume its CNA program in November. Their census is at 33, 3 admits and 2 discharges. She shared updates on the recent COVID-19 outbreak, with multiple residents and staff testing positive, leading to increased screening and precautions for at least 14 days. Cassie highlighted the goals for 2024, including retaining staff, preventing falls, improving quality measures, and resolving survey issues. She mentioned the need to hire a part-time maintenance worker, one full-time nurse, one part-time nurse and several CNAs. Cassie also provided an update on the ongoing district audit and preparation for the facility cost report. They plan to have their budget ready for the next board meeting.

2. Quality Assurance Report

CL provided a reference report. Falls and antianxiety medications are some of the items reporting higher numbers than the average.

b. Canyonlands Care Center Financials – Cassie

1. Ratify Care Center Bills – May/June (Action Item)

Motion to ratify Canyonlands Care Center May's 2024 bills in the amount of \$346,566.80 and June's 2024 bills in the amount of \$398,242.60 made by Ken, seconded by Paula. Motion carried for approval 4-0.

2. Review of the Budget vs Actuals – May/June

CR presented the budget for May and June, highlighting that they were close to being 50-50 YTD, despite some items being over budget such as benefits/wages due to three pay periods and supplies. She highlighted specific expenses such as insurance costs related to workers' compensation claims.

3. Parkway and Seasons Administrators/Financials Report - Q2 2024 (August)

NB provided a financial report for Seasons Q2 2024, stating that revenues were \$271K under budget due to lower census and decreased Medicaid revenue. However, expenses were also below budget by \$196K. The facility turned a profit of \$14K for the quarter but showed a year-to-date loss of \$140K. Nathan expressed optimism for an improved third quarter. JF gave an administrative report for Seasons indicating that they currently have 44 out of 53 beds filled with an 83% census rate following a recent survey where they received four tags but felt grateful it went smoothly compared to previous experiences. GW reported that Parkway's average daily census was at fifty in the second quarter and they had seen improvements from previous quarters. They experienced increased revenue but also higher operational costs due to contract labor and attorney's fees from a settled case dating back to 2017. Despite this, they managed to increase their overall operating income by about \$30K. Parkway received positive feedback on their Pinnacle satisfaction scores with significant increases across various categories, such as overall satisfaction and quality of food, which contributed to higher census numbers and improved relationships with case managers and hospitals. JG reported they are having weekly meetings with HUD and continue to work through their checklist.

c. Other Considerations

V. New Business/Discussion/Action Items (35 min)

a. Ratify Interlocal Agreement with EMS SSD (Action Item)

Motion to ratify the ILA agreement between CHCSSD and EMS made by Ken, seconded by Evan. Motion carried for approval 4-0

b. Discussion on CHCSSD Purpose and Strategic Direction

EC suggested postponing the discussion on the purpose and strategic direction of the CHCSSD until Joette is present and could spearhead it at future meetings, who has been involved in extensive long-term visioning efforts previously.

Motion to table this topic to the next meeting made by Evan, seconded by Ken. Motion carried for approval 4-0.

1. Moab Free Health Clinic Funding

The group also discussed the possibility of contributing to the Moab Free Health Clinic suggesting that the contribution could be part of the 2025 budget. The understanding is that the amount of the contribution would be determined during the budget process. DT noted she would reach out to Kate for a formal funding request to send to the board by Sept 2024 for review.

c. Annual Grand County 2025 Funding Request Presentation

EC suggested preparing requests from the county commission ahead of time based on last year's successful approach. They planned to align with EMS regarding funding split before making any requests. The split for 2025 with EMS and CHCSSD will be 50/50. JL noted she would be available to help present on this. The DSH payment is typically included with the funding request and the district plans to follow their previous agreement with EMS regarding the DSH payment.

d. Discussion on CHCSSD Standing Agenda for Board Meetings

KB and DK proposed moving the financials section of the meeting to the beginning of the agenda to shorten the time paid consultants have to sit through unnecessary meeting items. The new agenda would start with the CHCSSD financials, followed by Seasons and Parkway and finally the CCC reports. DT was tasked with implementing these changes.

e. Discussion on Upcoming Board Vacancies

EC announced that he would not seek re-election to the County Commission, leaving his position vacant in January. PM and KB are also the other upcoming board vacancies. KB noted he will do another term. PM noted she is searching for her board replacement. Board members to consider potential candidates for the open board position(s).

VI. Other Considerations (*5 min*)

VII. Closed Session (*10 min*)

Motion to adjourn made by Ken, seconded by Evan. Motion carried for approval 4-0.

VIII. Adjourned 6:58 PM