CANYONLANDS HEALTH CARE SPECIAL SERVICE DISTRICT BOARD MEETING
EMS Building 520 E 100 N, Moab, UT 84532, Online through Zoom
• Thursday August 13th, 2026 at 5:30 p.m.

PRESENT: Dan Cook (President), Tawny Knuteson-Boyd (Vice-Chair), Ken Ballantyne (Treasurer), Joette Langianese, Melodie McCandless, Camille Peters, Debbie Testa (Clerk), Kimra Berrelez, Colette Lyman, Pam Stark (CCC), Brett Ottley, Jason Gatherum (Maple Dell), Nathan Bronemann (Seasons), Jennifer Sadoff (MRH) Seth Olson (Kirton & McConkie), Beth Logan, ELEV8: Steve Simmons, Perry Martin, Michael Conroe; Sage Age: Malissa Illiano, RKL: Ashley Lacis, Focus Engineering: Park Sorenson
ABSENT: Karen Feary

I. Called to order at 5:31 PM

II. Public Comment (10 min)
None received

III. MAPS Campus Master Plan (*30 min)*
   a. Introduction of Consulting Firm for MAPS Campus Master Plan
   The ELEV8 team introduced themselves: Michael Conroe, founder/owner; Steve Simmons, project manager and main lead/point of contact; Perry Martin, project manager supporting Simmons in the SLC office; Melissa Illiano from Sage Age, who outlined her role in conducting a feasibility analysis and a community needs assessment; and Park Sorenson from Focus Engineering and Ashley Lacis from RKL, who is conducting the project's financial feasibility analysis. The group discussed communication protocols and next steps, including reviewing a draft contract, with an emphasis on establishing efficient collaboration processes moving forward.
   b. Discussion and Consideration of approval of the Elev8 Master Plan Consulting Contract for the MAPS Campus and appointment of Board Member(s) as a Point of Contact (Action Item)
   Langianese and Cook volunteered to serve as the CHCSSD's main points of contact and to cc the CHCSSD clerk, Testa, on correspondence. The contract is not yet finalized, and the board discussed granting Langianese and Cook authority to work with CHCSSD attorneys. Sorenson recommended a boundary survey, and Langianese noted that there probably already is one. The project is scheduled to start in early October, pending finalization of the contract.

Motion to approve a contract with ELEV8 consulting firm for the MAPS Campus pending legal review that Langianese and Cook will finalize and appointing Langianese and Cook as the points of contact for the project, made by Langianese, seconded by McCandless. Cook, Knuteson-Boyd, Langianese, Peters, Ballantyne, and McCandless approved the Motion. The motion passed unanimously.

IV. Approval of June 11, 2026 & July 9, 2026 Meeting Minutes *(5 min)* (Action Item)
Motion to approve the June 11, 2026 and July 9, 2026, minutes as presented made by Langianese, seconded by McCandless. Cook, Knuteson-Boyd, Ballantyne, Langianese, Peters and McCandless approved the Motion. The motion passed unanimously.

V. Financials *(15 min)*
   a. CHCSSD Financials – Ken/Kimra
      1. Review of the Budget vs Actuals June/July
      Berrelez reported June revenue of $204K, $30K over budget; total expenditures of $96K; and net income of $108K. Berrelez noted she would research the $50K figure in the budget, which was most likely for the CCC. July had a $133K sales tax accrual; total income was $137K, $30K

under budget; total expenditures were $179K; and net income was -$42K due to an unbudgeted UPL transfer of $83K. Legal services expenses were significantly over budget at $46K year-to-date.

2. Review of the Fund Balances
   $1,315,876 General Fund, $347,985 Capital Projects Fund, $3,127 Debt Service Fund, $18,577 Wells Fargo Checking balances are as of July 31, 2026
3. Approval of July/August 2026 Bills (Action item)

Motion to ratify the July 2026 bills in the amount $100,742.50 and approve the August 2026 Bills in the amount of $189,284.07 made by McCandless, seconded by Peters. Cook, Knuteson-Boyd, Ballantyne, Langianese, Peters and McCandless approved the Motion. The motion passed unanimously.

VI. Reports/Presentations *(20 min)*

a. Maple Dell and Seasons Reports (Q2)

1. Administrators Report – Nathan/Todd/Jason
   Bronemann reported Q2 Seasons total revenues were $29K under budget, expenses were $33K over budget, census averaged 45.3, profit was $52K, and YTD profit was $29K.

