



NOTICE OF REGULAR BOARD MEETING OF
THE UPPER SAN JUAN HEALTH SERVICE DISTRICT dba PAGOSA SPRINGS MEDICAL
CENTER

Tuesday, January 25, 2022, at 5:30 PM
The Board Room (direct access – northeast entrance)
95 South Pagosa Blvd., Pagosa Springs, CO 81147

**ALL ATTENDEES MUST BE SCREENED PRIOR TO ENTERING THE MEETING & ALL
PERSONS MUST WEAR A MASK DUE TO COVID-19,
THE NUMBER OF IN-PERSON ATTENDEES WILL BE LIMITED**

**Please use this link to join the meeting: <https://us02web.zoom.us/j/88304467907>
or telephone (346) 248-7799 or (669) 900-6833
Zoom Meeting ID: 883 0446 7907**

AGENDA

1) CALL TO ORDER; ADMINISTRATIVE MATTERS OF THE BOARD

- a) Confirmation of quorum
- b) Board member self-disclosure of actual, potential or perceived conflicts of interest
- c) Approval of the Agenda (and changes, if any)

2) PUBLIC COMMENT (This is an opportunity for the public to make comment and/or address USJHSD Board. Persons wishing to address the Board need to notify the Clerk to the Board, Heather Thomas, prior to the start of the meeting. All public comments shall be limited to matters under the jurisdiction of the Board and shall be expressly limited to three (3) minutes per person. The Board is not required to respond to or discuss public comments. No action will be taken at this meeting on public comments.)

3) REPORTS

- a) **Oral Reports** (may be accompanied by a written report)
 - i) Chair Report Chair Greg Schulte
 - ii) CEO Report Dr. Rhonda Webb
 - iii) ~~Executive Committee~~ Chair Schulte and V.Chair Mees
 - iv) ~~Foundation Committee~~ Dir. Mees, Dir. Dr. Pruitt and CEO R.Webb
 - v) ~~Facilities Committee~~ Dir. Mees, Dir. Daniels, and COO K.Douglas
 - vi) ~~Strategic Planning Committee~~ Dir. Schulte, Dir. Cox and CEO R.Webb

- vii) Finance ~~Committee~~ & [Report](#)
(a) [December 2021 Financials](#)

Treas./Sec. Zeigler and CFO C.Keplinger

b) **Written Reports** (*no oral report unless the Board has questions*)

- i) [Operations Report](#) COO-CNO, Kathee Douglas
ii) [Medical Staff Report](#) Chief of Staff, Dr. John Wisneski

4) DECISION AGENDA

- a) Consideration of Resolutions regarding approval of matters related to May 3, 2022 Election of Board Members:
- i) [2022-01](#) – resolution to appoint the Clerk to the Board (Heather Thomas) as the Designated Election Official;
 - ii) [2022-02](#) – resolution to establish USJHSD terms for its regular May 3, 2022 election;
 - iii) Copy of [Call for Nominations 2022](#); and
 - iv) Copy of [Self-Nomination and Acceptance Form](#).

5) CONSENT AGENDA (The Consent Agenda is intended to allow Board approval, by a single motion, of matters that are considered routine. There will be no separate discussion of Consent Agenda matters unless requested.)

- a) Approval of Board Member absences:
- i) Regular meeting of 01/25/2022
- b) Approval of Minutes for the following meeting(s):
- i) [Regular meeting of: 12/28/2022](#)
- c) Approval of [Medical Staff report](#) recommendations for new or renewal of provider privileges.
- d) Board Meetings in 2022: Establish [USJHSD 2022 notice-posting-locations and the Board's regular meeting schedule in 2022](#).

6) OTHER BUSINESS

- a) Clerk of the Board – Annual Matters
- i) Information Only – copy of the [Transparency Notice](#) that was filed with DOLA.
 - ii) Board members to complete and return their annual [disclosures for conflicts of interest](#) and [gift policy and disclosure form](#).

7) EXECUTIVE SESSION

The Board reserves the right to meet in executive session for any other purpose allowed and topic announced at open session of the meeting, in accordance with C.R.S. Section 24-6-402(4).

8) ADJOURN

TO: Board of Directors
 FROM: Rhonda Webb, M.D., CEO/CMO
 DATE: January 20, 2022
 RE: CEO Report to the Board

- **COVID**

- Stats for Archuleta and La Plata Counties
 - ICU Bed Availability per SJBPB 1.18.2022 report: 1/10/22 1.6 of 25 beds
 - Regular Bed Availability per SJBPB 1.18.2022 report: 1/10/22 24 of 11
- FastTrack For COVID
 - We continue to use our Cancer Center to operate a FastTrack walk-in clinic for patients with infectious/COVID symptoms.
- Pagosa Springs Medical Center is one of four locations in Colorado offering Monoclonal Antibody Treatment (MABs) with the support of a State of Colorado Homeland Security healthcare team.
 - The MABs team at PSMC has treated patients who have traveled to Pagosa from all over Colorado.
 - PSMC has a limited supply of Sotrovimab which is established to be effective in treating Omicron. PSMC has also used Bamlanivimab and Estesevimab and find patients improve with this MAB treatment as well; PSMC has reported this information to the State.
 - On January 15th, the State of Colorado quit using 8 buses for delivery of MABs and repurposed them for COVID testing needs.

- **MRI**

- The modular is in place and as of this report date, the canopy and ramp are being installed.
- The magnet was dropped into the modular on January 11th. On PSMC's Facebook page, there are some impressive pictures of the crane dropping the magnet through the roof of the modular.
- The MRI equipment is being calibrated and staff commenced virtual training earlier in January. We anticipate the MRI will be fully vetted and ready for patients around February 7th-14th.
- PSMC has received a waiver from the State of CO requirement that MRI space include dedicated square footage to resuscitate a patient; this waiver is appropriate as the MRI is just steps from the Emergency Department and E.D. team that is best suited to address an event requiring CPR. PSMC has to reapply for this waiver annually with our facility license renewal.

- **Dr. David Eisenhower** – PSMC's part-time upper extremity orthopedic surgeon

- Dr. Eisenhower was at PSMC the week of January 17th – during his first week with PSMC he added cases to his surgery schedule as well as for his return the week of March 7th.

**Finance Committee & CFO Report for the
USJHSD Board Meeting on January 25, 2022**

The Board's Finance Committee was not able to meet in January. The report below provides an overview of the financials and addresses any questions made by members of the Finance Committee.

1) December Financials:

a) Bottom line and Income Statement:

- i) PSMC had a positive bottom line in December as a result of \$1,755,156 of HHS Stimulus funding being recognized as income (line 28). PSMC received this stimulus funding in 2020 but it remained as a liability on the Balance Sheet as PSMC did not yet have approval to use the funding. In September 2021, the CFO submitted to the Provider Relief Fund the qualifying pandemic expenses already made by PSMC resulting in recognition of this income.
- ii) Gross revenues were 3% below December's budget; however, the Provider Fee (Income Statement line 21) deductions to revenue were 25% higher than December's budget because of the increase in days of A/R .

b) Days Cash On Hand:

- i) During 2021, days cash on hand increased from 61.1 days to 135.95 days cash on hand.
- ii) On the Balance Sheet, PSMC has additional cash on hand that appears as both an asset and a liability as follows:
 - (1) \$936,145.35 (additional 9.24 days of cash) of CARES Funding for which PSMC currently has no guidance on qualifying uses (appears in the Assets column as "Relief Fund Restricted" and in the Liabilities column as "Relief Fund Liability").
 - (2) \$2,561,304 (additional 25.28 days of cash) of Medicare Accelerated Payment which was an advance and is applied against sums due to PSMC for Medicare services.

c) Other:

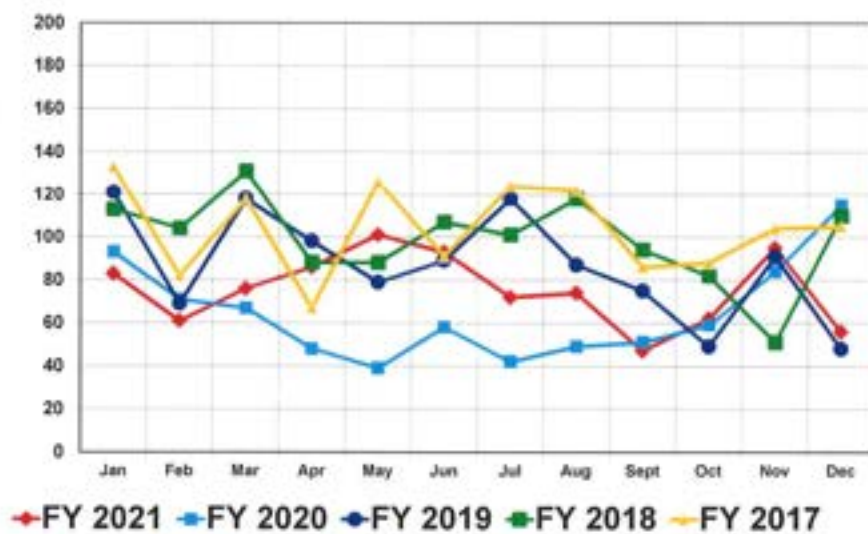
- i) Accounts Receivable remains within appropriate performance indicators but days of A/R is nonetheless higher than it has been in over a year. This is, at least in part, a result of PSMC's conversion to a new scrubber which caused some temporary issues. The Director of Revenue Cycle is evaluating all other processes to determine if anything further has contributed to the increase in days of A/R.

2) Finance Committee Recommendations: Again, the Finance Committee was unable to meet as a group in January but no committee member expressed issues or concerns with the December 2021 financial reports.



**FINANCIAL PRESENTATION
YTD DECEMBER 2021
DRAFT**

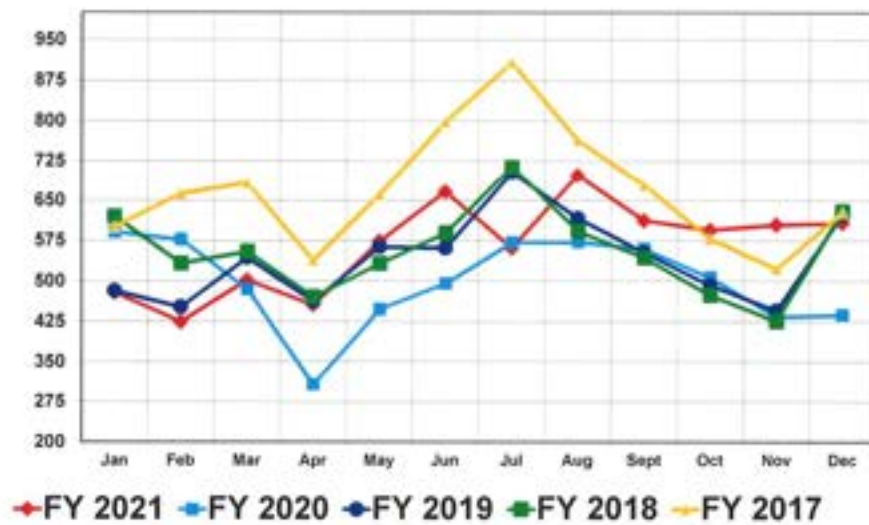
PATIENT DAYS

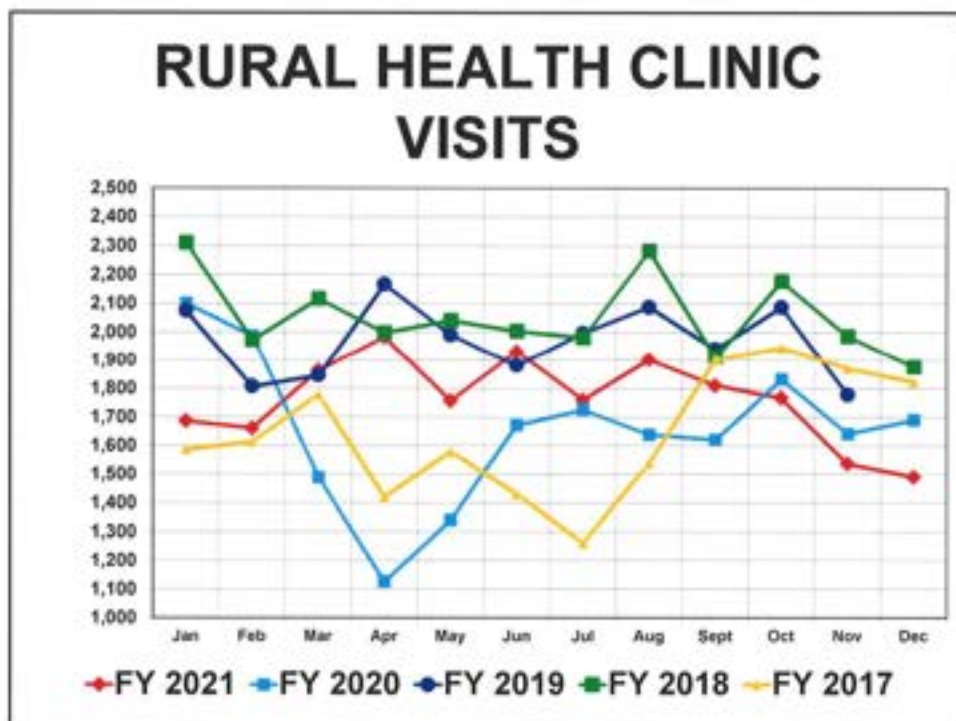
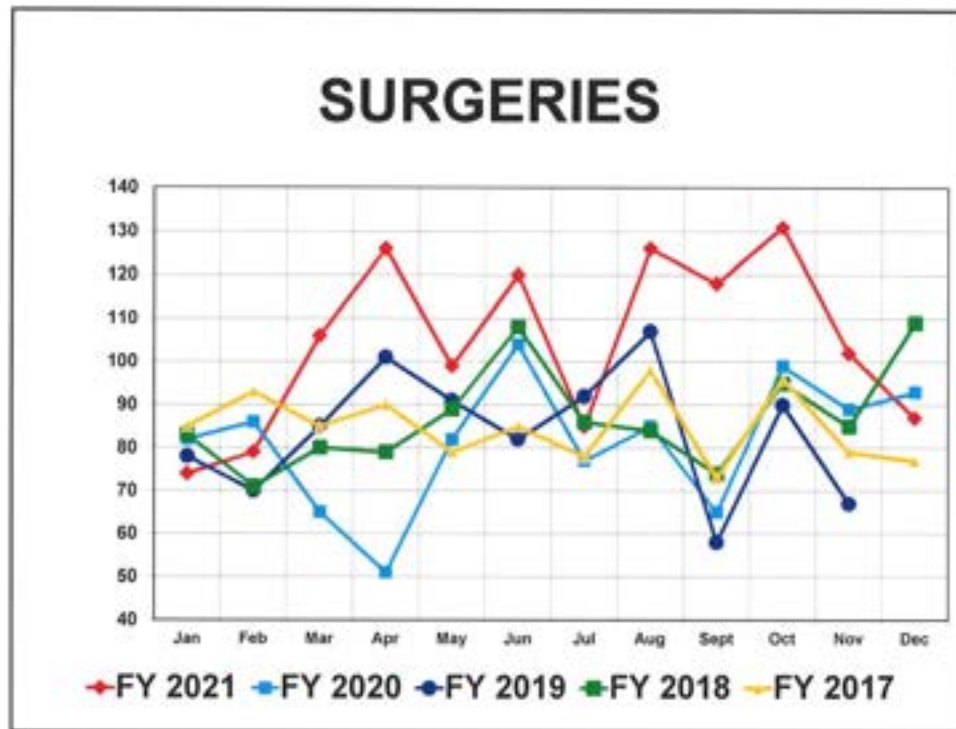


