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**SAN JUAN HEALTH SERVICE DISTRICT REGULAR BOARD MEETING  
SAN JUAN HEALTH CONFERENCE ROOM MONTICELLO, UT  
SEPTEMBER 19, 2024 6:00 PM**

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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; Skyler Crofts, Deputy Recorder, and others as listed on guest list.

| TOPIC                                             | DISCUSSION                                                                                                                                                                                                                                                                                                                                                                                                       | CONCLUSION                      | ACTION |
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| <b>Board Meeting Called to Order:</b>             | Allen called the regular meeting to order at 6:07 p.m.                                                                                                                                                                                                                                                                                                                                                           | Virtual: N/A<br><br>Absent: N/A |        |
| <b>Board Minutes Approval:</b><br>August 15, 2024 | August 15, 2024 board minutes were reviewed                                                                                                                                                                                                                                                                                                                                                                      | Minutes will stand as written   |        |
| <b>Public Comment:</b>                            | N/A                                                                                                                                                                                                                                                                                                                                                                                                              |                                 |        |
| <b>Celebrations:</b>                              | Farley Crofts shared that Renee Johnson is receiving an award given by the Utah Department of Rural Health. It is an Impact Award for those that make a big difference in rural medicine. She was nominated twice for the award without her knowledge by some co-workers. She will be given the award on Wednesday via a virtual ceremony.<br><br>Doug Christensen shared that a family member suffered a broken |                                 |        |

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|                                                                    | <p>femur, and she was able to have surgery in our facility. She received excellent care, and was very appreciative that they could have the procedure performed locally.</p> <p>Allen Barry shared that we have signed a new General Surgeon. The agreement has an initial period of 2 years, but we hope that it will turn into something much longer. His first official day will be January 6, 2025.</p> <p>Ashley Reynolds shared that a surgery staff member mentioned how appreciative they are to have Suzie Morrison as the department lead in Surgery. It has been nice to see positive changes in the department.</p> |  |                                        |
| <b>Vision &amp; Values</b>                                         | Doug Christensen read the Vision Statement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |                                        |
| <b>Old/New Business:</b><br>1. Replacement Hospital Groundbreaking | October 10 <sup>th</sup> <ul style="list-style-type: none"> <li>- We will hold a brief ceremony and luncheon to help celebrate the moment</li> <li>- This is being held on a Med Staff day, so we can have providers attend, and clinic staffers</li> </ul>                                                                                                                                                                                                                                                                                                                                                                     |  | Motion:<br>Second:<br>Motion Unanimous |

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| <p>2. Mass Excavation Bid Package</p> | <ul style="list-style-type: none"> <li>- We will invite those that have played a role in helping with funding and moving the project forward to attend</li> <li>- This will not be open to the public, as this will only be kicking off the mass excavation, with construction beginning in the spring</li> <li>- A more public facing celebration will be had when the hospital is ready to be opened</li> <li>- We would anticipate having a short program (30-60 minutes) – Any Board Members are welcome to say a few words</li> <li>- The Admin Team will provide a proposed schedule for the event for the Board to review</li> </ul> <p>Excavation Project</p> <ul style="list-style-type: none"> <li>- A package has been put together that we will put out for advertising starting tomorrow hopefully</li> <li>- The project will start as soon as possible, and will conclude by December 1<sup>st</sup></li> </ul> <p>Proposed Work</p> |  |  |
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|  | <ul style="list-style-type: none"> <li>- Perform approximately 90% of the earthwork associated with the project</li> <li>- No structural fill, utilities, under-pavement, under building work will be performed</li> <li>- This will strip topsoil from the project site, and cut and fill the site in accordance with the grading plan</li> <li>- Some material may be moved to the landfill</li> <li>- Any debris from the site will also be removed</li> <li>- This work will prepare us for the foundation and footers work that will take place in the Spring</li> </ul> <p>Annexation</p> <ul style="list-style-type: none"> <li>- We have been working with the City of Monticello for about a year with the intent of having our new property annexed into the city</li> <li>- The City of Monticello has let us know that they need to make adjustments to their annexation policies before they can officially annex our property</li> <li>- In light of this delay, we will enter into an inter-local</li> </ul> |  |  |
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|  | <p>agreement with the City of Monticello, and potentially the County</p> <ul style="list-style-type: none"> <li>- This agreement will outline that we will extend the City infrastructure to our site, and they will provide water and sewer services will be provided as if we were within city limits</li> <li>- We would anticipate still eventually being annexed, but this agreement protects our utility services in the event that annexation does not occur</li> <li>- We would have to build the new facility under County jurisdiction and guidelines until annexation can occur</li> <li>- Holland &amp; Hart is currently working on this proposed agreement</li> <li>- City officials have been very willing to work with us, but official annexation will not happen right away</li> </ul> <p>Conflicts of Interest</p> <ul style="list-style-type: none"> <li>- Allen Barry</li> </ul> |                                                                                                                                                                                                                        |  |
|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <ul style="list-style-type: none"> <li>- Allen works for Mountainland Supply (supplier of plumbing, utilities, waterwork, irrigation, and HVAC supplies)</li> <li>- Allen is a salesperson for this company</li> </ul> |  |

