

**Minutes for the
January 23th, 2017
Pine Eagle Health Planning Committee
Board Meeting**

The meeting was called to order by Chair Loren Goracke at 6:05 p.m.

In attendance were Loren Goracke, Robyn Vance, Brian Pennock, Linda Bergeron, Pam Hall-Brisk, Eileen Monti, Bill Johnson, Terry Schmoe, Krissy Uehlin, Marsha Wilson, Kayla Young, Khris Lawrence and Darla Hamstreet.

Robyn Vance moved that the minutes of the December 26, 2016 meeting be approved as emailed. Pam Hall-Brisk seconded the motion. The minutes were unanimously approved as emailed.

Under Additions to the Agenda, Krissy Uehlin asked that the email on health benefits for the staff and the fax machine be added.

There was no Correspondence and Public Input.

Terry Schmoe gave the Ambulance Service report. In 2016 the service had 131 calls, 99 on the new ambulance, and 11 Life Flight transfers. They tracked something like 3400 volunteer hours on those runs, with a crew of three on each run. We are getting payment for Life Flight transports if it takes at least .1 of a mile. All certified people have met their training hours requirements. We have \$1000 from Idaho Power and \$5000 from Leo Adler towards the \$28,700 Zoll for the second ambulance. We have the two M-series Zolls and the spare batteries and the battery charger for the M-series, which will have some trade in value. Terry suggested the remainder be made up from the checking account. Loren suggested we wait on a decision until the financials are up to date. There is no heat in the ambulance office or Krissy's office. Loren will talk to Joey Young about the lack of heat and the previous issue with the mice. Snow plowing has decreased the available parking for the ambulance crews. Loren will talk with the Lions' Club if they would again consider letting the snow be put on their property. Terry asked that the policy committee revisit the drug testing policy to change it to random testing, as the third party provision of random selection is only \$100 per month. Our 14 people are included with all the names of WalMart and others.

There was no Mid-level provider's report. Krissy has not heard anything about the foot clinic. If Hospice decides not to partner with us, Gina Kaesemeyer said that she would work with Krissy on it. Rose Darting also wants to be involved. The monthly diabetes meeting is still happening, depending on weather.

The Mid-Level Provider's report was given by Krissy Uehlin. She is waiting for

response from Hospice concerning the foot clinic. If they decide not to partner with us both Gina Kaesemeyer and Rose Darting have volunteered to work with Krissy on it. The monthly diabetes clinic is still occurring; December's was canceled because of weather. Khris Lawrence has volunteered to help the Clinic, but we need to check the Bureau of labor and Industry regulations on what type of volunteer labor we can accept.

The financial section of the Administrator's report was given for Marsha Wilson by Loren. The Clinic has about \$200,000 in the checking account, \$45,000 of that is Vanguard. Donations has about \$31,000. The Building fund has about \$58,000. The Ambulance fund is around \$30,000. Marsha reported that the new printer has been received by Will is working with Centricity to enable Centricity to be able to print to it. Eileen Monti reported that she and William Jackson are working on exporting the data from Centricity so that we still have access to the data but don't need to pay the monthly Centricity fee. Pam and Marsha reported that the W2s have all gone out, the quarterly and end of year taxes have been filed, 1099s have been ordered, and are working on the Sage entries for stale entries on the closing out of 2015. That changes the balances that come forward, so they are working on those to re-balance the accounts brought forward. When that is resolved then all the back financials will be up to date and ready for review.

Under Old Business, Eileen read Krissy's email requesting employee health benefits and reporting an ongoing fax problem. After much discussion the board members agreed to make the decision whether employee benefits can be afforded after a budget is completed. Marsha suggested that someone research whether the medical services provided by the Clinic to employee can count as the person having medical coverage to meet the legal requirements for having medical coverage.

William will determine why the fax is not working in the specific instances. Marsha will call Will tomorrow to get on the fax and will continue to investigate long distance service options.

The next board work session will be totally dedicated to completing the budget and will be at 6:15 p.m. on Monday, February 13.

Bill Johnson reported that he spoke to Ms. Raybell and gave her Marsha's phone number. She is someone who can, for \$75 per hour, review our cost report to see that we are getting the maximum Medicare payment for our services as a frontier clinic. North American says they do bill properly, but we were looking for a disinterested person to review the billings.