OBSERVATION HOURS

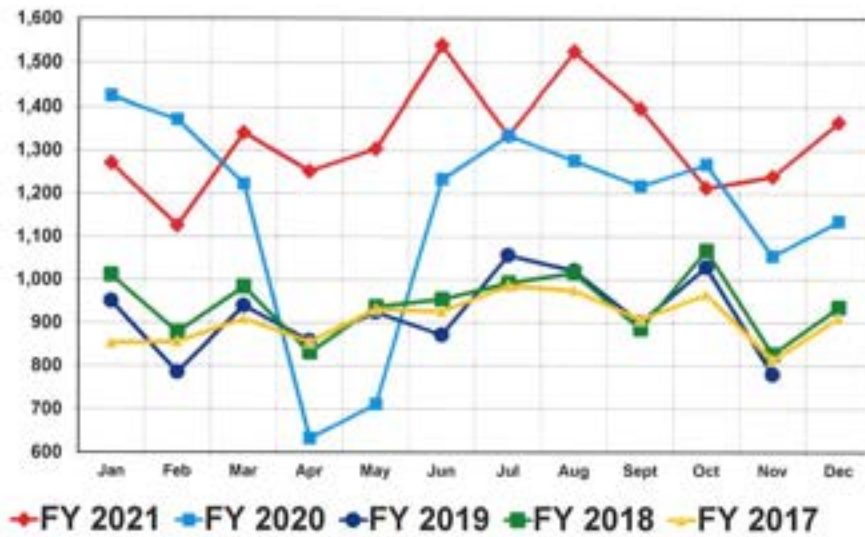


ER VISITS



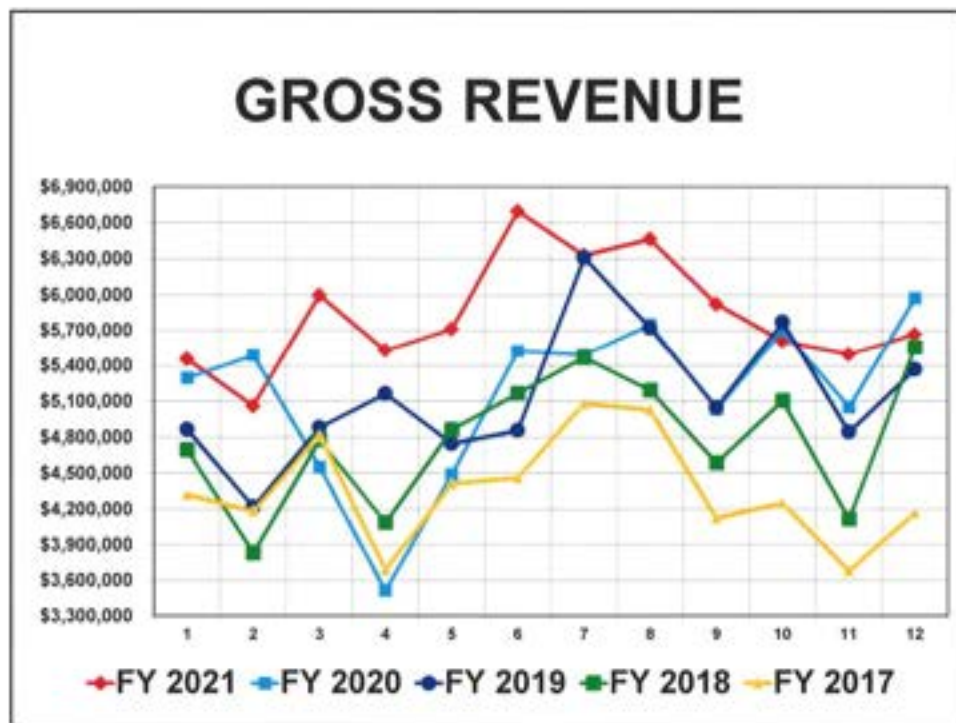
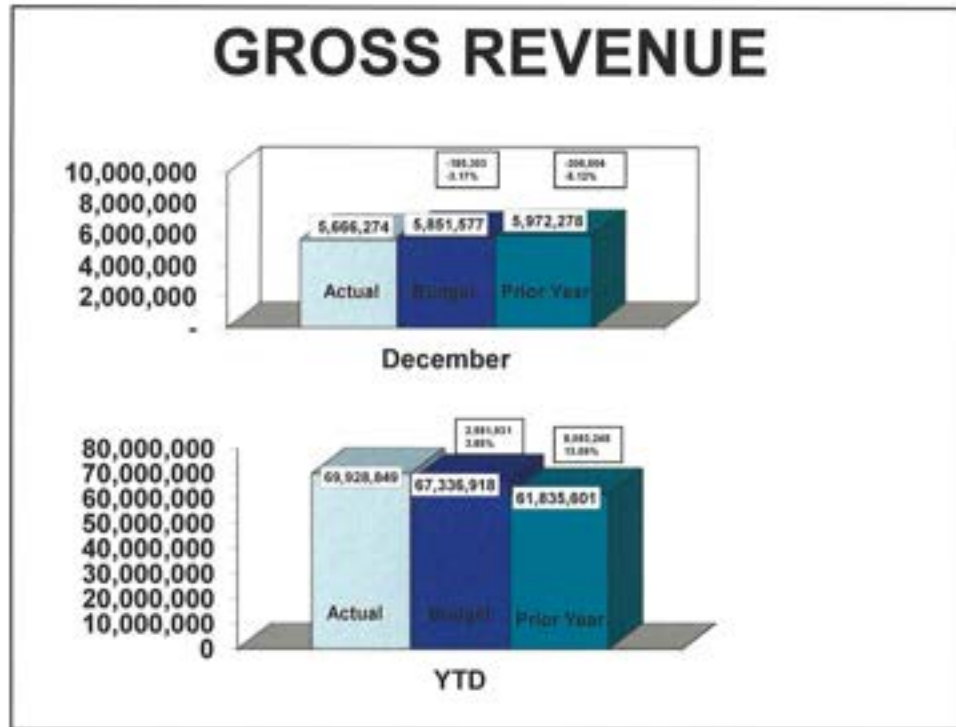


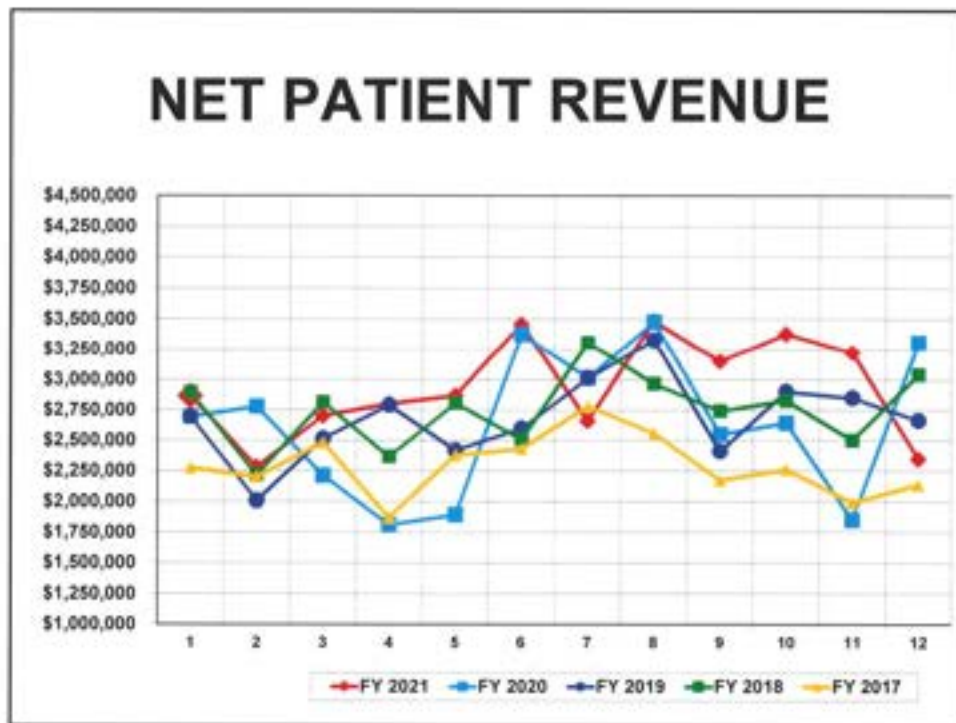
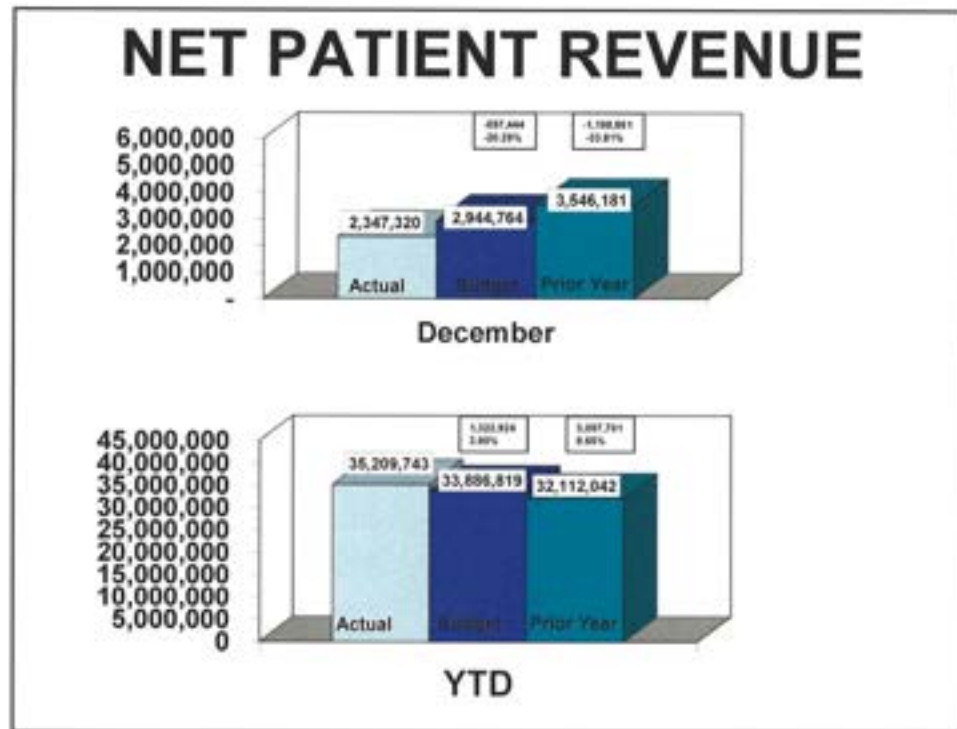
RADIOLOGY EXAMS

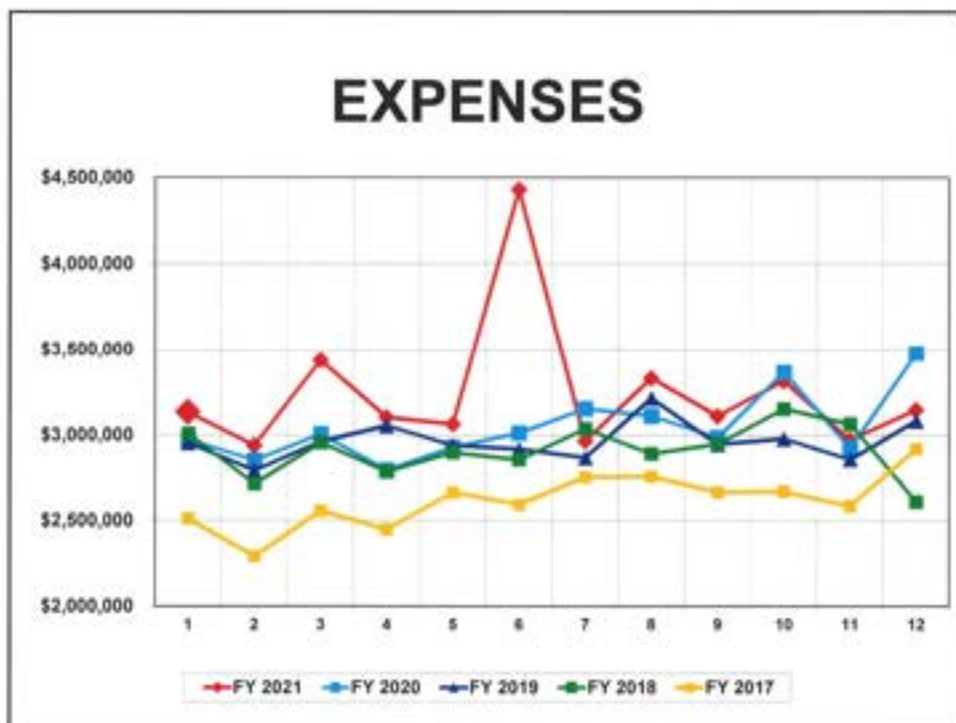
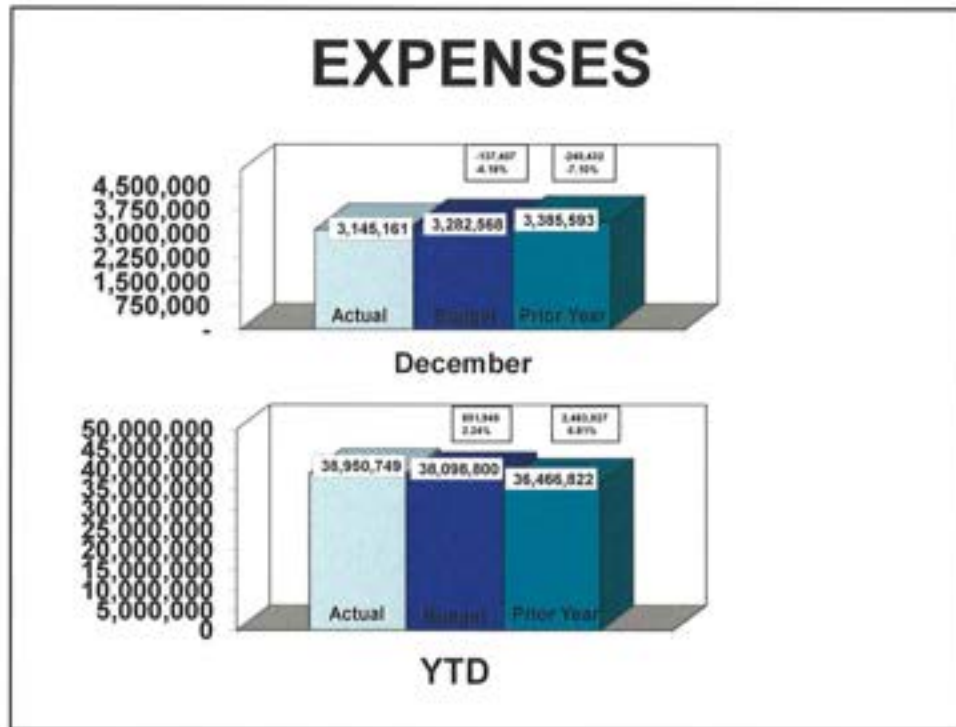