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| <p>3. Open &amp; Public Meetings Act Training</p> | <ul style="list-style-type: none"> <li>- Paul Sonderegger</li> </ul> <p>Training</p> <ul style="list-style-type: none"> <li>- This is required for all Board Members annually</li> <li>- If additional information or training is desired, there are resources available through the State of Utah website</li> </ul> <p>Open &amp; Public Meetings</p> <ul style="list-style-type: none"> <li>- Because we are a public entity, our board meetings are open to the public</li> </ul> | <ul style="list-style-type: none"> <li>- This company may supply products or supplies for future projects for San Juan Health</li> <li>- Paul is the owner of Sonderegger Inc, which provides excavation civil work, concrete, and construction work</li> <li>- Sonderegger Inc does plan to bid on work associated with the new hospital project</li> </ul><br><ul style="list-style-type: none"> <li>- A schedule of all regular board meetings must be published annually</li> <li>- An agenda for each meeting must be made available at least 24 hours in advance of each meeting</li> <li>- Public attending an open meeting may be allowed to speak as part of the meeting at the discretion of the Board, but it is not required that the public be allowed to speak</li> </ul> |  |
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|  | <p>Agendas</p> <ul style="list-style-type: none"> <li>- The Board can only consider items that have been listed on the agenda</li> <li>- No formal action can be taken on an item that was not listed on an agenda</li> <li>- A member of the public can raise an item not listed on an agenda, but not final action can be taken on that item</li> <li>- A quorum is needed to take action on any item listed on the agenda</li> </ul> <p>Closed Sessions</p> <ul style="list-style-type: none"> <li>- The Board always has the option to have a closed session as part of a board meeting</li> </ul> | <ul style="list-style-type: none"> <li>- A majority must vote to go into closed session</li> <li>- A roll call vote is part of this requirement</li> <li>- A legal purpose for the transition to a closed session must be stated before the transition can be made</li> <li>- The reason for going into a closed session will dictate whether or not minutes and/or a recording of the closed session will be created – if the reason is for character, professional competence, or physical or mental health of an individual the session does not need to be recorded and no minutes are kept</li> </ul> |  |
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| <p>4. Conflict of Interest Policies &amp; Statements</p> | <p>Electronic Meetings</p> <ul style="list-style-type: none"> <li>- The Board is allowed to hold meetings electronically, but provisions still need to be made to allow for public participation</li> </ul> <p>Training Acceptance</p> <ul style="list-style-type: none"> <li>- The Board Chair, Allen Barry, has accepted the training as sufficient for all in attendance</li> </ul> <p>Avoiding Conflicts</p> <ul style="list-style-type: none"> <li>- As an organization we want to ensure that we can bring in top talent to serve on our Board</li> <li>- To help remove potential barriers, we do not want to create a situation where a board member, or potential board member, feels they cannot serve because it would eliminate opportunities outside of their Board duties and responsibilities</li> </ul> | <ul style="list-style-type: none"> <li>- No formal action can be taken in a closed session – formal action can only be taken in an open meeting where notice of that item has been provided previously</li> <li>- In most cases, an anchor location must be provided for any public that wish to participate</li> </ul> |  |
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|  | <ul style="list-style-type: none"> <li>- In other words, we wouldn't want to have a small business owner have to sacrifice any opportunity to do business with the organization</li> <li>- To avoid this, we want to make sure that there are processes in place for transparency and navigating any potential conflicts of interest</li> </ul> <p>Board Bylaws</p> <ul style="list-style-type: none"> <li>- The bylaws for the Board have an entire section devoted to conflicts of interest</li> <li>- We just had our legal counsel review this section to ensure that it is appropriate to help guide our board members</li> <li>- The bylaws direct that any conflict be clearly declared, and that the board member recuses themselves from voting on any motions linked to the associated conflict – They also direct that any board member with a conflict does not try to influence discussions linked to the conflict</li> <li>- Being transparent and following processes are critical</li> </ul> |  |  |
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|                                                        | <p>Updated Conflict of Interest Statement</p> <ul style="list-style-type: none"> <li>- After reviewing the bylaws, legal counsel also reviewed our existing annual conflict of interest statement that are signed by board members each year</li> <li>- Some changes were made to help make declarations about any potential conflicts, and to get them documented</li> <li>- We would like the Board Members to review and approve the updated form, and if approved, complete the updated form</li> </ul> | <p>Motion made to adopt the San Juan Health Service District Governing Body Conflict of Interest Policy Annual Acknowledgement &amp; Affirmation as written.</p> | <p>Motion: Steve S<br/>Second: Steph W<br/>Motion Unanimous</p> |
| <p><b>Financial/Statistical:</b><br/>1. CFO Report</p> | <p>Financials:</p> <p>Revenues:</p> <ul style="list-style-type: none"> <li>- September is traditionally a slower revenue month for our organization</li> <li>- Projects to end up with around \$2.1M for the month</li> <li>- Our 2024 average so far has been \$2.845M per month</li> <li>- To help keep a positive perspective, we only had \$1,019,000 in revenue for the month of September in 2016</li> </ul>                                                                                          |                                                                                                                                                                  |                                                                 |

