



## CANYONLANDS HEALTH CARE SPECIAL SERVICE DISTRICT BOARD MEETING | Electronic Meeting through Zoom

- Thursday January 12th, 2023 at 5:30 p.m.

**PRESENT:** Joette Langianese, Ken Ballantyne (Treasurer), Paula Martin, Tawny Knuteson-Boyd, Lou Irby, Evan Clapper, Dan Cook, Debbie Testa (Secretary), Colette Lyman, Jillian Fryer (CCC Administration), Ron Kapp, John Bramall (Traditions), Zach Blackham (RMC), Jen Sadoff (MRH), Beth Logan

**ABSENT:** Lindsey Bartosh

I. Called to Order at 5:34 PM

II. Approval of the December 8th Meeting Minutes (5 min)

**Motion to approve the December 8th Meeting Minutes as corrected made by Lou, seconded by Paula. Motion carried for approval 7-0.**

III. Election of District Board Chair, Vice-Chair and New Board Member Introduction (10 min) (Action Item)

**Motion to recommend the appointment of Tawny Knuteson-Boyd as Board Chair and Joette Langianese as Vice-Chair made by Joette, seconded by Evan. Motion carried for approval 7-0.**

IV. Reports/Presentations (50 min)

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

1. Administrators Report

Colette reported they are back in compliance and there has been no further survey activity. Their census is at 32, 1 female bed open and 2 admits. They went back into COVID outbreak status on January 6<sup>th</sup>, one employee tested positive, all residents and remaining staff have tested negative so far. There were 4 minor safety claims with no time lost for 2022. The goals for 2023 are to recruit and retain adequate staff, fall prevention and have QAPI measures under national average since the UPL money will be justified by these metrics mid-year. They are flagging in 3 areas: falls, falls with major injuries and behaviors that affect others due to wandering. There are 6 active performance improvement plans. Staffing needs are 4 full-time CNA's, 1 part-time nurse and 1 housekeeper. The Medicare application has been re-initiated.

2. Quality Assurance Report

Jillian reported 2 residents with significant weight loss (1 desired), 13 skin issues, 8 falls, 1 medication error, 1 resident hospitalized and has since returned. There are 6 residents taking anti-anxiety medications, 3 residents taking anti-psychotics medications, 12 residents taking anti-depressants. One successful dose reduction of an anti-depressant.

b. Canyonlands Care Center Financials – Lindsey

1. Ratify Care Center Bills – December (Action Item)

**Motion to ratify the December 2022 CCC bills as presented made by Ken, seconded by Joette. Motion carried for approval 7-0.**

2. Review of the Budget vs Actuals – December

The variance net income for the YTD 2022 on the CCC Budget vs Actuals financial report needs to be corrected, Colette noted that Lindsey would send out a corrected version of this. They are in the middle of two audits, a cost report audit and workman's compensation audit.

c. Parkway and Seasons Financials/Administrators Report (Feb) – Nathan/Ron/Jason

Ron reported Seasons is at 95% occupancy, no COVID, they are hoping for survey to come in the next month and are fully staffed. Zach reported Parkway needs 1 nurse and 5 CNA's for staffing, their census is at 47 and had 4 admits recently.

There is an owners meeting planned to discuss the status of the HUD application. Two months ago, the status was that everything had been submitted, so now the deal is waiting for HUD to review it.

d. Other Considerations

V. Financials (50 min)

a. CHCSSD Financials – Ken/Sophie

1. Approval of Bills (Action item)

The DSH invoice was received on December 28, 2022. The board noted to discuss how to proceed with the storage unit at the next meeting

**Motion to approve the CHCSSD January bills in the amount of \$501,537.03 made by Joette, seconded by Evan.**

**Motion carried for approval 7-0.**

2. Review of the Budget vs Actuals

The district received a sales tax payment of \$162,595.38. The district received approx.

\$1.8 mil total for sales tax payments in 2022 and posted a net income of \$271,277.59 for 2022.

3. Review of the Fund Balances

\$1,147,033.88 General PTIF Fund, \$96,265.80 Capital PTIF Fund, \$2,369.80 CCC Capital PTIF Fund, \$914,350.63 Debt Service Fund, Wells Fargo Checking \$190,680.35; balances are as of December 31, 2022.

4. Approval and Ratification of the 2021 Financial Audit Documents (Action Item)

**Motion to sign the Gilbert & Stewart Engagement Letter made by Evan, seconded by Joette. Motion carried for approval 7-0.**

**Motion to sign the 2021 Financial Audit Management Rep letter made by Ken, seconded by Lou. Motion carried for approval 7-0.**

5. 2022 Financial Audit

Ken noted to start on the 2022 financial audit in February 2023. The board needs to receive the 2022 Financial Audit Engagement letter from Gilbert & Stewart.

6. Other Considerations

The State of Utah would prefer to do payments via wire for the UPL transfers, Ron will ensure Nathan would discuss this with Kirstin.

VI. New Business/Discussion/Action Items (5 min)

a. Discussion and Consideration of the 2023 CHCSSD meeting location and remote attendance options (Action Item)

**Motion to approve the Grand Center at 182 N 500 W Moab, UT as the 2023 meeting location with a remote Zoom option made by Ken, seconded by Dan. Motion carried for approval 7-0.**

VII. Other Considerations

Joette mentioned she attended a health care assessment planning meeting. One of the priorities that came out of the discussion is housing. She noted the 8-acre CHCSSD property could be used to provide housing for healthcare workers. There is a need for affordable rentals for the healthcare workforce. Jen Sadoff/MRH noted she would be ready to work on this in the next year after other projects she has are completed. We could work with landscape architects for drawings as a starting point. Jen noted she could present on the health care assessment at a future CHCSSD board meeting.

Joette also noted there has been discussion in regards to putting the rural health sales tax increase on the ballot this year. The group discussed if this is the appropriate year for this, as residents are already receiving increases on other taxes. If it fails, the sales tax rate would stay at what it currently is. The initiative needs to

consider who should be included on the ballot and be clear of the split between all of the entities that would receive the funds.

VIII. Closed Session

**Motion to adjourn made by Joette, seconded by Evan. Motion carried for approval 7-0.**

IX. Adjourned at 6:36 PM

DRAFT