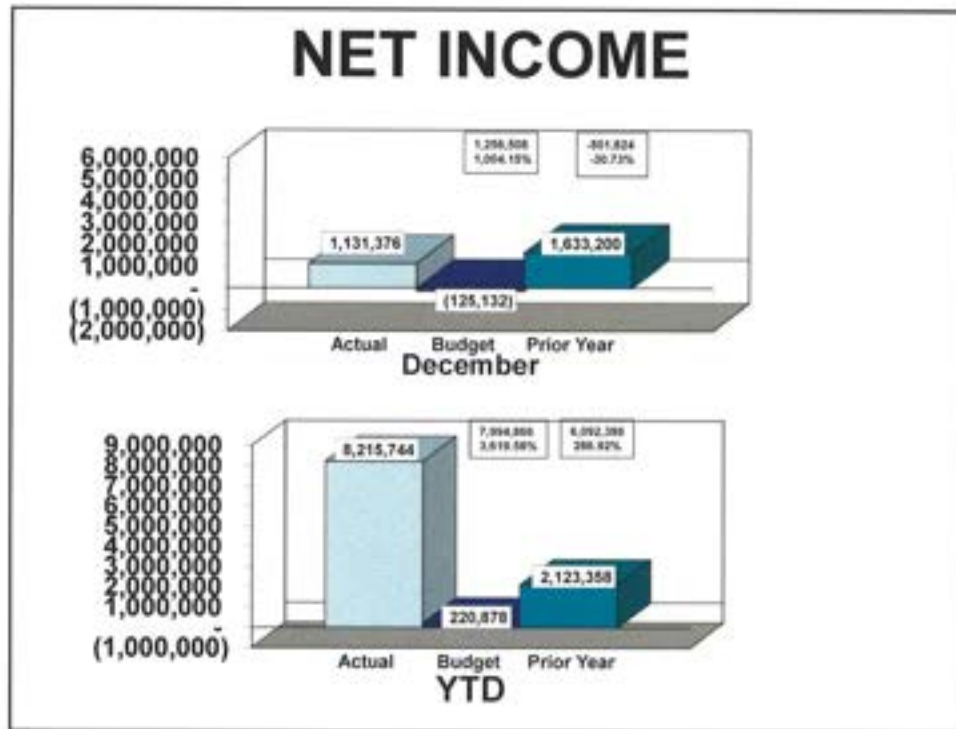
Summary of Financials

November	
Gross Revenue	\$ 5,493,299
Net Revenue	\$ 3,221,526
Expenses	\$ 2,972,785
Grants, 340B and Tax Revenue	\$ 150,701
Grants and 340B and Stimulus	\$ 130,376
Tax Revenue	\$ 20,325
Net Income	\$ 399,442





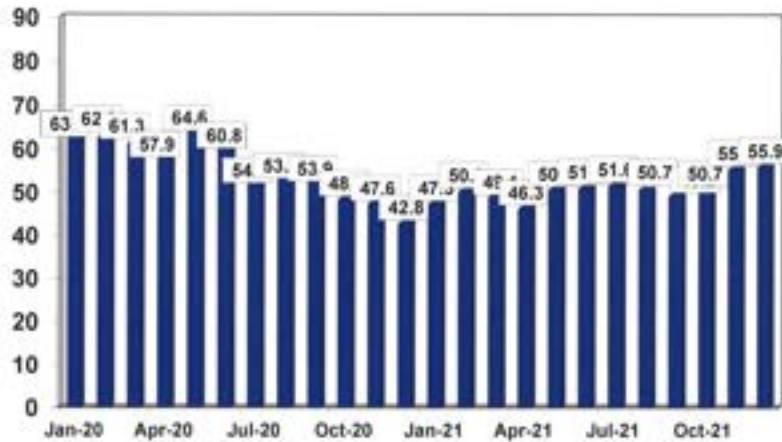




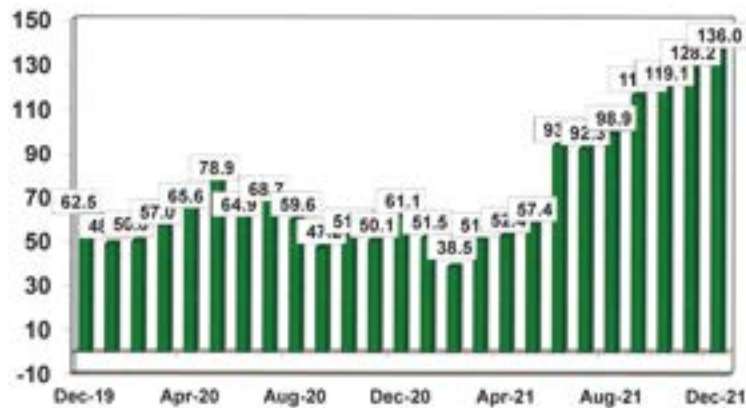
Summary of Financials

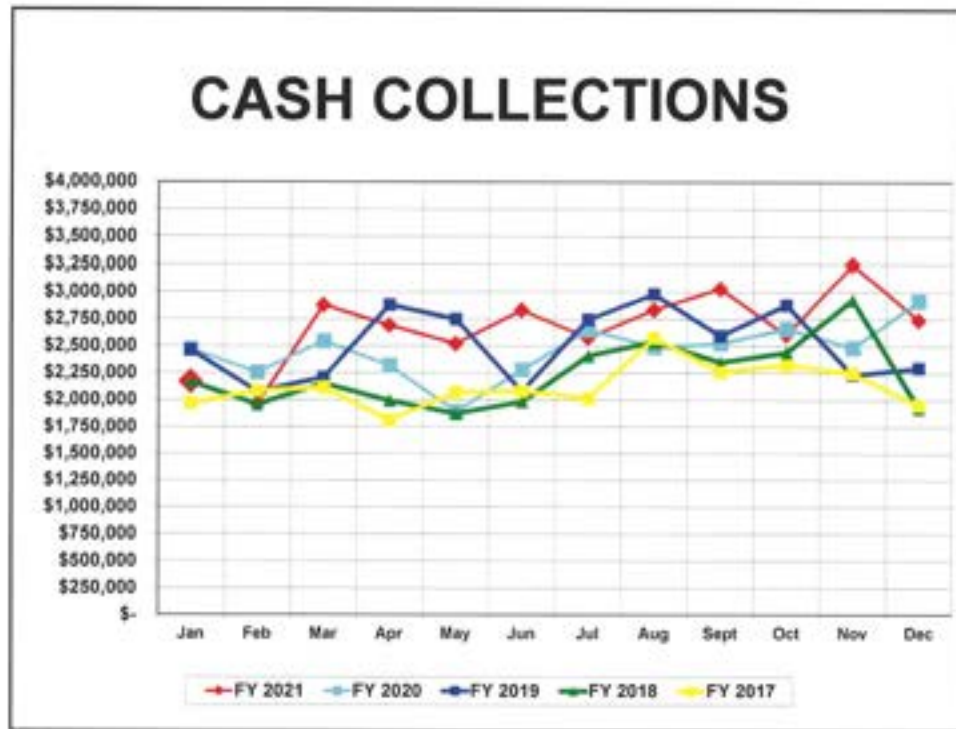
	December
Gross Revenue	\$ 5,666,274
Net Revenue	\$ 2,347,321
Expenses	\$ 3,145,161
Grants, 340B and Tax Revenue	\$ 1,929,217
Grants and 340B and Stimulus	\$ 1,910,644
Tax Revenue	\$ 18,573
Net Income	\$ 1,131,376

GROSS DAYS IN ACCOUNTS RECEIVABLE



DAYS CASH ON HAND





Income Statement - - - December 31, 2021 DRAFT

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		Current Month				Year-to-Date			
		2021	Budget	Difference	Variance	2021	Budget	Difference	Variance
Revenue									
7	Total In-patient Revenue	372,766	459,250	(86,484)	-19%	5,657,241	5,284,819	372,422	7%
17	Total Out-patient Revenue	4,818,779	4,938,164	(119,385)	-2%	58,666,150	56,825,830	1,840,320	3%
18	Professional Fees	474,729	454,163	20,566	5%	5,605,458	5,226,269	379,189	7%
19	Total Patient Revenue	5,666,274	5,851,577	(185,303)	-3%	69,928,849	67,336,918	2,591,931	4%
20	Revenue Deductions & Bad Debt								
21	Contractual Allowances	3,581,900	2,857,031	724,869	25%	36,582,187	32,877,233	3,704,954	11%
22	Charity	11,318	10,343	975	9%	619,186	119,022	500,164	420%
23	Bad Debt	(34,099)	227,153	(261,252)	-115%	705,380	2,613,960	(1,908,580)	-73%
24	Provider Fee & Other	(240,165)	(187,714)	(52,451)	28%	(3,187,647)	(2,160,116)	(1,027,531)	48%
25	Total Revenue Deductions & Bad Debt	3,318,954	2,906,813	412,141	14%	34,719,106	33,450,099	1,269,007	4%
26	Total Net Patient Revenue	2,347,320	2,944,764	(597,444)	-20%	35,209,743	33,886,819	1,322,924	4%
27	Grants	20,000	16,768	3,232	19%	917,174	346,440	570,734	165%
28	HHS Stimulus Other Revenue	1,755,156	24,200	1,730,956	7153%	3,958,789	500,000	3,458,789	692%
29	COVID PPP Loan Forgiveness	-	-	-	0%	3,740,044	-	3,740,044	0%
30	Other Operating Income - Misc	135,488	103,944	31,544	30%	1,794,535	2,186,419	(391,884)	-18%
31	Total Net Revenues	4,257,964	3,089,676	1,168,288	38%	45,620,285	36,919,678	8,700,607	24%
32	Operating Expenses								
33	Salary & Wages	1,841,909	1,717,283	124,626	7%	20,430,654	19,946,262	484,392	2%
34	Benefits	189,115	298,150	(109,035)	-37%	3,469,146	3,503,087	(33,941)	-1%
35	Professional Fees/Contract Labor	64,737	30,775	33,962	110%	542,143	357,908	184,235	51%
36	Purchased Services	158,859	164,558	(5,699)	-3%	1,890,419	1,914,362	(23,943)	-1%
37	Supplies	379,352	536,817	(157,465)	-29%	6,067,757	6,212,931	(145,174)	-2%
38	Rent & Leases	29,853	15,638	14,215	91%	451,270	172,923	278,347	161%
39	Repairs & Maintenance	41,065	58,660	(17,595)	-30%	528,534	590,918	(62,384)	-11%
40	Utilities	66,725	38,371	28,354	74%	430,349	439,776	(9,427)	-2%
41	Insurance	28,681	26,834	1,847	7%	339,605	311,650	27,955	9%
42	Depreciation & Amortization	146,148	167,254	(21,106)	-13%	1,963,007	1,948,200	14,807	1%
43	Interest	63,581	87,332	(23,751)	-27%	929,981	1,012,430	(82,449)	-8%
44	Other	135,136	140,896	(5,760)	-4%	1,907,884	1,688,353	219,531	13%
45	Total Operating Expenses	3,145,161	3,282,568	(137,407)	-4%	38,950,749	38,098,800	851,949	2%
46	Operating Revenue Less Expenses	1,112,803	(192,892)	1,305,695	-677%	6,669,536	(1,179,122)	7,848,658	-666%
47	Non-Operating Income								
48	Tax Revenue	18,573	58,080	(39,507)	-68%	1,396,208	1,200,000	196,208	16%
49	Donations	-	9,680	(9,680)	-100%	150,000	200,000	(50,000)	-25%
50	Total Non-Operating Income	18,573	67,760	(49,187)	-73%	1,546,208	1,400,000	146,208	10%
51	Total Revenue Less Total Expenses	\$ 1,131,376	\$ (125,132)	\$ 1,256,508	-1004%	\$ 8,215,744	\$ 220,878	\$ 7,994,866	3620%

