

# San Juan Health Service District Board Meeting Minutes

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Date: October 16, 2025

Location: San Juan Health Service District Board Room / New Hospital Construction Site / Remote Access

Attendees: Allen Barry, Doug Christensen, Steve Simpson, Steph Williams (remote), Clayton Holt, Ashley Reynolds, Jimmy Johnson, Farley Crofts, Nick Fox, and Dr. Jeanne Wigant (remote), and Skyler Crofts.

Absent: Casey Veach, Paul Sonderegger

## Opening of Regular Meeting

### 1. Call to Order

Allen Barry called the meeting to order and noted that a quorum was present. The Board recessed to conduct a tour of the new hospital construction site. No action was taken during the tour. The Board reconvened in open session at 6:57 PM.

The August 21, 2025 meeting minutes were reviewed and approved as written.

### 2. Celebrations

- Night-shift nursing coverage has improved significantly; the inpatient unit is now fully staffed on nights with permanent staff and travelers, allowing for better training and schedule stability.
- Board members and administration celebrated the progress on the new hospital and noted that, in a national environment where small rural hospitals are often closing, being able to build a new critical access hospital is a major win for the community.
- Dr. Jeanne Wigant was recognized for receiving a state-level “Rural Provider of the Year” award; arrangements were discussed for accepting the award on her behalf at the upcoming Utah Rural Health Association meeting.

### 3. Vision Statement

- Allen Barry read the District's vision statement.

## Old/New Business

### 1. Hospital Construction Update (Clayton Holt)

- Clayton provided an update on the new hospital project. The structure is progressing well; roofing and exterior work are moving toward "dried-in" status before winter so that interior work can proceed. Mechanical, electrical, and plumbing rough-in and interior framing are ongoing.
- The team is actively working through equipment planning for imaging, surgery, and sterile processing to align new equipment purchases with the overall project budget and future service needs (including replacement of aging imaging and sterilizer equipment).
- Change orders to date have largely been favorable or neutral; the overall project cost remains below the original contract value.
- A campus master-planning effort is underway to determine the best long-term use of the existing hospital site once the new facility is complete, including questions of demolition vs. remodel and interim uses such as overflow parking.
- The current schedule anticipates opening the new facility around late 2026 / early 2027 (discussion referenced a ribbon-cutting around January 2027).
- Discussion also touched on state Rural Health Transformation Fund concepts and the likelihood that some remodel/demolition work on the existing campus may depend on these funds and other external financing.

## Goals

### 1. Goals (Jimmy Johnson)

- Jimmy briefly reviewed key operational and financial indicators.

Patient Satisfaction / PRC Scores

- ED patient-experience scores are just below the District’s aggressive “top-box” goal but remain strong; 84.6% of ED respondents rate their care in the top two boxes, which places SJH near the 90th percentile in the PRC database.
- Clinic top-two-box scores are very high (e.g., Blanding Clinic ~99%, Monticello Clinic ~97%, Spanish Valley Clinic ~95%), reflecting strong outpatient experiences across sites.

#### Billings & Collections

- Average monthly billings have significantly exceeded the 2025 goal of \$2.94M and are now just under \$3.3M per month, compared to about \$1.0M per month in 2016.
- Cash collections are above the monthly goal (goal just under \$2M per month, supporting strong cash flow).
- The Board discussed how to interpret goal performance, noting that some measures are intentionally set at “stretch” levels and that deeper data review shows overall positive trends.

## 2. 2026 Preliminary Budget Preview (Farley Crofts)

- Farley reviewed a preliminary FY2026 budget worksheet comparing: (1) 2024 actuals, (2) original 2025 budget, (3) projected 2025 actuals, and (4) proposed 2026 budget.
- Salary & Wages: Salaries represent the District’s largest expense and have increased with added providers and services (e.g., emergency coverage, general surgery, and other clinical expansions).
- The proposed budget includes a 3% COLA, estimated at roughly \$390,000 in added cost across the organization.
- The Board discussed the importance of remaining competitive for recruitment and retention while balancing long-term sustainability.
- Employee Benefits: Health insurance renewal came in significantly higher than prior years; benefit costs will increase more than typical and require plan design changes.
- Administration is exploring a leaner HSA-qualified high-deductible plan to better manage premium costs while still supporting staff.
- Revenue & Charges: A charge master increase in the 3–4% range is anticipated; leaders noted the difficulty of raising prices in a rural market and the need to remain sensitive to patient affordability.
- The DAWN grant and certain other grant revenues are winding down, which will reduce non-operating revenue going forward.

- Interest income from construction funds has been strong in the current year but will decline as those funds are spent on the project.
- The preliminary budget is being constructed conservatively with a goal of staying within the authorized appropriation and avoiding overspending.
- The Board discussed the broader rural grant environment and noted that many federal/state grant lines have been reduced or eliminated, with the Rural Health Transformation Fund and similar mechanisms now acting as primary rural investment tools.

## Administrative Report

### 1. CNO Report (Ashley Reynolds)

#### Sexual Assault Nurse Examiner (SANE) Program

- SJH has fully implemented a Sexual Assault Nurse Examiner (SANE) program.
- Two specially trained nurses are now available to conduct sexual assault exams, evidence collection, and coordination with law enforcement and victim-support resources.
- The program has built strong relationships with shelters in Moab and in the southern part of the county; SJH SANE nurses can also support neighboring facilities such as Blue Mountain Hospital when needed.