Brian Pennock reported that Dr. Smithson will be sending invoices for his

mileage, now that St. Luke's no longer pays him for it. He hasn't responded to whether he is willing to work Fridays, either as an extra day or instead of one of his currently scheduled days. Krissy reported that the Clinic takes students after school, and she'll put that in one of her articles in the paper to be sure parents know. Also, because the labs are closed on the weekend the Clinic can't take blood draws on Friday. The patient will have to return on Monday for the draw.

Loren checked on how often the supervisory physician needs to show up. The Rural Health Clinic book states once every two weeks. Krissy thinks that has been updated since the copy of the RH manual we have.

Bill reported on client surveys. He passed out a sample. The survey, he felt, looked good, but thought it needs a new front page to explain what is the survey's purpose, and that it will be mailed back top as post office box that is accessed only by the board.

Bill ordered three 'EMT' Parking Only' signs.

The next policy committee meeting is Thursday February 2 from 1 to 3 p.m.

Financial committee will run the next work session on Monday February 13, 2017.

Loren added \$3000 to the building budget as the building committee assessed the carpets which are starting to wear.

Under New Business, Eileen discussed Kayla's request for Clinic software on her personal computer. She was reminded that she shouldn't be doing Clinic work at home and no patient information can be made available away from the Clinic. The staff said that APRIMA is only accessible at the building. Kayla said that there was no client information on the computer other than what is in APRIMA.

Bill told that he has replaced the old non-functioning medical computer with a new refrigerator that the staff can use in their storage lunch room.

Items for next agenda will include.

- Budget
- client surveys
- update on Katie Raybell
- employee insurance
- Dr. Smithson billing and work schedule
- Centricity

The February meeting will be on February 27, 2017.

Items to be worked on by board members:

- Robyn will check BOLI to see if there are regulations on Kris Lawrence volunteering.

- Loren will check the Rural Health Clinic website to ensure that our local RHC manual requirement for the overseeing physician to visit every two weeks is current.

The meeting was adjourned at 8:09 p.m.

Email thread for vote on website development and maintenance contract

NOTE: This is a public email vote of the Pine Eagle Health Planning Committee Board of Directors. Please use 'Reply All' in all correspondence relating to this issue. All Board members must vote for an email vote to be valid.

I move that we accept Cindy Thayer's proposal for website development and maintenance for the year.

Is there a second?

From: "Loren Goracke" <lgoracke@pinetel.com>
Subject: Re: Motion on contract for website development and maintenance
Date: January 14, 2017 at 5:32:16 PM PST
To: "Eileen H. Monti" <eileenmonti@pinetel.com>, "Bill Johnson" <bj5005@hotmail.com>, "Pam Hall Brisk" <oaktreeranch@cheerful.com>, "Robyn Vance" <Rvance653@hotmail.com>, "Brian Pennock" <BDPennock1863@gmail.com>, "Linda Bergeron" <lindex@pinetel.com>

i second. loren

From: "Loren Goracke" <lgoracke@pinetel.com>
Subject: Re: Motion on contract for website development and maintenance
Date: January 14, 2017 at 5:33:13 PM PST
To: "Eileen H. Monti" <eileenmonti@pinetel.com>, "Bill Johnson" <bj5005@hotmail.com>, "Pam Hall Brisk" <oaktreeranch@cheerful.com>, "Robyn Vance" <Rvance653@hotmail.com>, "Brian Pennock" <BDPennock1863@gmail.com>, "Linda Bergeron" <lindex@pinetel.com>

i vote yes. loren

From: Pamella Hall-Brisk <oaktreeranch@cheerful.com>

Subject: Re: Motion on contract for website development and maintenance
Date: January 14, 2017 at 6:41:03 PM PST
To: Loren Goracke <lgoracke@pinetel.com>, "Eileen H. Monti"
<eileenmonti@pinetel.com>, William Johnson <bj5005@hotmail.com>, Robyn
Vance <Rvance653@hotmail.com>, Brian Pennock
<BDPennock1863@gmail.com>, Linda Bergeron <lindex@pinetel.com>