Income Statement Comparison - - - December 31, 2021 DRAFT

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	2021	Current Month 2020	Difference	Variance	2021	Year-to-Date 2020	Difference	Variance
Revenue								
2								
7 Total In-patient Revenue	372,766	799,784	(427,018)	-53%	5,657,241	5,176,747	480,494	9%
17 Total Out-patient Revenue	4,818,779	4,696,964	121,815	3%	58,666,150	52,022,602	6,643,548	13%
18 Professional Fees	474,729	475,530	(801)	0%	5,605,458	4,636,252	969,206	21%
19 Total Patient Revenue	5,666,274	5,972,278	(306,004)	-5%	69,928,849	61,835,601	8,093,248	13%
20 Revenue Deductions & Bad Debt								
21 Contractual Allowances	3,581,900	1,615,546	1,966,354	122%	36,582,187	30,230,926	6,351,261	21%
22 Charity	11,318	210,745	(199,427)	-95%	619,186	282,686	336,500	119%
23 Bad Debt	(34,099)	809,813	(843,912)	-104%	705,380	1,730,052	(1,024,672)	-59%
24 Provider Fee & Other	(240,165)	(210,007)	(30,158)	14%	(3,187,647)	(2,520,105)	(667,542)	26%
25 Total Revenue Deductions & Bad Debt	3,318,954	2,426,097	892,857	37%	34,719,106	29,723,559	4,995,547	17%
26 Total Net Patient Revenue	2,347,320	3,546,181	(1,198,861)	-34%	35,209,743	32,112,042	3,097,701	10%
27 Grants	20,000	74,917	(54,917)	-73%	917,174	1,448,642	(531,468)	-37%
28 HHS Stimulus Other Revenue	1,755,156	1,157,026	598,130	52%	3,958,789	1,157,026	2,801,763	242%
29 COVID PPP Loan Forgiveness	-	-	-	-	3,740,044	-	3,740,044	-
30 Other Operating Income - Misc	135,488	182,008	(46,520)	-26%	1,794,535	2,184,081	(389,546)	-18%
31 Total Net Revenues	4,257,964	4,960,132	(702,168)	-14%	45,620,285	36,901,791	8,718,494	24%
32 Operating Expenses								
33 Salary & Wages	1,841,909	1,864,965	(23,056)	-1%	20,430,654	19,159,203	1,271,451	7%
34 Benefits	189,115	257,083	(67,968)	-26%	3,469,146	3,287,282	181,864	6%
35 Professional Fees/Contract Labor	64,737	29,885	34,852	117%	542,143	349,923	192,220	55%
36 Purchased Services	158,859	154,130	4,729	3%	1,890,419	1,842,826	47,593	3%
37 Supplies	379,352	536,781	(157,429)	-29%	6,067,757	5,763,642	304,115	5%
38 Rent & Leases	29,853	33,895	(4,042)	-12%	451,270	438,281	12,989	3%
39 Repairs & Maintenance	41,065	53,040	(11,975)	-23%	528,534	549,091	(20,557)	-4%
40 Utilities	66,725	30,269	36,456	120%	430,349	361,183	69,166	19%
41 Insurance	28,681	27,409	1,272	5%	339,605	327,437	12,168	4%
42 Depreciation & Amortization	146,148	147,884	(1,736)	-1%	1,963,007	1,774,630	188,377	11%
43 Interest	63,581	73,845	(10,264)	-14%	929,981	1,051,867	(121,886)	-12%
44 Other	135,136	176,407	(41,271)	-23%	1,907,884	1,561,457	346,427	22%
45 Total Operating Expenses	3,145,161	3,385,593	(240,432)	-7%	38,950,749	36,466,822	2,483,927	7%
46 Operating Revenue Less Expenses	1,112,803	1,574,539	(461,736)	-29%	6,669,536	434,969	6,234,567	1433%
47 Non-Operating Income								
48 Tax Revenue	18,573	58,661	(40,088)	-68%	1,396,208	1,371,862	24,346	2%
49 Donations	-	-	-	-	150,000	316,527	(166,527)	-53%
50 Total Non-Operating Income	18,573	58,661	(40,088)	-68%	1,546,208	1,688,389	(142,181)	-8%
51 Total Revenue Less Total Expenses	\$ 1,131,376	\$ 1,633,200	\$ (501,824)	-31%	\$ 8,215,744	\$ 2,123,358	6,092,386	287%

Balance Sheet - - December 31, 2021 DRAFT

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Assets	Current Month	Prior Month	Liabilities	Current Month	Prior Month
Current Assets			Current Liabilities		
Cash					
Operating	\$ 13,446,807	\$ 12,359,406	Accts Payable - System	\$ 725,842	\$ 629,421
Debt Svc. Res. 2016 Bonds	878,731	878,731	Accrued Expenses	537,663	789,163
Bond Funds - 2016 Bonds	267	244,521	Cost Report Settlement Res	1,044,485	1,081,932
Bond Funds - 2021 / 2006	329,971	445,730	Wages & Benefits Payable	1,264,846	1,886,211
Escrow - UMB	-	-	Deferred Revenue	1,945	1,888
COVID PPP	-	-	COVID PPP Short Term Loan	-	-
Relief Fund Cash Restricted	936,145	2,587,503	Relief Fund Liability	936,145	2,587,503
Medicare Accelerated Pmt	2,561,304	2,749,317	Medicare Accelerated Pmt Liab	2,561,304	2,749,317
Total Cash	18,153,225	19,265,208	Current Portion of LT Debt-Lease	61,031	75,322
Accounts Receivable			Current Portion of LT Debt-2006	-	-
Patient Revenue - Net	4,491,257	5,115,376	Current Portion of LT Debt-2016	340,000	340,000
Other Receivables	276,997	310,777	Total Current Liabilities	7,473,261	10,140,757
Total Accounts Receivable	4,768,254	5,426,153			
Inventory	1,801,606	1,681,759	Long-Term Liabilities		
Total Current Assets	24,723,085	26,373,120	Leases Payable	-	-
			Equipment Lease (Wells Fargo)	-	-
Fixed Assets			Bond Premium (Net) - 2006 Def Outflows	205,750	206,862
Property Plant & Equip (Net)	7,526,667	7,678,323	Bond Premium (Net) - 2016	124,047	124,471
Electronic Health Record (Net)	-	-	Bond Premium (Net) - 2021	762,467	766,439
Clinic Expansion	13,377,405	13,377,405	Bonds Payable - 2021	7,885,000	7,885,000
Work In Progress	851,544	770,994	Bonds Payable - 2006	-	-
Land	101,000	101,000	Bonds Payable - 2016	9,250,000	9,250,000
Total Fixed Assets	21,856,616	21,927,722	Total Long-Term Liabilities	18,227,264	18,232,772
Other Assets			Net Assets		
Prepays & Other Assets	394,474	214,961	Un-Restricted	13,057,906	13,057,906
Total Other Assets	394,474	214,961	Current Year Net Income/Loss	8,215,744	7,084,368
			Total Un-Restricted	21,273,650	20,142,274
			Restricted		
			Total Net Assets	21,273,650	20,142,274
Total Assets	\$ 46,974,175	\$ 48,515,803	Total Liabilities & Net Assets	\$ 46,974,175	\$ 48,515,803

Pagosa Springs Medical Center

ORAL REPORTS 3.a.vii.(a)

Monthly Trends

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Activity	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD Total
1 In-Patient Admissions	31	31	28	31	30	31	30	31	31	30	31	30	31	365
2 In-Patient Days	42	34	22	27	33	41	33	35	32	17	24	32	27	357
3 Avg Stay Days (In-patients)	115	83	61	76	86	101	93	72	74	47	62	95	56	906
4 Swing Bed Admissions	2.7	2.4	2.8	2.8	2.6	2.5	2.8	2.1	2.3	2.8	2.6	3.0	2.1	2.5
5 Swing Bed Days	0	0	0	0	0	0	0	0	0	0	0	0	0	-
6 Avg Length of Stay (Swing)	0	0	0	0	0	0	0	0	0	0	0	0	0	-
7 Average Daily Census	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
8 Statistics	3.7	2.7	2.2	2.5	2.9	3.3	3.1	2.3	2.4	1.6	2.0	3.2	1.8	2.5
9 E/R visits	436	478	424	501	455	573	666	561	697	612	594	604	607	6,772
10 Observ Hours	530	545	781	458	291	428	685	713	513	538	228	97	319	5,596
11 Lab Tests	5,166	5,824	4,831	5,810	5,583	6,045	6,032	5,687	5,586	5,409	5,918	6,005	5,498	68,228
12 Radiology/CT/MRI Exams	1,136	1,271	1,126	1,341	1,252	1,304	1,539	1,335	1,525	1,397	1,214	1,240	1,365	15,909
14 OR Cases	93	74	79	106	126	99	120	85	126	118	131	102	87	1,253
15 Clinic Visits	1,690	1,686	1,661	1,863	1,983	1,756	1,931	1,759	1,902	1,810	1,766	1,536	1,490	21,143
16 Spec. Clinic Visits	150	136	97	79	109	101	113	204	89	85	75	46	37	1,171
17 Oncology Clinic Visits	112	92	93	129	127	116	127	90	135	119	114	110	103	1,355
18 Oncology/Infusion Patients	108	110	91	175	150	158	159	151	195	160	156	193	174	1,872
19 Infusion Patients	42	20	52	78	51	75	96	122	109	92	93	137	101	1,026
20 EMS Transports	116	114	90	108	83	112	137	113	126	108	93	106	124	1,314
21 Total Stats	9,579	10,350	9,325	10,648	10,210	10,767	11,605	10,820	11,003	10,448	10,382	10,176	9,905	125,639

Statistical Review											Page 5
2021	December			December			December Prior Y-T-D				
	Current Month	Current Month	Variance	Y-T-D	Y-T-D	Variance	Y-T-D	Prior Y-T-D	Difference	Variance	
	Actual	Budget		Actual	Budget		Actual	Actual			
In-Patient											
Admissions:											
Acute	27	36	(9)	357	399	(42)	357	302	55	18%	
Swing Bed	-	1	(1)	-	5	(5)	-	1	(1)		
Total	27	37	(10)	357	404	(47)	357	303	54	18%	
Patient Days:											
Acute	56	72	(16)	906	800	106	906	773	133	17%	
Swing Bed	-	3	(3)	-	30	(30)	-	3	(3)		
Total	56	75	(19)	906	830	76	906	776	130	17%	
Average Daily Census:											
# Of Days	31	31		365	365		365	366			
Acute	1.8	2.3	(0.5)	2.5	2.2	0.3	2.5	2.1	0.4	18%	
Swing Bed	-	0.1	(0.1)	-	0.1	(0.1)	-	0.0	(0.0)		
Total	1.8	2.4	(0.6)	2.5	2.3	0.2	2.5	2.1	0.4	17%	
Length of Stay:											
Acute	2.1	2.0	0.1	2.5	2.0	0.5	2.5	2.6	(0.0)	-1%	
Swing Bed	-	-	-	-	-	-	-	-	-	0%	
Total	2.1	2.0	0.0	2.5	2.1	0.5	2.5	2.6	(0.0)	-1%	
Out-Patient											
Out-Patient Visits											
E/R Visits	607	516	91	6,772	5,998	774	6,772	5,976	796	13%	
Observ admissions	18	72	(54)	314	804	(490)	314	335	(21)	-6%	
Lab Tests	5,498	5,252	246	68,228	60,984	7,244	68,228	60,693	7,535	12%	
Radiology/CT/MRI Exams/M	1,365	1,254	111	15,909	14,565	1,344	15,909	13,885	2,024	15%	
OR Cases	87	85	2	1,253	1,100	153	1,253	978	275	28%	
Clinic Visits	1,490	2,279	(789)	21,143	26,498	(5,355)	21,143	19,858	1,285	6%	
Spec. Clinic Visits	37	215	(178)	1,171	2,500	(1,329)	1,171	2,143	(972)	-45%	
Oncology Clinic Visits	103	127	(24)	1,355	1,501	(146)	1,355	1,404	(49)	-3%	
Oncology/Infusion Patients	174	144	30	1,872	1,698	174	1,872	1,632	240	15%	
Infusion Patients	101	101	-	1,026	1,202	(176)	1,026	695	331	48%	
EMS Transports	124	116	8	1,314	1,350	(36)	1,314	1,335	(21)	-2%	
Total	9,604	10,161	(557)	120,357	118,200	2,157	120,357	108,934	11,423	10%	

Pagosa Springs Medical Center

Cerner/Healthland Accounts Receivable for Hospital by Payor and Days Outstanding -- As of December 31, 2021

Page 6

		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Days	151-180 Days	181+ Days	Total	Percent of Total	Accts sent to Collections
2 Medicare	\$	2,115,415	\$ 727,912	\$ 235,087	\$ 112,218	\$ 53,794	\$ 17,105	\$ 101,783	\$ 3,363,314	33%	
3 Medicaid		635,860	205,504	131,959	24,159	13,424	74,499	301,855	1,387,270	14%	
4 Third Party		1,451,108	605,175	313,760	209,034	179,711	71,568	485,981	3,316,337	33%	
5 Self-Pay		209,100	232,555	216,677	284,005	224,599	136,642	827,253	2,130,831	21%	
Current Month Total	\$	4,411,483	\$ 1,771,146	\$ 897,483	\$ 629,416	\$ 471,528	\$ 299,814	\$ 1,716,882	\$ 10,197,752	100%	246,249
Pct of Total		43%	17%	9%	6%	5%	3%	17%	100%		
Nov-21	\$	5,254,766	\$ 1,288,663	\$ 765,276	\$ 596,925	\$ 429,612	\$ 449,363	\$ 1,582,207	\$ 10,366,811		223,165
Pct of Total		51%	12%	7%	6%	4%	4%	15%	100%		
Oct-21	\$	4,591,197	\$ 1,412,195	\$ 784,524	\$ 573,095	\$ 661,916	\$ 330,409	\$ 1,562,788	\$ 9,916,124		372,288
Pct of Total		46%	14%	8%	6%	7%	3%	16%	100%		
Sep-21	\$	4,623,878	\$ 1,367,954	\$ 793,192	\$ 861,326	\$ 484,324	\$ 263,617	\$ 1,610,326	\$ 10,004,617		251,846
Pct of Total		46%	14%	8%	9%	5%	3%	16%	100%		
Aug-21	\$	5,070,970	\$ 1,423,538	\$ 1,289,523	\$ 637,852	\$ 423,338	\$ 370,971	\$ 1,518,317	\$ 10,734,509		181,959
Pct of Total		47%	13%	12%	6%	4%	3%	14%	100%		
Jul-21	\$	4,918,121	\$ 1,859,528	\$ 864,925	\$ 524,846	\$ 546,331	\$ 340,021	\$ 1,455,387	\$ 10,509,159		125,498
Pct of Total		47%	18%	8%	5%	5%	3%	14%	100%		
Jun-21	\$	4,450,225	\$ 991,357	\$ 492,319	\$ 470,912	\$ 586,430	\$ 386,858	\$ 1,658,314	\$ 9,036,415		248,707
Pct of Total		49%	11%	5%	5%	6%	4%	18%	100%		
May-21	\$	4,564,596	\$ 1,223,151	\$ 900,499	\$ 559,379	\$ 516,823	\$ 338,558	\$ 1,383,875	\$ 9,486,881		95,678
Pct of Total		48%	13%	9%	6%	5%	4%	15%	100%		
Apr-21	\$	4,315,723	\$ 1,332,592	\$ 712,599	\$ 645,005	\$ 417,714	\$ 166,007	\$ 1,174,380	\$ 8,764,020		190,242
Pct of Total		49%	15%	8%	7%	5%	2%	13%	100%		
Mar-21	\$	4,536,107	\$ 1,283,697	\$ 893,010	\$ 614,678	\$ 287,740	\$ 205,954	\$ 1,187,089	\$ 9,008,275		141,056
Pct of Total		50%	14%	10%	7%	3%	2%	13%	100%		
Feb-21	\$	4,632,177	\$ 1,808,956	\$ 796,014	\$ 329,120	\$ 255,606	\$ 194,030	\$ 1,194,813	\$ 9,210,716		116,794
Pct of Total		50%	20%	9%	4%	3%	2%	13%	100%		
Jan-21	\$	4,667,228	\$ 1,324,541	\$ 489,574	\$ 380,972	\$ 303,832	\$ 307,163	\$ 1,102,666	\$ 8,575,976		197,220
Pct of Total		54%	15%	6%	4%	4%	4%	13%	100%		
Dec-20	\$	4,315,448	\$ 835,664	\$ 542,288	\$ 394,340	\$ 421,056	\$ 304,468	\$ 965,830	\$ 7,779,094		222,785
Pct of Total		55%	11%	7%	5%	5%	4%	12%	100%		
Nov-20	\$	4,108,089	\$ 1,171,013	\$ 583,125	\$ 541,005	\$ 584,542	\$ 275,531	\$ 985,311	\$ 8,248,616		172,213
Pct of Total		50%	14%	7%	7%	7%	3%	12%	100%		
Oct-20	\$	4,351,562	\$ 1,054,133	\$ 832,882	\$ 694,766	\$ 372,848	\$ 200,118	\$ 1,158,212	\$ 8,664,521		855,499