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|  | <ul style="list-style-type: none"> <li>- Lab &amp; Radiology are continuing to see elevated revenues</li> <li>- SJCB is seeing external referrals because we offer additional services that are not offered at other Blanding clinics</li> </ul> <p>Areas of Opportunity:</p> <ul style="list-style-type: none"> <li>- SVC still has potential for continued growth</li> <li>- Inpatient services, while on the decline, are still an area that could be a source of increased revenues</li> <li>- Endocrinology is another service that we are looking to expand into through our partnership with Intermountain</li> <li>- The OBGYN program is an area that has a lot of room for growth</li> </ul> <p>Bank Balances:</p> <ul style="list-style-type: none"> <li>- There was a decrease compared to the prior month</li> <li>- There was a 3<sup>rd</sup> payroll for the month of August, and we had a Medicare payment for \$133K</li> <li>- We will put the \$12.5M in grant funding into our PTIF account</li> </ul> |  |  |
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|  | <p>when it arrives so we can earn interest on those funds as well</p> <p>Project Funding:</p> <ul style="list-style-type: none"> <li>- The grant funding from the State (\$12.5M) should be arriving any day now</li> <li>- We are still waiting for an application from the State so that we can initiate the process to receive the loan funding (\$17.5M)</li> <li>- A summary of the revenue received, interest earned, and expenses made toward the project is available in the packet</li> </ul> <p>Other:</p> <p>Flu Shot Clinics</p> <ul style="list-style-type: none"> <li>- We are in the process of scheduling these events with the County and Senior Centers</li> <li>- We currently have events scheduled in Bluff and Blanding</li> <li>- We anticipate having events in Monticello, Spanish Valley, and La Sal</li> <li>- Flu shots will be available at the next Board Meeting for any</li> </ul> |  |  |
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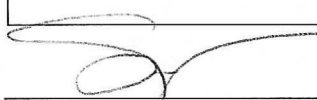
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|                                                                              | board members that would like one                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |  |
| 2. Capital Equipment Budget Update                                           | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |
| 3. Expenditure Review and Approval                                           | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |
| <b>Goals:</b><br>1. Review Goals and Progress                                | Will be reviewed in October                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |  |
| <b>Administrative Report:</b><br>1. Staffing Update<br><br>2. CEO/CNO Report | <p>Summary provided in the Board Packet:</p> <p>CNO:</p> <p>COVID/Infection Control Update:</p> <ul style="list-style-type: none"> <li>- Seeing an uptick in COVID cases (5 total), but they have been mild enough to not need hospitalization</li> <li>- Have already seen 1 flu case</li> <li>- No RSV cases, these tend to be seen in late winter</li> </ul> <p>Clinical Trends:</p> <ul style="list-style-type: none"> <li>- 9 OB patients in August</li> <li>- 134 ER visits for the month of August</li> </ul> |  |  |

