MINUTES OF UINTAH HEALTH CARE SPECIAL SERVICE DISTRICT PUBLIC MEETING at the GOLDEN AGE CENTER SOUTH EAST CONFERERNCE ROOM, 330 S AGGIE BLVD, VERNAL, UTAH on November 21, 2024 at 5:30 P.M.

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

Visitors Attending – Alicen Hatch, Windy Barton, Steve Madsen, Jamie Walker and Doug Rasmussen

Welcome and Prayer – Robin O'Driscoll
Robin welcomed everyone and Dr. Jolley offered the opening prayer.

Date, Time and Location of the Next Board Meeting – Robin O'Driscoll

- **Thursday December 5, 2024 at 5:30 p.m.**
  This date was previously discussed and agreed upon due to scheduling constraints and the need to approve the budget.

Approval of the October 24, 2024 Minutes – Robin O'Driscoll
Two corrections were noted by Alicen.
John Laursen motioned to approve the October minutes with the two corrections
Robert Hall seconded the motion
Richard Jolley – Aye, Terri Rimer – Aye, Robin O'Driscoll – Aye, John Laursen - Aye and Robert Hall – Aye

Approval of the October 2024 Check Registers – Robin O'Driscoll
Robert Hall motioned to approve the October 2024 Check Registers
John Laursen seconded the motion
Richard Jolley – Aye, Terri Rimer – Aye, Robin O'Driscoll – Aye, John Laursen - Aye and Robert Hall – Aye

Approval of the May, June and July Financial Reports – Doug Rasmussen
Previously distributed and reviewed.
No questions or concerns raised.
Richard Jolley motioned to approve the May, June and July Financial Reports
Robert Hall seconded the motion
Richard Jolley – Aye, Terri Rimer – Aye, Robin O'Driscoll – Aye, John Laursen - Aye and Robert Hall – Aye

Approval of the September & October Financial Reports – Doug Rasmussen

- **September Uintah Care Center Financials**
  Checking account down by $122,000 compared to the previous year.
  Accounts payable liabilities decreased by $77,000.
  Payroll liabilities increased slightly due to accrued vacation payable.
- **Net Pension Liability:**
  Fluctuations noted due to URS retirement system.

- **Revenue and Expenses:**
  Net revenue of $642,000 compared to $392,000 the previous year.
  Mineral lease revenue and upper payment revenue discussed.
  Revenue year-to-date activity: $4.8 million compared to $5.364 million the previous year.
  Total expenses year-to-date: $4,9 million compared to $5,1 million the previous year with a $155,000 loss for the current year.
- **September Golden Age Center Financials**
  Checking Account balance of $59,000 compared to $1,400 the previous year.
  Accounts payable decreased, indicating payments are being made.
- **Revenue and Expenses:**
  Mineral lease revenue down by 40%.
  Total revenue year-to-date: $943,831 compared to R950,448 the previous year.
  Year-to-date expenses: $942,000 compared to $953,000 in the previous year.

District Financials

- **Cash Position:**
  Increased by $134,000 compared to the previous year.
  Total revenue year-to-date: $1,664,280 compared to $1,509,000 the previous year.
  Total expenses year-to-date: $1,609,000 compared to $1,545,000 the previous year with a $55,000 profit for the current year.

Robert Hall motioned to approve the September Financial Reports
Richard Jolley seconded the motion
Richard Jolley – Aye, Terri Rimer – Aye, Robin O'Driscoll – Aye, John Laursen - Aye and Robert Hall – Aye

October financials tabled.

2025 Tentative Budget Approval – Robin O'Driscoll

- **Discussion Points:**
  Alicen's wage increase proposal discussed. Considerations for future role splits into HR, Executive Director, and financial roles when retirement gets closer.
- Discussion on the need for an additional $200,000 to accommodate new positions and responsibilities when Alicen retires which will be at least three more years but possible six.
- The strategy includes potentially hiring an HR and financial officer, possibly on a part-time basis, depending on the candidates attracted.
- Importance of transferring knowledge to ensure continuity and stability in operations.
- Emphasis on the importance of having a successor trained and ready to take over administrative duties.
- Plans for a smooth transition with the current Administrator/Executive Director willing to stay until new positions are filled.
- Insurance savings noted; concerns about sustaining wage increases.
- Staffing in dietary department discussed; budget includes wages for two additional part-time positions.