Pagosa Springs Medical Center - - - Net Days in A/R 2021

Page 7

	31	28	31	30	31	30
	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
2 Net Accounts Receivable	\$ 4,787,978	\$ 4,025,591	\$ 3,956,034	\$ 3,777,753	\$ 3,877,097	\$ 4,279,409
3 Net Patient Revenue	\$ 2,863,140	\$ 2,280,206	\$ 2,700,773	\$ 2,799,928	\$ 2,867,264	\$ 3,457,110
4 Net Patient Rev/Day (2 month Avg)	\$ 103,376	\$ 86,898	\$ 84,279	\$ 90,226	\$ 92,912	\$ 103,865
5 Net Days in A/R	46	46	47	42	42	41

	31	31	30	31	30	31
	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
7 Net Accounts Receivable	\$ 4,520,929	\$ 4,713,332	\$ 4,472,476	\$ 4,754,058	\$ 5,115,376	\$ 4,491,257
8 Net Patient Revenue	\$ 2,659,431	\$ 3,484,951	\$ 3,150,551	\$ 3,377,543	\$ 3,221,526	\$ 2,347,320
9 Net Patient Rev/Day (2 month Avg)	\$ 100,513	\$ 99,103	\$ 108,718	\$ 106,986	\$ 108,169	\$ 91,552
10 Net Days in A/R	45	48	41	44	47	49

Pagosa Springs Medical Center - - - Gross Days Target

12 Medicare	33%	21	\$ 91,293	\$ 632,657
13 Medicaid	7%	35	\$ 91,293	\$ 223,667
14 Blue Cross	15%	48	\$ 91,293	\$ 657,306
15 Commercial	26%	65	\$ 91,293	\$ 1,542,844
16 Self Pay	19%	150	\$ 91,293	\$ 2,601,838
17 Total:	100%		\$	\$ 5,658,313
18				\$ 91,293
19			Gross Days in A/R Target	62

Pagosa Springs Medical Center
Revenue by Financial Class
December 31, 2021

ORAL REPORTS 3.a.vii.(a)

Financial Class	Inpatient MTD	Outpatient MTD	Total MTD	% MTD
Auto/Liability Insurance	0	93,914.85	93,914.85	1.66%
Blue Cross	-	483,644.84	483,644.84	8.54%
Champus	-	26,623.00	26,623.00	0.47%
Commercial Insurance	-	668,618.84	668,618.84	11.80%
Medicaid	73,673.94	882,412.64	956,086.58	16.87%
Medicare	229,643.11	1,911,908.34	2,141,551.45	37.79%
Medicare HMO	79,798.95	625,313.79	705,112.74	12.44%
Self Pay	-	194,564.12	194,564.12	3.43%
Self Pay - Client Billing	-	37,051.26	37,051.26	0.65%
Veterans Administration	48,481.50	262,817.62	311,299.12	5.49%
Workers Compensation	-	47,807.20	47,807.20	0.84%
Total	431,597.50	5,234,676.50	5,666,274.00	100.00%

Financial Class	Inpatient YTD	Outpatient YTD	Total YTD	% YTD	12/31/20 % YTD	12/31/19 % YTD	12/31/18 % YTD	12/31/17 YTD	12/31/16 % YTD
Auto/Liability Insurance	69,182.15	914,294.95	983,477.10	1.41%	0.91%	1.15%	1.05%	1.24%	1.11%
Blue Cross	855,589.97	7,118,912.22	7,974,502.19	11.40%	12.38%	15.40%	15.42%	15.90%	15.83%
Champus	54,007.46	611,957.84	665,965.30	0.95%	0.82%	0.31%	0.08%	0.07%	0.19%
Commercial Insurance	688,409.47	7,788,619.25	8,477,028.72	12.12%	11.72%	11.34%	13.08%	11.79%	13.08%
Medicaid	777,018.66	11,462,363.48	12,239,382.14	17.50%	18.86%	18.75%	18.22%	20.28%	21.56%
Medicare	2,447,443.97	23,081,357.60	25,528,801.57	36.51%	38.60%	36.99%	36.75%	35.27%	35.90%
Medicare HMO	1,177,563.83	6,524,093.91	7,701,657.74	11.01%	7.77%	7.20%	4.47%	3.55%	2.76%
Self Pay	160,576.67	2,602,098.26	2,762,674.93	3.95%	3.68%	4.40%	5.40%	6.96%	5.26%
Self Pay - Client Billing	-	249,154.12	249,154.12	0.36%	0.22%	0.18%	0.18%	0.19%	0.17%
Veterans Administration	412,992.00	2,213,769.39	2,626,761.39	3.76%	4.13%	2.74%	4.13%	3.58%	2.74%
Workers Compensation	-	719,443.89	719,443.89	1.03%	0.92%	1.52%	1.22%	1.17%	1.37%
Total	6,642,784.18	63,286,064.91	69,928,849.09	100.00%	100.00%	100.00%	100.00%	100.00%	99.97%
Blank									0.00%
HMO (Health Maint Org)									0.03%
Total					100.00%	100.00%	100.00%	100.00%	100.00%

Pagosa Springs Medical Center
Financial Forecast
Statement of Cash Flows

ORAL REPORTS 3.a.vii.(a)

	December 2021 DRAFT
Cash Flows from operating activities	
Change in net assets	1,131,376
Adjustments to reconcile net assets to net cash	
Depreciation and amortization	146,148
Patient accounts receivable	624,119
Accounts payable and wages payable	(524,944)
Accrued liabilities	(251,500)
Pre-paid assets	(179,513)
Deferred revenues	57
Other receivables	33,780
Reserve for third party settlement	(37,447)
Inventory	(119,847)
Net Cash Provided by (used in) operating activities	822,229
Cash Flows from investing activities	
Purchase of property and equipment	-
Work in progress	(80,550)
Proceeds from sale of equipment/(Loss)	-
Net Cash Provided by (used in) investing activities	(80,550)
Cash Flows from financing activities	
Principal payments on long-term debt	-
Proceeds from debt (funding from 2021 Bond)	-
Proceeds from PPP Short Term Loan	-
Recognize Amounts from Relief Fund	(1,651,358)
Payments/Proceeds from Medicare Accelerated Payment	(188,013)
Change in Prior Year Net Assets	-
Change in leases payable	(14,291)
Net Cash Provided by (used in) financing activities	(1,853,662)
Net Increase(Decrease) in Cash	(1,111,983)
Cash Beginning of Month	19,265,208
Cash End of Month	18,153,225

2021						
Month	Cash Goal	Actual Cash	Variance	% Collected	GL Non AR	Total
Jan-21	\$3,306,733.00	\$2,175,985.19	(\$1,130,747.81)	65.80%	\$ (85,619.39)	\$2,090,365.80
Feb-21	\$2,863,140.00	\$1,981,613.13	(\$881,526.87)	69.21%	\$ (257,043.01)	\$1,724,570.12
Mar-21	\$2,780,206.00	\$2,879,133.01	\$98,927.01	103.56%	\$ 71,310.04	\$2,950,443.05
Apr-21	\$2,790,766.00	\$2,691,895.54	(\$98,870.46)	96.46%	\$ 77,125.65	\$2,769,021.19
May-21	\$2,589,854.00	\$2,523,180.73	(\$66,673.27)	97.43%	\$ 15,458.38	\$2,538,639.11
Jun-21	\$2,657,247.00	\$2,833,078.95	\$175,831.95	106.62%	\$ 127,903.94	\$2,960,982.89
Jul-21	\$3,247,103.00	\$2,577,887.40	(\$669,215.60)	79.39%	\$ 174,732.94	\$2,752,620.34
Aug-21	\$2,840,653.00	\$2,837,544.05	(\$3,108.95)	99.89%	\$ (107,191.83)	\$2,730,352.22
Sep-21	\$2,990,817.00	\$3,030,127.12	\$39,310.12	101.31%	\$ 1,003,667.44	\$4,033,794.56
Oct-21	\$2,956,420.00	\$2,605,150.23	(\$351,269.77)	88.12%	\$ (20,199.09)	\$ 2,584,951.14
Nov-21	\$3,127,543.00	\$3,253,690.86	\$126,147.86	104.03%	\$ (228,176.05)	\$ 3,025,514.81
Dec-21	\$2,981,361.00	\$2,740,355.04	(\$241,005.96)	91.92%	\$ (36,065.65)	\$ 2,704,289.39
	\$35,131,843.00	\$32,129,641.25	(\$3,002,201.75)	91.45%	\$ 735,903.37	\$32,865,544.62

Pagosa Springs Medical Center
Cash Forecast as of end of November 2021
Forecast Months Based on Budget and Actual

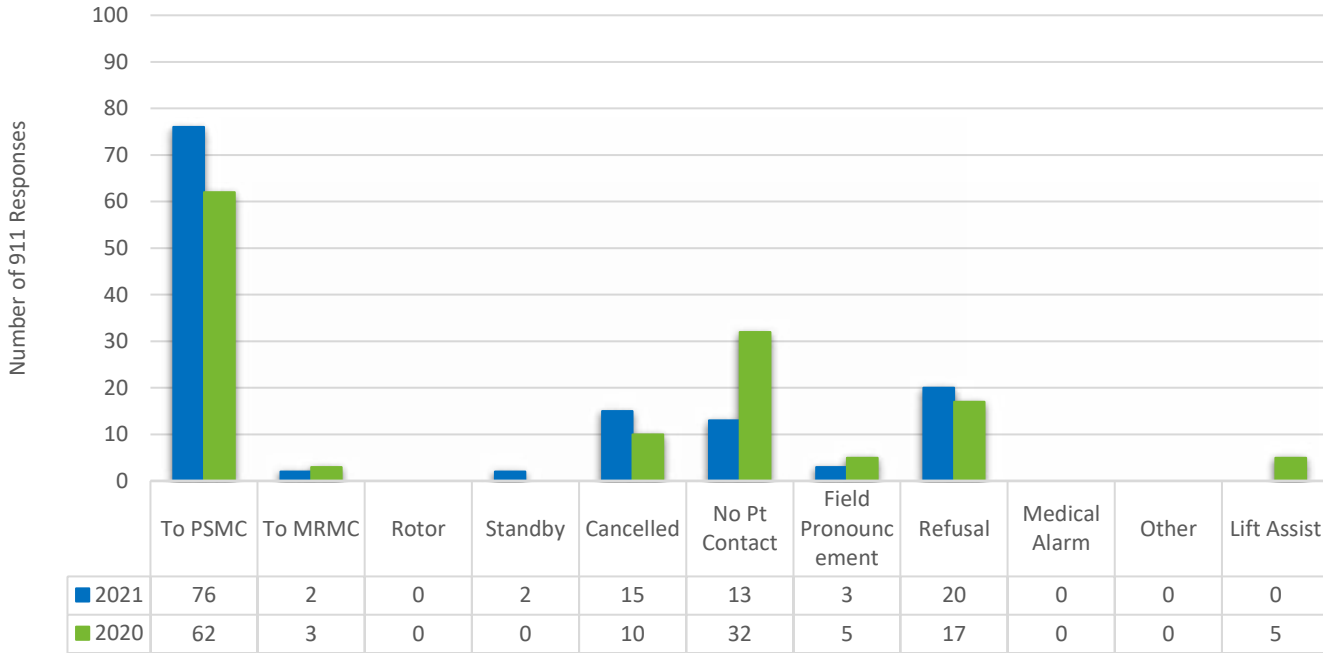
Prepared 12/16/2021
 Cash balance 17,999,434
 at 12/31/20