I vote yes.
Pam

From: Robyn Vance <rvance653@hotmail.com>
Subject: Re: Motion on contract for website development and maintenance
Date: January 14, 2017 at 6:42:34 PM PST
To: Pamella Hall-Brisk <oaktreeranch@cheerful.com>, Loren Goracke
<lgoracke@pinetel.com>, "Eileen H. Monti" <eileenmonti@pinetel.com>, "William
Johnson" <bj5005@hotmail.com>, Brian Pennock
<bdpennock1863@gmail.com>, "Linda Bergeron" <lindex@pinetel.com>

I vote yes.
Robyn

From: "Linda Bergeron" <lindex@pinetel.com>
Subject: Re: Motion on contract for website development and maintenance
Date: January 14, 2017 at 9:45:18 PM PST
To: "Robyn Vance" <rvance653@hotmail.com>, "Pamella Hall-Brisk"
<oaktreeranch@cheerful.com>, "Loren Goracke" <lgoracke@pinetel.com>,
"Eileen H. Monti" <eileenmonti@pinetel.com>, "William Johnson"
<bj5005@hotmail.com>, "Brian Pennock" <bdpennock1863@gmail.com>

I vote Yes

Linda Bergeron

From: "Eileen H. Monti" <eileenmonti@pinetel.com>
Subject: Re: Motion on contract for website development and maintenance
Date: January 15, 2017 at 12:00:41 AM PST
To: Loren Goracke <lgoracke@pinetel.com>
Cc: Bill Johnson <bj5005@hotmail.com>, Pam Hall Brisk
<oaktreeranch@cheerful.com>, Robyn Vance <Rvance653@hotmail.com>,
Brian Pennock <BDPennock1863@gmail.com>, Linda Bergeron

<lindex@pinetel.com>

I vote yes.

From: William Johnson <bj5005@hotmail.com>
Subject: Re: Motion on contract for website development and maintenance
Date: January 15, 2017 at 8:48:29 PM PST
To: Loren Goracke <lgoracke@pinetel.com>, "Eileen H. Monti" <eileenmonti@pinetel.com>, Pam Hall Brisk <oaktreeranch@cheerful.com>, "Robyn Vance" <Rvance653@hotmail.com>, Brian Pennock <BDPennock1863@gmail.com>, "Linda Bergeron" <lindex@pinetel.com>

I agree.....Bill

From: Brian Pennock <bdpennock1863@gmail.com>
Subject: Re: Motion on contract for website development and maintenance
Date: January 16, 2017 at 8:57:51 AM PST
To: William Johnson <bj5005@hotmail.com>
Cc: Loren Goracke <lgoracke@pinetel.com>, "Eileen H. Monti" <eileenmonti@pinetel.com>, Pam Hall Brisk <oaktreeranch@cheerful.com>, Robyn Vance <Rvance653@hotmail.com>, Linda Bergeron <lindex@pinetel.com>

I vote Aye- Brian

Email thread for vote on providing employee health benefits

From: Pamela Hall-Brisk <oaktreeranch@cheerful.com>
Subject: Motion regarding health insurance for employees
Date: January 25, 2017 at 1:34:47 PM PST
To: Loren Goracke <lgoracke@pinetel.com>, William Johnson <bj5005@hotmail.com>, "Eileen H. Monti" <eileenmonti@pinetel.com>, Robyn Vance <rvance653@hotmail.com>, Brian Pennock <bdpennock1863@gmail.com>, Linda Bergeron <lindex@pinetel.com>

NOTE: This is a public email vote of the Pine Eagle Health Planning Committee Board of Directors. Please use 'Reply All' in all correspondence relating to this issue. All Board members must vote for an email vote to be valid.

I move that the Pine Eagle Health Planning Committee offer group health insurance coverage to the employees and mid-level provider of the Pine Eagle Clinic with the

understanding that if the number of personnel opting for the plan offered is insufficient to qualify as a group for insurance purposes that the offer will be withdrawn and there will be no compensation in lieu of coverage given. If, at any time, the Board of Directors of the Pine Eagle Health Planning Committee decides that it is not in the best interest of the entity to continue offering health insurance coverage for employees, the coverage may be cancelled without penalty or compensation in lieu of insurance being paid. The Board of Directors will decide what plan will be offered and what percentage of the cost will be paid by the Pine Eagle Clinic.