#### Respiratory Illness / Infectious Disease

- September saw a noticeable uptick in COVID-19 cases, with several patients treated in the ED and some admitted or transferred.
- COVID activity has remained steady so far in October.
- COVID vaccinations are available at the facility; flu vaccine supply was not yet fully in place at the time of the meeting, and RSV activity has started earlier than usual in the region.

#### Surgery & General Clinical Volumes

- General surgery volumes remain strong, with Dr. Salim performing numerous endoscopies and increasingly complex hernia repairs (including revision cases and multi-site “complicated” hernias that might previously have been referred out).
- OB volumes remain high, with a notable number of C-sections over the past several weeks.

## HIPAA Board Training

- Ashley led the Board's annual HIPAA training, reviewing HIPAA as a federal privacy and security law, the roles of the Privacy Officer and Security Officer, policies, disciplinary tiers, and business associate agreements, the process for investigating suspected HIPAA breaches (including chart-access audits and intent considerations), and the standard to which Board members are held regarding patient confidentiality, even when they are in the facility as patients or visitors.
- Ashley reported that there have been no HIPAA complaints involving Board members to date.

## Board Appointments & Term Limits

- Clayton led a discussion on Board appointments and term limits.
- A term-tracking sheet maintained by Skyler was distributed. The Board noted that four Board members have terms expiring in December 2026; one Board member's term expired in the prior month; and Doug Christensen's current term runs through July 2028.
- The District still has one open at-large Board position, providing flexibility in recruiting a seventh member.
- Historical term-limit rules (initial four-term limit, later expanded to five) were reviewed. The Board discussed the possibility of seeking approval for a sixth term for willing members, pending County Commission approval.
- The Board agreed to begin conversations with Casey to assess his interest in reappointment and, if he is willing, to request reappointment from the County Commission, and to start broader recruitment planning for future vacancies and the open at-large seat.

## Sub-Committee Reports

### 1. Medical Staff Report (Dr. Jeanne Wigant)

- Dr. Wigant presented the Medical Staff report and highlighted several items.
- She shared a follow-up on a high-risk OB/NICU case from earlier in the year involving twins and complex fetal anomalies. The NICU team flew in to attend the delivery at SJH, allowing the mother to deliver locally while the more complex infant was transferred for specialty care. This was noted as a major clinical win and a strong example of coordinated high-risk OB care in a rural setting.

- OB volumes remain very strong; there have been a large number of C-sections in recent weeks, keeping the OR and OB teams busy.
- Two new providers joined the medical staff this month: Lauren Wells, PA – new graduate PA with a structured onboarding and preceptor sign-off plan, and Karaleen Anderson, MD – joining as a new physician.
- Dr. Wigant outlined a planned overhaul of the credentialing and onboarding process to align with current best-practice training and accreditation standards, treating PAs and physicians with parallel rigor in training documentation and competency sign-off.

## **Credentialing**

### **1. New Credentialing**

Motion: Steve Simpson made a motion was made and seconded to accept the Medical Staff's recommendation to credential Karaleen Anderson, MD.

Second: Doug Christensen  
Motion Passed: Unanimously

### **2. Delegated Credentialing – Schedule C-1 Updates**

Motion: Steve Simpson made a motion to accept the Medical Staff's recommendation to approve the updated Schedule C-1 for the following services: Tele-Cardiology, Tele-Critical Care, Tele-Oncology, Tele-Stroke, Tele-Pharmacy, and Precision Rehab.

Second: Doug Christensen.  
Motion Passed: Unanimously

## **Policy Review & Approval**

Motion: Steve Simpson made a motion to approve the new, revised, unchanged, and retiring policies as listed in the Board packet.

Second: Doug Christensen.  
Motion Passed: Unanimously

## **Other Business**

### **1. Next Meeting**

- The Board confirmed that there is no regular November Board meeting scheduled.
- The next regular Board meeting and public budget hearing is scheduled for Thursday, December 4, 2025, in Monticello (San Juan Health Service District Board Room).

### Closed Session

Motion: Steve Simpson made a motion to enter closed session at 8:47 PM to discuss the character, professional competence, or physical/mental health of an individual.

Second: Doug Christensen.

Motion Passed: Unanimously

Roll-Call Vote:

Steve Simpson – Aye

Doug Christensen – Aye

Allen Barry – Aye

The Board entered closed session at 8:47 PM.

The Board returned to open session at 9:58 PM.

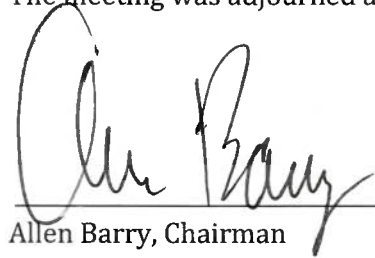
### Adjournment

Motion: Steve Simpson made a motion to adjourn.

Second: Doug Christensen.

Motion Passed: Unanimously

The meeting was adjourned at 9:58 PM

  
Allen Barry, Chairman

12/4/25  
Date