	(1) Net Asset Change	(2) Depreciation	(3) Receivables	(4) Payables & Other Liabilities	(5) Pre-Paid Assets	(6) Deferred Revenue	(7) Third Party	(8) Inventory	(9) Equipment Purchase	(10) Lease Payables	(11) Other	Net Cash Change	Balance
January 2021 (Actual)	34,828	148,862	(1,501,107)	250,420	(106,402)	-	679,452	(12,735)	(389,294)	(14,066)	-	(910,042)	17,089,392
February 2021 (Actual)	(460,464)	152,987	788,281	(268,642)	54,847	-	(1,291,967)	6,110	(6,469)	(14,044)	-	(1,039,361)	16,050,031
March 2021 (Actual)	283,835	147,773	154,298	736,646	(64,436)	-	297,176	(5,538)	(10,078)	(14,070)	(101,863)	1,423,743	17,473,774
April 2021 (Actual)	13,708	148,271	207,462	(378,057)	91,429	-	(8,007)	2,045	(2,981)	(14,093)	(91,747)	(31,970)	17,441,804
May 2021 (Actual)	298,586	149,227	244,916	195,640	19,857	(343,558)	(2,810)	9,545	(12,414)	(14,118)	8,546,448	9,091,319	26,533,123
June 2021 (Actual)	4,967,898	144,441	(293,759)	90,483	1,292	(107,731)	(5,505)	21,645	(434,486)	(14,143)	(14,579,863)	(10,209,728)	16,323,395
July 2021 (Actual)	194,005	143,782	3,713	(800,667)	103,991	(181,951)	394,067	(29,557)	(157,048)	(14,169)	(159,878)	(503,712)	15,819,683
August 2021 (Actual)	311,631	143,258	(218,679)	492,010	28,702	(25,134)	(4,351)	(20,581)	(13,631)	(14,190)	(153,710)	525,325	16,345,008
September 2021 (Actual)	436,367	142,889	175,937	(262,010)	5,157	-	1,470,506	8,165	(265,874)	(14,217)	(328,074)	1,368,846	17,713,854
October 2021 (Actual)	242,151	143,279	(327,103)	376,381	91,096	-	(253,918)	6,206	53,766	(14,241)	(128,338)	189,279	17,903,133
November 2021 (Actual)	399,442	146,822	(286,741)	89,427	32,284	-	568,001	(15,749)	(73,678)	(14,266)	516,534	1,362,076	19,265,209
December 2021 (Actual)	1,131,376	146,148	657,899	(776,442)	(179,513)	57	(37,447)	(119,847)	(80,550)	(14,291)	(1,839,371)	(1,111,981)	18,153,228
Totals	7,853,363	1,757,739	(394,883)	(254,811)	78,304	(658,317)	1,805,197 981,635	(150,291)	(1,392,737)	(169,908)	(8,319,862)	153,794	18,153,228
													at 12/31/21
													6,080,177
													</