- Long-term revenue sustainability is a concern, especially with regular staff raises and cost-of-living adjustments (COLA) factored in.
- There is caution regarding new insurance policies, which often have favorable terms in the first year but may increase significantly in subsequent years.
- Nurses are set to receive a $2 per hour raise, with a 3% increase on their anniversary date.
- Increases have been given to office personnel due to additional responsibilities following the office manager's departure.
- There is confidence in future revenue streams, with commitments to maintain financial stability.
- The HR role is seen as emotionally taxing and time-consuming, with discussions on whether to hire sooner rather than later.
- Current staff are handling multiple roles, which may need to be divided into separate positions in the future.
- A motion was made to approve the tentative budget as presented, with a focus on not adding additional line items unnecessarily.
- Concerns were raised about the need for public hearings to amend the budget, but it was agreed that this process is manageable.
- The tentative budget was adopted with unanimous agreement.
- Discussion on whether to include an additional office person in the budget.
- Emphasis on the ease of amending budgets, if necessary, rather than complicating the initial budget with potential changes.

Richard Jolley motioned to tentatively adopt the 2025 tentative budget as presented

John Laursen seconded the motion

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

Director Report – Alicen Hatch

Contracting with Medicare Advantage Plans

- The care center is in the process of contracting with various Medicare Advantage plans, including Select Health, United Healthcare and Aetna.
- Select Health pays the Medicare rate at 100%, and there are considerations for contracting with Aetna based on their payment levels.
- Aetna is a significant provider, and we turn away more people on Aetna than any other plan.
- Medicare Advantage plans require extensive paperwork and pre-authorization processes.
- We are working to improve relationships with hospitals by ensuring they can accept more patients under these plans.

Anticipated Changes and Challenges

- Changes in CMS regulations are coming, with a 902-page document outlining new survey changes and regulations.
- The organization is preparing for potential changes in federal minimum staffing requirements.

Customer Satisfaction and Feedback

- The care center receives positive feedback from a third-party company, Pinnacle, which surveys patients and families.

- Feedback highlights the compassionate care provided, though there are occasional issues such as lost or bleached clothing.
- The care center is noted for being short-staffed, particularly with nursing aides.
- The care center maintains a strong reputation for quality care, with many returning patients.
- Monthly feedback reports will be shared with the board to keep them informed of patient experiences.

Medical Director Transition

- Dr. Woodward will be leaving his practice but will continue as the medical director for the care center.
- He plans to spend more time in Provo but will maintain his residence locally.

Investment Account Transition

- The care centers investment account has transitioned to Raymond James Client Services.
- The decision was made by the County's Treasurer, details will be provided in future meetings.

PTIF Account

- In October, $81,000 was brought in but nothing was transferred to the PTIF account, which is crucial for operations at the care center.
- **Action**: John will investigate the issue with Wendi, the Treasurer, to understand why the transfer did not occur.

Mineral Lease Allocation

- The mineral lease allocation has been sent out for informational purposes.

Nursing Enrollment

- Enrollment in the nursing program is steady throughout Utah but not sufficient to meet the demand from the aging baby boomer population.
- The nursing sector is experiencing a shortage of staff.

Facility Renovations for the Care Center

- **West Nurses Station**:
  Maintenance is replacing drawers and countertops as part of ongoing improvements initiated from suggestion box feedback and involves significant DIY efforts to reduce costs.
- Cabinets and countertops are being built in-house, saving costs compared to outsourcing.
- Using Corian-type solid surface for countertops and luxury vinyl plank (LVP) for flooring.
- Flooring replacement scheduled for December 23rd.
- Transition all rooms and hallways to the new flooring over three years, using Shaw products for durability.
- The maintenance department has a unique blend of skills among staff, including cabinet making and 3D printing for light fixture parts.
- Emphasis on doing projects in-house to save costs and improve efficiency.

Director of Nursing Report – Jamie Walker

- Providing jackets with logos for staff as a form of free advertising and team identity.
- Jackets suitable for both work and casual wear, without hoodies.

Golden Age Center Report – Windy Barton

Thanksgiving Meal

- High turnout with overflow into the craft room; staff and volunteers, including students, contributed significantly.
- Positive energy and teamwork noted during the event.

Veterans Administration Support

- Monthly visits by a VA representative to assist seniors with services.

New Truck and Meal Delivery

- New truck equipped to maintain meal temperatures without excessive idling.
- Restructuring meals to reduce idling time, cost savings, and earlier meal delivery to seniors.
- Not replacing existing trucks but enhancing meal delivery efficiency.
- Garage modifications to preheat the truck, reducing idling time.
- Staggered meal delivery times to improve service efficiency.

Sub for Seniors

- December 19th
- Community outreach to deliver packages to seniors.

Public Input – none

Adjournment

Richard Jolley motioned to adjourn the November meeting
John Laursen seconded the motion
Richard Jolley – Aye, Terri Rimer – Aye, Robin O'Driscoll – Aye, John Laursen - Aye and Robert Hall – Aye