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|  | <ul style="list-style-type: none"> <li>- 7 total transfers – 1 of these was due to not have a general surgeon on site</li> </ul> <p>Surgery:</p> <ul style="list-style-type: none"> <li>- 12 orthopedic cases</li> <li>- 4 general surgery cases</li> <li>- 17 endoscope procedures</li> <li>- 1 ENT procedure</li> </ul> <p>Tele-Oncology</p> <p>Tele-Cardiology</p> <p>GYN Surgeon</p> <p>Nursing Pipeline</p> <ul style="list-style-type: none"> <li>- We have been hiring at least 1 new nurse each year to try and keep our staffing at sufficient levels</li> <li>- We do have one nurse that will be retiring near the end of the year</li> <li>- It takes a long time to get out nurses trained in everything because of the low volume of some types of cases that are seen in our facilities</li> <li>- We make a lot of effort to retain good talent, and train up our younger staff</li> </ul> <p>InterQual Report</p> |  |  |
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|                                                          | <ul style="list-style-type: none"> <li>- The numbers were lower this month, and this is due in part to the low number of admissions that qualified for this reporting</li> <li>- Anticipate that this will go back up next month</li> </ul> <p>CEO: N/A</p>                                                                                                                                                                                                                                                    |  |  |
| <b>Sub-Committee Reports:</b><br>1. Medical Staff Report | <p>Summary provided in the Board Packet:</p> <p>CMO Position</p> <ul style="list-style-type: none"> <li>- In light of Dr Doel leaving a change was needed</li> <li>- Dr Wigant will be the interim Chair with Dr Nichols serving as Vice Chair</li> <li>- Elections will still be held at the start of the new year to determine who will fill these roles moving forward</li> </ul> <p>Vaccines</p> <ul style="list-style-type: none"> <li>- Availability of Flu &amp; RSV vaccines were discussed</li> </ul> |  |  |

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| 2. Credentialing       | 1. Individuals for credentialing:                                                                                                                            | Motion made to accept the Medical Staff's recommendation to credential the following:<br><br>N/A                                                                                   | Motion:<br>Second:<br>Motion Unanimous                |
|                        | 2. Individuals for credentialing:                                                                                                                            | Motion made to accept the Medical Staff's recommendation to re-credential the following:<br><br>Kade Lyman, MD<br>Michael Nielson, DO<br>Glenn Robertson, MD<br>Nirmal Sunkara, MD | Motion: Paul S<br>Second: Steve S<br>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:<br><br>Tele-Critical Care<br>Tele-Oncology<br>Tele-Stroke | Motion: Paul S<br>Second: Casey V<br>Motion Unanimous |
| 3. Audit Sub-Committee | 09/19/2024<br>- Paul Sonderegger and Casey Veach met with Farley Crofts & Skyler Crofts to review finances<br>- The reports reviewed appeared to be in order |                                                                                                                                                                                    |                                                       |

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| <b>Policy Review &amp; Approval</b><br>1. New Policies<br>2. Existing Policies |                                                      | Motion made to approve the new, revised and unchanged policies as listed in the Board Packet. | Motion: Paul S<br>Second: Casey V<br>Motion Unanimous |
| <b>Other Business</b><br>1. Next Meeting Date<br>2. Medical Staff Meeting      | October 17, 2024 in Blanding<br><br>October 10, 2024 |                                                                                               |                                                       |
| <b>Adjournment:</b>                                                            |                                                      | Meeting adjourned at 7:59 p.m.                                                                | Motion: Doug C<br>Second: Steve S<br>Motion Unanimous |

  
~~Allen Barry, Chairman~~

Steve Simpson

Date

10-17-2024