Operations Report for December 2021

EMS: December

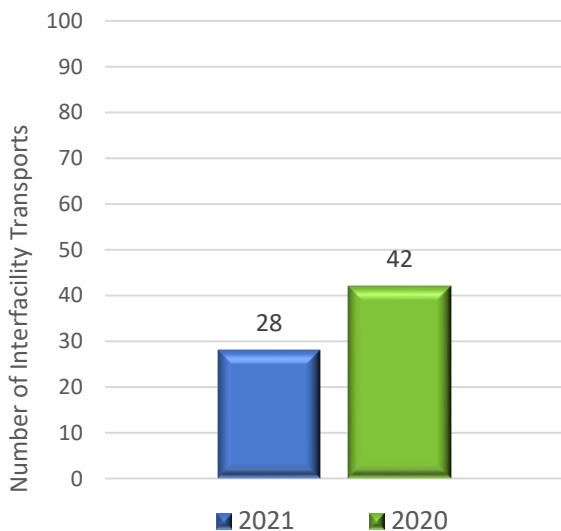
EMS 911 Response



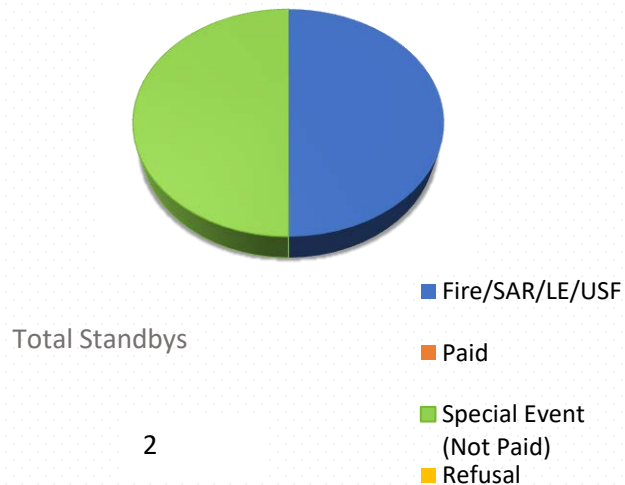
Total 911 Responses for 2020 : 131

2021 2020

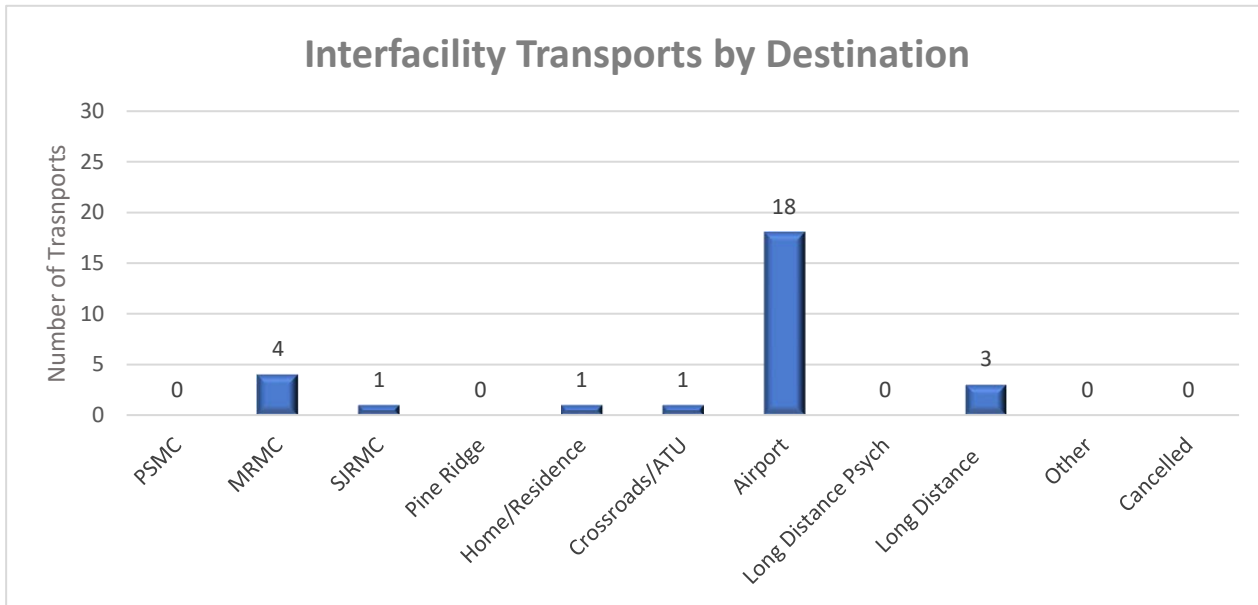
Total Interfacility Transports



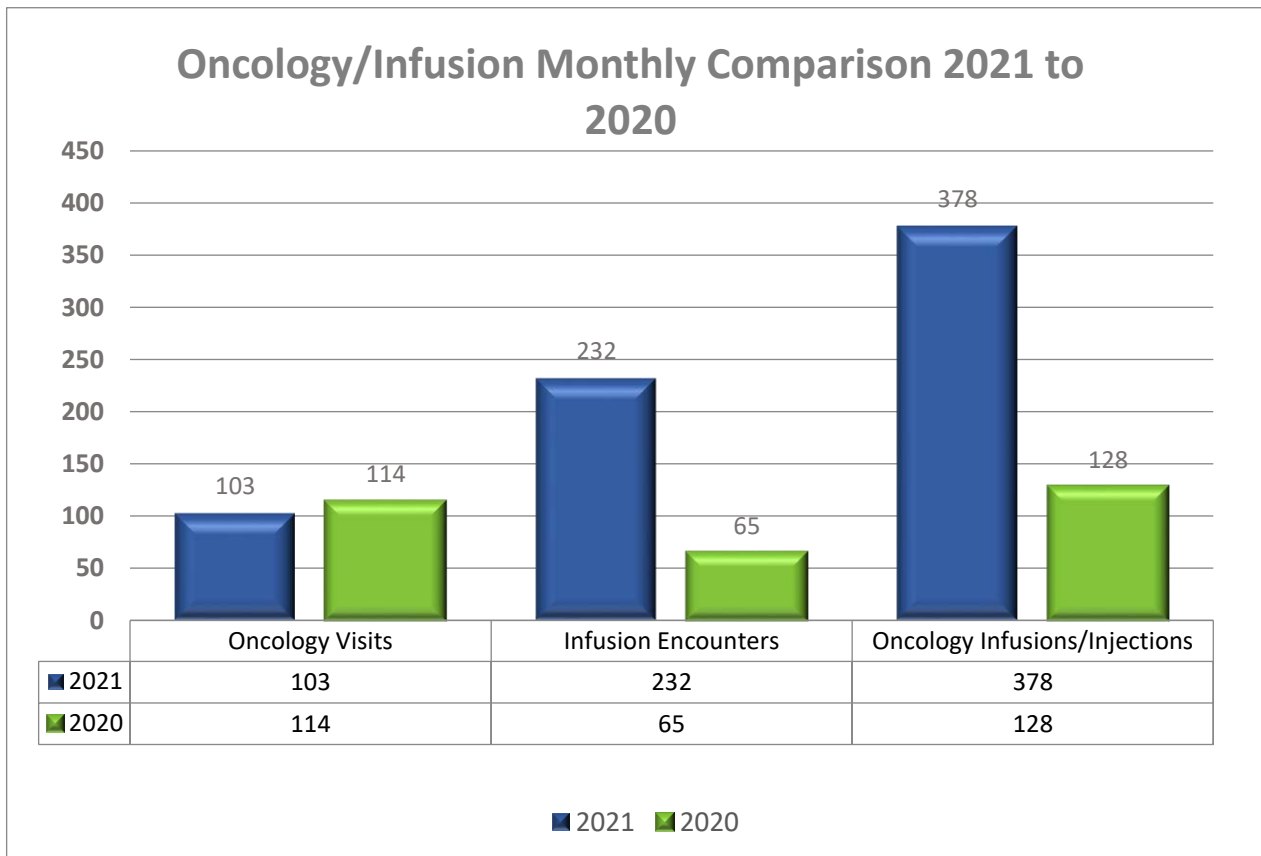
Breakdown of EMS Standbys



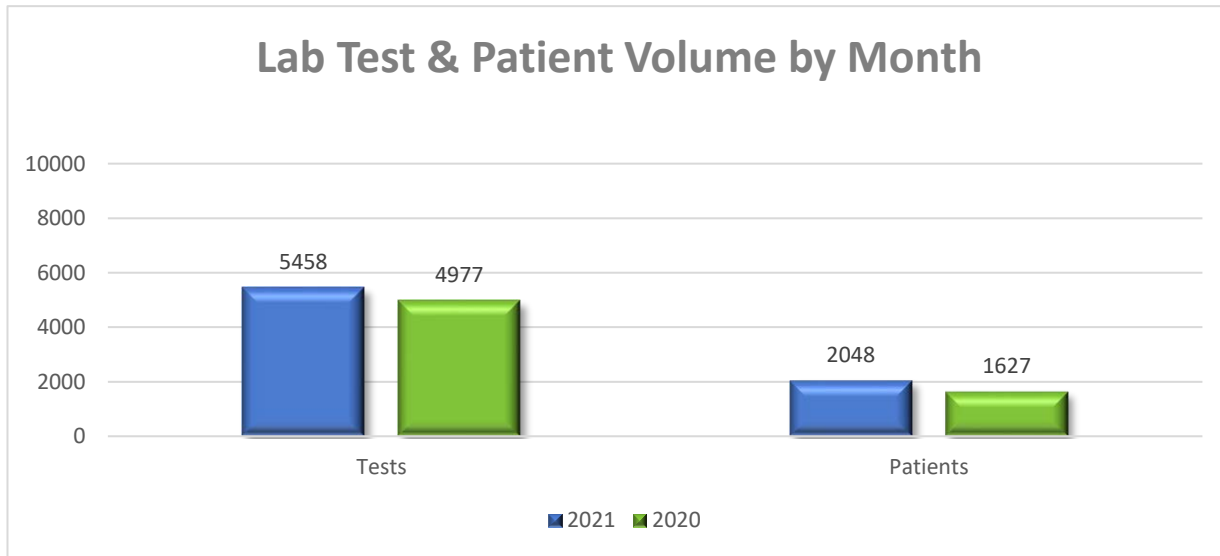
EMS: December



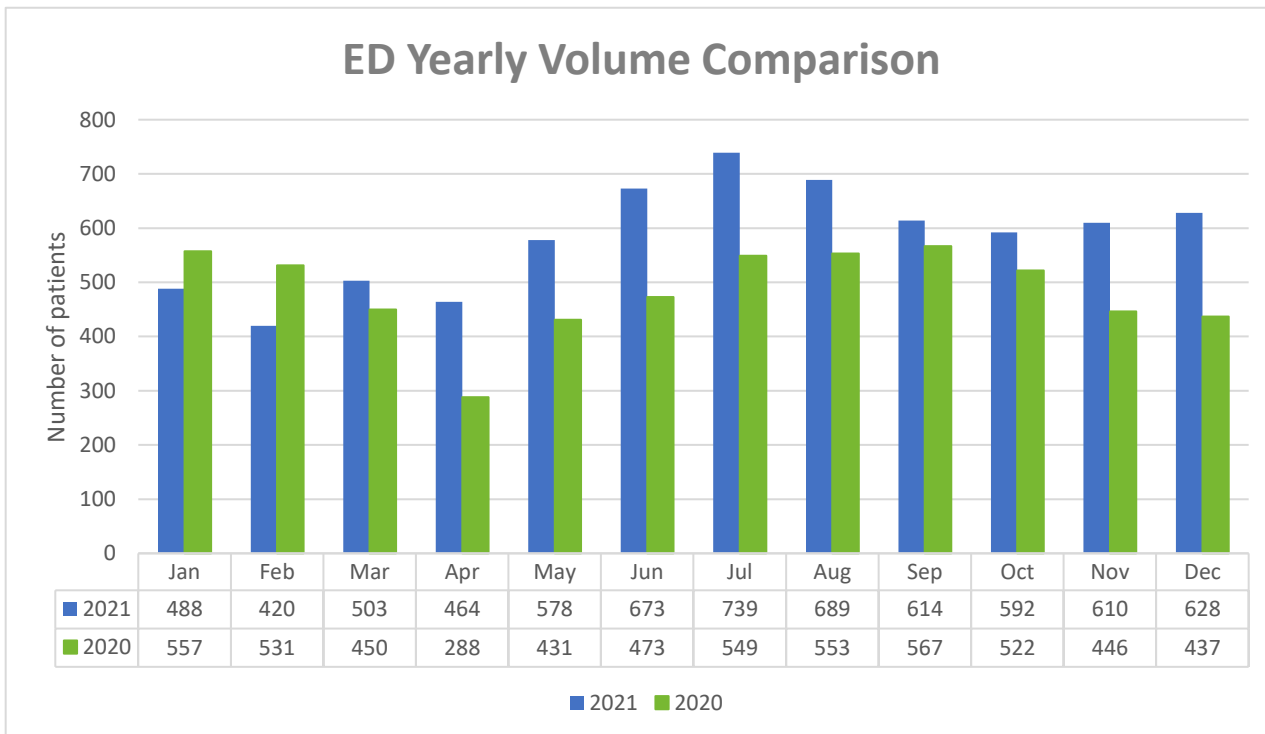
Oncology/Infusion: December



Lab: December

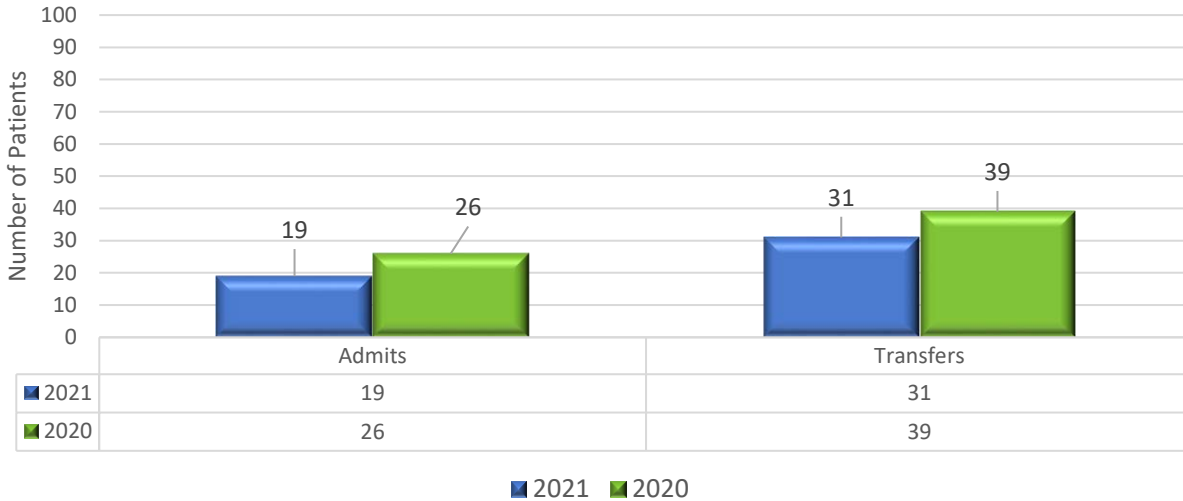


ED: December

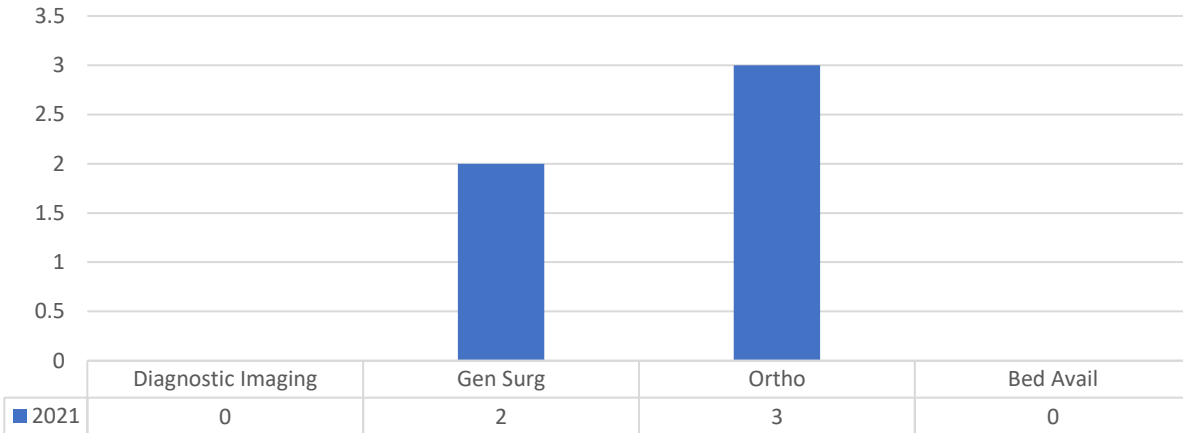


ED: December

ED Inpatient Admissions and Transfers Monthly Comparison



Resource Related Transfers



Average Daily Census

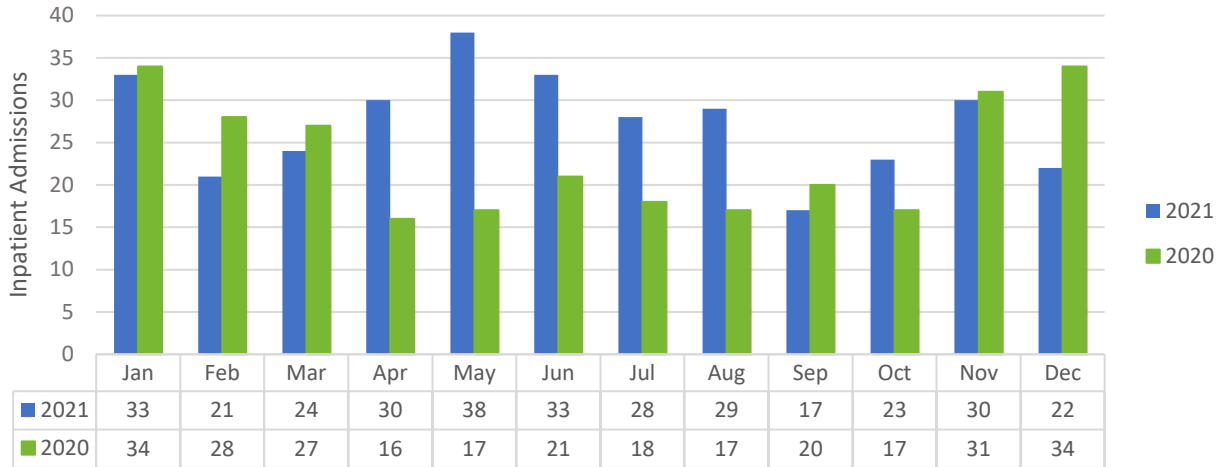
20.3

Average Length of Stay (in hours)

2.6

Inpatient : December

Inpatient Admission Comparison



Average Daily Census

2.3

Average Length of Stay (in days)