From: Robyn Vance <rvance653@hotmail.com>

Subject: Re: Motion regarding health insurance for employees

Date: January 25, 2017 at 3:06:22 PM PST

To: Pamela Hall-Brisk <oaktreeranch@cheerful.com>

Cc: Loren Goracke <lgoracke@pinetel.com>, William Johnson <bj5005@hotmail.com>, "Eileen H. Monti" <eileenmonti@pinetel.com>, "Brian Pennock" <bdpennock1863@gmail.com>, Linda Bergeron <lindex@pinetel.com>

I second the motion.

From: Pamela Hall-Brisk <oaktreeranch@cheerful.com>

Subject: Motion regarding health insurance for employees

Date: January 25, 2017 at 3:08:40 PM PST

To: Loren Goracke <lgoracke@pinetel.com>, William Johnson <bj5005@hotmail.com>, "Eileen H. Monti" <eileenmonti@pinetel.com>, Robyn Vance <rvance653@hotmail.com>, Brian Pennock <bdpennock1863@gmail.com>, Linda Bergeron <lindex@pinetel.com>

I vote Yes.

From: Robyn Vance <rvance653@hotmail.com>

Subject: Re: Motion regarding health insurance for employees

Date: January 25, 2017 at 3:10:02 PM PST

To: Pamela Hall-Brisk <oaktreeranch@cheerful.com>

Cc: Loren Goracke <lgoracke@pinetel.com>, William Johnson

<bj5005@hotmail.com>, "Eileen H. Monti" <eileenmonti@pinetel.com>, "Brian Pennock" <bdpennock1863@gmail.com>, Linda Bergeron <lindex@pinetel.com>

I vote yes.

From: "Eileen H. Monti" <eileenmonti@pinetel.com>
Subject: Re: Motion regarding health insurance for employees
Date: January 25, 2017 at 3:28:36 PM PST
To: Robyn Vance <rvance653@hotmail.com>
Cc: Pam Hall Brisk <oaktreeranch@cheerful.com>, Loren Goracke <lgoracke@pinetel.com>, Bill Johnson <bj5005@hotmail.com>, Brian Pennock <bdpennock1863@gmail.com>, Linda Bergeron <lindex@pinetel.com>

I vote yes.

Sent: Wednesday, January 25, 2017 at 3:33 PM
From: "William Johnson" <bj5005@hotmail.com>
To: "Pamella Hall-Brisk" <oaktreeranch@cheerful.com>, "Loren Goracke" <lgoracke@pinetel.com>, "Eileen Monti" <eileenmonti@pinetel.com>, "Robyn Vance" <rvance653@hotmail.com>, "Brian Pennock" <bdpennock1863@gmail.com>, "lindexpinetel.com" <lindex@pinetel.com>
Subject: Re: Employee health ins

I agree about providing insurance....

But, I would ask for their support of the reductions that may have to be made to reach the cost of the insurance

But do stay with the \$1,750 spoke of earlier...

I am not sure what the real cost of this sum is....is it "Free" since the encounter slots are empty that they are filling

Or is there a cost to this amount?

I am not saying how I feel about continued this benefit....but want a full understanding.

Bill

From: "Loren Goracke" <lgoracke@pinetel.com>
Subject: Re: Motion regarding health insurance for employees
Date: January 25, 2017 at 3:55:45 PM PST
To: "Eileen H. Monti" <eileenmonti@pinetel.com>, "Pam Hall Brisk" <oaktreeranch@cheerful.com>
Cc: "Bill Johnson" <bj5005@hotmail.com>, "Robyn Vance" <rvance653@hotmail.com>, "Brian Pennock" <bdpennock1863@gmail.com>, "Linda Bergeron" <lindex@pinetel.com>

i vote yes. loren

From: "Linda Bergeron" <lindex@pinetel.com>
Subject: Re: Motion regarding health insurance for employees
Date: January 25, 2017 at 5:14:10 PM PST
To: "Pamella Hall-Brisk" <oaktreeranch@cheerful.com>, "Loren Goracke" <lgoracke@pinetel.com>, "William Johnson" <bj5005@hotmail.com>, "Eileen H. Monti" <eileenmonti@pinetel.com>, "Robyn Vance" <rvance653@hotmail.com>, "Brian Pennock" <bdpennock1863@gmail.com>

I vote yes.

On January 26, 2017, at 4:48 PM, Brian Pennock <bdpennock1863@gmail.com> wrote:

I vote aye-Brian