   Gatherum provided an update on the transfer to Beaver Valley. They are working with their legal counsel and aim for an effective date of Sept 1, 2026. Ottley provided a facility update for Maple Dell. Their census is 54, with a new administrator and a lower agency. Revenues are increasing, expenses are decreasing, and 5-star quality measures are in the survey window, with results expected in the next couple of weeks.

b. Care Center Administrator's Report – Colette

1. Administrator's Report
   Lyman introduced Pam Stark as the new business office manager, who started on Monday and brings QuickBooks experience and local knowledge of residents' concerns. Berrelez is assisting with essential accounting functions. They are in the survey window. The census is 32. 3 residents passed recently, and there are 3 workers' comp claims YTD. The facility is back to a 5-star rating. Staffing needs are 3 nurses and 4 CNAs, with 7 staff members going back to school. Overtime will likely increase because of this, and they will avoid using agencies.
2. Quality Assurance Report
   They are flagging in 2 areas, falls and weight loss. As for the UPL qualification, they qualify in 7 of the 9 areas where they are below the national average. To qualify for UPL, the facility must meet 6 out of 9 metrics. They are back to 5 Stars.

c. Canyonlands Care Center Financials – Colette/Kimra

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

Motion to ratify the May 2026 bills in the amount of $469,147.02 and June 2026 Bills in the amount of $392,266.36 made by Langianese, seconded by McCandless. Cook, Knuteson-Boyd, Ballantyne, Langianese, Peters and McCandless approved the Motion. The motion passed unanimously

2. Review of the Budget vs Actuals – May/June
   Lyman presented a revised budget format showing year-to-date totals and variances. She explained that revenue is under budget due to a low census, but expenses are being carefully managed. She reported that wages are under budget by $6K despite overtime, and discussed progress on Medicaid billing, noting that she has learned the system and will train Stark next week to help catch up on claims.
3. Other Considerations

VII. New Business/Discussion/Action Items (*20 min)*

a. FireBREAK Fuel Reduction Project
The group discussed the FireBREAK fuel reduction project. FireBREAK representatives noted potential dumping issues and recommended installing no-dumping signs or trail cameras. Sadoff offered to meet with Cook and her team to identify the best locations for signs and for potential camera placement. They agreed to explore options for both signs and wireless cameras that could be mounted on poles.

b. Discussion and Review of CHCSSD Policies & Procedures Manual (tabled)
The discussion of the policy procedures manual was tabled for the next meeting, with Testa working to finalize public comment policies, an open meetings policy, and a personnel policy for the October board meeting.

c. Discussion and Consideration to Approve the CHCSSD 10 & 5-year Business Plan to Submit and Present to the County Commission (Action Item)
The CCC expansion is on hold until the current bond is paid off. McCandless reported no issues with the plan. The county will request information from eligible entities regarding the health care tax funding request. The CHCSSD has an agreement with EMS and the Moab Fire Department regarding sales tax disbursement. Cook noted that he would reach out to EMS and Moab Valley Fire to confirm the budgeting plan. The Sept. 15 County Commission meeting will include the presentations.

Motion to approve the CHCSSD 10- and 5-year Business Plan to submit and present to the County Commission was made by Langianese, seconded by Ballantyne. Cook, Knuteson-Boyd, Langianese, Ballantyne, Peters and McCandless approved the Motion. The motion passed unanimously.

d. Discussion on CHCSSD Board Vacancies
Cook announced that his position on the board may become available at the end of the year, prompting the need to begin advertising for a replacement and to conduct interviews in October or November, with a potential new member starting in January.

VIII. Other Considerations *(5 min)*
McCandless forwarded a grant request from a community member for citizen training and workforce services for in-home care through the company Critical Nurse Staffing.

IX. Closed Session for Pending or Reasonably Imminent Litigation (*10 min)*

Motion to enter closed session for Reasonably Imminent and/or Pending Litigation made by McCandless, seconded by Langianese. Cook, Knuteson-Boyd, Langianese, Peters, Ballantyne and McCandless approved the Motion. The motion passed unanimously.

Motion to come out of closed session made by McCandless, seconded by Langianese. Cook, Knuteson-Boyd, Langianese, Peters, Ballantyne, McCandless approved the Motion. The motion passed unanimously.

Motion to adjourn made by McCandless, seconded by Langianese. Cook, Knuteson-Boyd, Langianese, Peters, Ballantyne and McCandless approved the Motion. The motion passed unanimously.

X. Adjourned at 7:32 PM