2.5

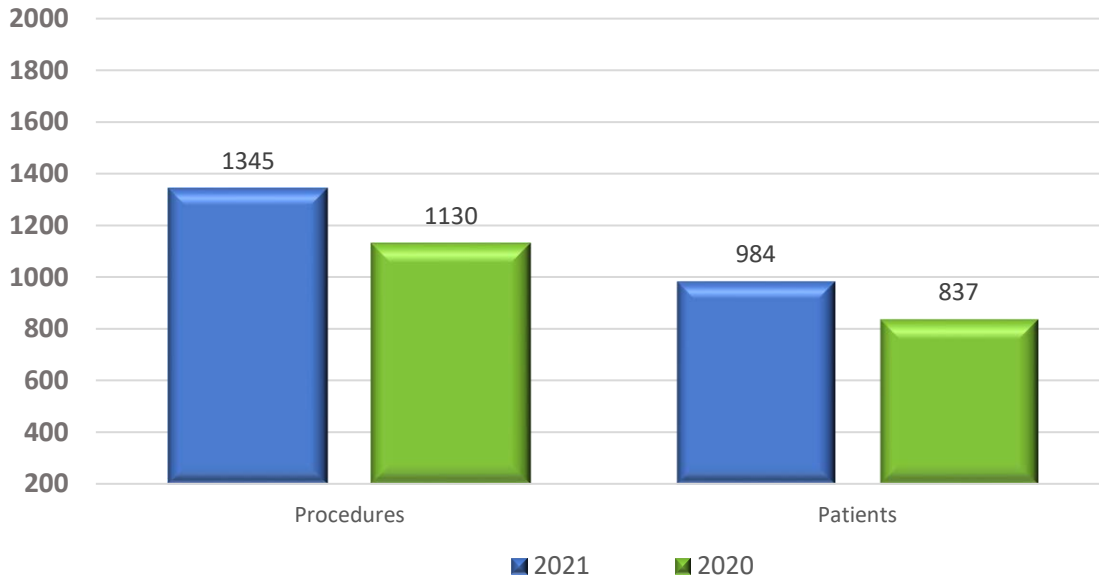


COVID-19 Patients
Hospitalized at PSMC

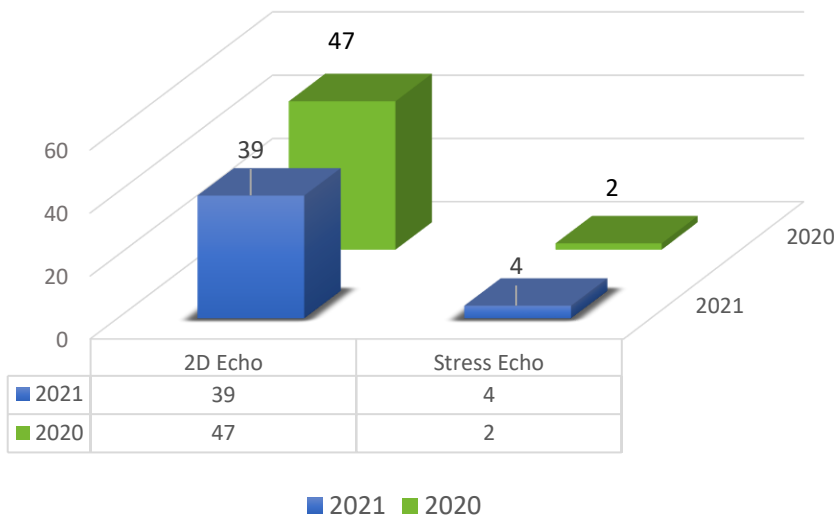
4

Diagnostic Imaging: December

Diagnostic Imaging Stats by Month

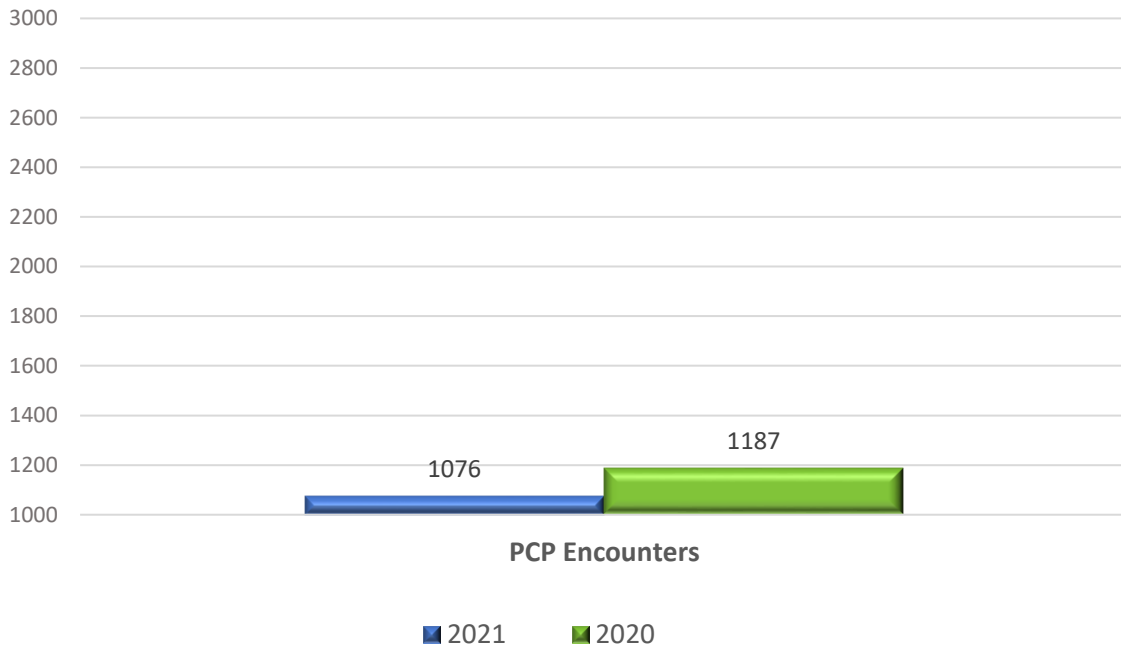


Cardiology 2D Echo & Stress by Month

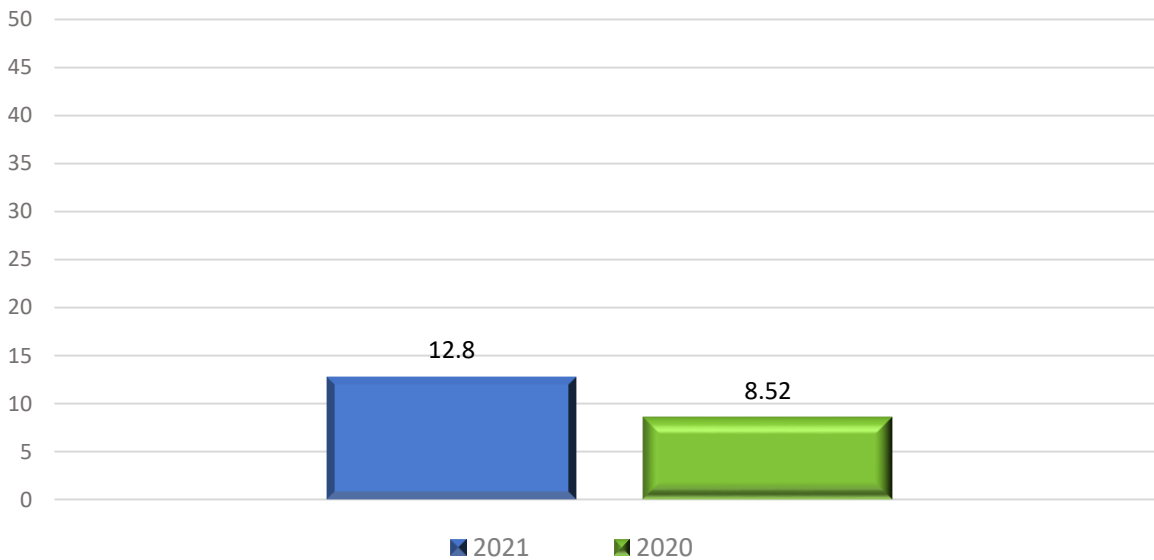


Clinic: December

Rural Health Clinic Encounters by Month

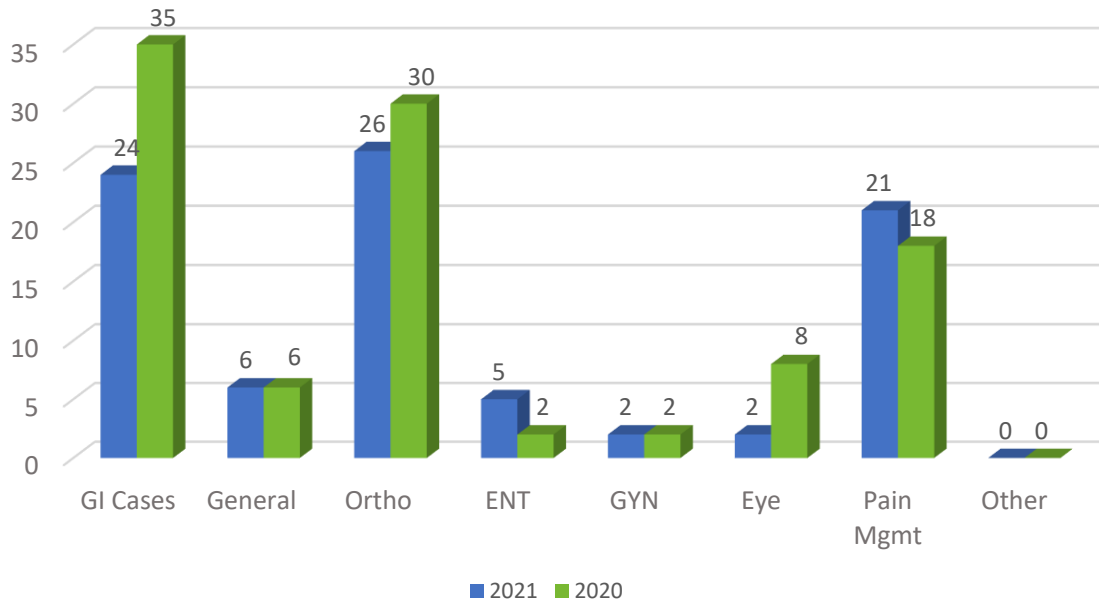


Average Daily Walk-Ins



Surgery

Surgery Cases by Month
2021 compared to 2020





**THE UPPER SAN JUAN HEALTH SERVICE DISTRICT
DOING BUSINESS AS PAGOSA SPRINGS MEDICAL CENTER**

**MEDICAL STAFF REPORT BY CHIEF OF STAFF, JOHN WISNESKI
January 25, 2022**

I. STATEMENT OF THE MEDICAL STAFF'S RECOMMENDATIONS FOR THE USJHSD BOARD ACCEPTANCE OF NEW POLICIES OR PROCEDURES ADOPTED BY THE MEDICAL STAFF:

RECOMMENDATION	DESCRIPTION
Tracking License, Insurance, and Certification Expirations	Revised Medical Staff Policy
Locum Tenens Practitioner Credentialing	Revised Medical Staff Policy
Credentials Information Verification	Revised Medical Staff Policy
Credentialing	Revised Medical Staff Policy
At-Large Representative on the Medical Executive Committee	Revised Medical Staff Policy
Credentialing Burden on the Applicant	Revised Medical Staff Policy

II. STATEMENT OF THE MEDICAL STAFF'S RECOMMENDATIONS FOR THE USJHSD BOARD ACCEPTANCE OF PROVIDER PRIVILEGES (ACCEPTANCE BY THE BOARD RESULTS IN THE GRANT OF PRIVILEGES):

NAME	INITIAL/REAPPOINT/CHANGE	TYPE OF PRIVILEGES	SPECIALTY
Thomas Bullock, MD	Initial Appointment	Telemedicine/Teleneurology	Neurology & Epilepsy
Margaret Deaver, LSW	Initial Appointment	BHP/LSW	Licensed Social Worker
John Greenert, MD	Initial Appointment	Telemedicine/Teleneurology	Neurology
David McNaul, MD	Initial Appointment	Telemedicine/Teleradiology	Diagnostic Radiology
Brian Morgan, DO	Initial Appointment	Telemedicine/Telepsychiatrist	Psychiatry
Linda Sanchez, LPC	Initial Appointment	BHP/LPC	Licensed Professional Counselor
David Somsen, MD	Initial Appointment	Telemedicine/Teleradiology	Diagnostic Radiology
Jordan Wildman, LPC	Initial Appointment	BHP/LPC	Licensed Professional Counselor
Kimberly Williams, LCSW	Initial Appointment	BHP/LCSW	Licensed Clinical Social Worker
Ian Wright, MD	Initial Appointment	Telemedicine/Teleradiology	Diagnostic Radiology
Kimberly Wright, MD	Initial Appointment	Telemedicine/Teleradiology	Diagnostic Radiology

III. REPORT OF NUMBER OF PROVIDERS BY CATEGORY

Active: 19
 Courtesy: 22
 Telemedicine: 126
 Advanced Practice Providers & Behavioral Health Providers: 17
 Honorary: 1
 Total: 185

IV. **MEDICAL STAFF BYLAWS** (report - not a consent agenda item)

At their meeting on January 17th, 2022. The Medical Executive Committee determined there is a need to revise the Medical Staff bylaws in regards to credentialing and privileging all Behavioral Health Providers (BHPs). This is because PSMC needs to contract for tele-behavioral health services with outside groups for behavioral health crisis response in our Emergency and Inpatient Departments. These BHPs will need to be processed quickly and via a different procedure than the proxy credentialing process already used for other telehealth services. The intent of the revision is to require that only employed or directly contracted BHPs would need to be credentialed and privileged. These revisions, which are not expected to be substantial, will likely be sent to this Board of Directors by the March Board Meeting.

**UPPER SAN JUAN HEALTH SERVICE DISTRICT
D/B/A PAGOSA SPRINGS MEDICAL CENTER**

**Formal Written Resolution 2022-01
January 25, 2022**

**APPOINTING A DESIGNATED ELECTION OFFICIAL AND
AUTHORIZING DESIGNATED ELECTION OFFICIAL
TO CANCEL ELECTION**

(C.R.S. Section 32-1-804(2), 1-1-111(2), 1-5-208(1.5), 1-11-103(3))

WHEREAS, pursuant to Section 32-1-804(2), C.R.S., the Board of Directors of the Upper San Juan Health Service District, Archuleta, and portions of Hinsdale and Mineral Counties, Colorado is authorized to designate a Designated Election Official (the “DEO”) to exercise the authority of the Board in conducting the election; and

WHEREAS, pursuant to 1-5-208, C.R.S., the Board can authorize the DEO to cancel the election upon certain conditions;

NOW, THEREFORE, be it resolved by the Board of Directors of the Upper San Juan Health Service District, Archuleta, and portions of Hinsdale and Mineral Counties, Colorado that:

1. The Board hereby names its Clerk to the Board, **Heather Thomas**, as the DEO for the regular special district election scheduled for the 3rd day of May, 2022;
2. The Board hereby authorizes and directs the DEO, if the only matter before the electors is the election of persons to office, to cancel said election and declare the candidates elected, if at the close of business on the sixty-third day before the election there are not more candidates than offices to be filled, including candidates filing affidavits of intent to run as write-in candidates.
3. The Board further authorizes and directs the DEO to publish and post a Notice of Cancellation of election in the offices of the DEO, the county Clerk and Recorder of each county in which the special district is located. The DEO shall also notify the candidates that the election was cancelled and they are elected by acclamation.
4. Pursuant to § 1-11-103(3), and § 1-13.5-513(1) and (4), if the DEO has cancelled the election, the DEO or district will file this resolution, together with the Notice of Cancellation, with the Division of Local Government.

Upper San Juan Health Service District

Resolution 2022-01

Page 2 of 2

ADOPTED and APPROVED this 25th day of January, 2022, by the Board of Directors of the Upper San Juan Health Service District, Archuleta, and portions of Hinsdale and Mineral Counties, Colorado.

Gregory J. Schulte, as Chairman of the Board
and President of the District

(DISTRICT SEAL)

**UPPER SAN JUAN HEALTH SERVICE DISTRICT
D/B/A PAGOSA SPRINGS MEDICAL CENTER**

**Formal Written Resolution 2022-02
January 25, 2022**

TERMS FOR THE REGULAR DISTRICT ELECTION FOR MAY 2020

(C.R.S. Sections 32-1-804 and 1-1-111)

WHEREAS, in accordance with the Special District Act (“Act”) and the Uniform Election Code of 1992 (“Code”), the Upper San Juan Health Service District (“USJHSD”), in Archuleta, and portions of Hinsdale and Mineral Counties, Colorado will hold a regular special district election on **May 3, 2022**, (“Election”) for the purpose of the election of certain Board members; and

WHEREAS, the following Board seats will be on the ballot and elected at the Election:

- | | |
|--|------------------|
| A. The seat currently held by Greg Schulte: | 3-year term; |
| B. The seat currently held by Jason Cox: | 3-year term; |
| C. The seat currently held by Karin Daniels: | 3-year term; and |
| D. The seat currently held by Kate Alfred: | 3-year term. |

WHEREAS, C.R.S. Sections 21-1-305.5 was amended to change election years to off-numbered years (after the 2022 election) and as such, the statute now mandates: “The terms of office of the Directors elected in the regular special district elections held in 2020 and 2022 are for three years.”

WHEREAS, the terms of office of the existing Directors named above shall expire after their successors are elected at the Election and the successors take office at the next regular meeting of the USJHSD Board (scheduled for May 24, 2022).

NOW, THEREFORE, be it resolved by the Board of Directors of the Upper San Juan Health Service District, in Archuleta, and portions of Hinsdale, and Mineral Counties, Colorado that:

1. Pursuant to and in accordance with the Act, Code, and other applicable laws, the regular election of the eligible electors of the District shall be held on May 3, 2022, between the hours of 7:00 a.m. and 7:00 p.m. MST and four Directors will be elected, each to serve a three-year term.
2. USJHSD will hold either a polling place election or a mail-in ballot election, as will be subsequently determined by USJHSD subject to compliance with all applicable laws then in effect. Such election will be held by USJHSD and does not have to be a coordinated election with the counties where the district is located.
3. The USJHSD Board of Directors has designated the Clerk to the Board of Directors, Heather Thomas, as the Designated Election Official of the District (the “DEO”), and the DEO is hereby authorized and directed to proceed with any action necessary or appropriate to effectuate the provisions of this Resolution and the Act, Code, TABOR or other applicable laws. The Election shall be conducted in accordance with the Act, Code, TABOR and other applicable laws. Among other matters, the DEO shall publish the call for nominations, appoint election judges as necessary, appoint the Canvass Board, arrange for the required notices of election, including the TABOR notice, and printing of ballots, and direct that all other appropriate actions be accomplished.

4. If applicable and if other special districts with overlapping boundaries of the District are conducting ballot issue elections on the Election Day, the District acknowledges that it is required to enter into an intergovernmental agreement with such special districts concerning the preparation and mailing of the TABOR Notice to the registered electors within the overlapping area. The DEO is authorized, following consultation with legal counsel for the District, to enter into such agreement on behalf of the District.
5. Applications for absentee ballots may be filed with the DEO of the District by emailing said completed form to DEO@PSMedicalCenter.org or mailing said completed form to 95 S. Pagosa Blvd., Pagosa Springs, CO 81147 by the close of business (4:30 p.m. MST) on the Tuesday immediately preceding the election (Tuesday, April 26, 2022). All absentee ballots must be returned to the DEO no later than 7:00 p.m. MST on election day.
6. Self-Nomination and Acceptance forms are available by emailing a request to DEO@PSMedicalCenter.org or downloading said form from the District's website at www.pagosaspringsmedicalcenter.org. All candidates must file a Self-Nomination and Acceptance form with the DEO no later than the close of business (time: 4:30 p.m. MST) on Friday, February 25, 2022 by emailing said completed form to DEO@PSMedicalcenter.org or mailing said completed form to 95 S. Pagosa Blvd., Pagosa Springs, CO 81147.
7. If the only matter before the electors is the election of Directors of the District and if, at the close of business on February 28, 2022 (4:30 p.m. MST), there are not more candidates than offices to be filled at the Election, including candidates timely filing affidavits of intent, the DEO shall then cancel the Election and declare the candidates elected on March 1, 2022. Notice of such cancellation shall be published and posted in accordance with the Code.
8. Pursuant to Section 1-11-203.5, C.R.S., any election contest arising out of a ballot issue or ballot question election concerning the order of the ballot or the form or content of the ballot title shall be commenced by petition filed with the proper court within five (5) days after the title of the ballot issue or ballot question is set.
9. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this Resolution, it being the Board's intention that the various provisions hereof are severable.
10. Any and all actions previously taken by the DEO or the Secretary of the Board of Directors or any other persons acting on their behalf pursuant to the Act, the Code or other applicable laws, are hereby ratified and confirmed.
11. All acts, orders, and resolutions, or parts thereof, of the Board which are inconsistent or in conflict with this Resolution are hereby repealed to the extent only of such inconsistency or conflict.
12. The provisions of this Resolution shall take effect immediately.

Upper San Juan Health Service District
Resolution 2022-02
Page **3** of **3**

ADOPTED and APPROVED by the Board of Directors of the Upper San Juan Health Service District on this 25th day of January, 2022.

Greg Schulte, as Chairman of the Board

(DISTRICT SEAL)

**A CALL FOR NOMINATIONS
(NOTICE BY PUBLICATION OF)**

§1-13.5-501, 1-13.5-1102(3), 32-1-905(2), C.R.S.

TO WHOM IT MAY CONCERN, and, particularly, to the electors of the Upper San Juan Health Service District of Archuleta, and portions of Hinsdale and Mineral Counties, Colorado.

NOTICE IS HEREBY GIVEN that an election will be held on the 3rd day of May, 2022, between the hours of 7:00 a.m. and 7:00 p.m. At that time, four (4) directors will be elected to serve 3-year terms. Eligible electors of the Upper San Juan Health District interested in serving on the board of directors may obtain a Self-Nomination and Acceptance form from the District Designated Election Official (DEO):

Heather Thomas (Designated Election Official)

95 S. Pagosa Blvd. (DEO Address)

Pagosa Springs, CO 81147 (DEO Address)

(970) 507-3815 (DEO Telephone)

DEO@PSMedicalCenter.org (DEO Email Address)

www.pagosaspringsmedicalcenter.org (District Website)

The Office of the DEO is open on the following days: Monday through Friday, from 8:00 a.m. to 4:30 p.m. MST.

The deadline to submit a Self-Nomination and Acceptance is close of business (4:30 p.m. MST) on **February 25, 2022** (not less than 67 days before the election).

Affidavit of Intent to be a Write-In-Candidate forms must be submitted to the office of the designated election official by the close of business (4:30 p.m. MST) on **Monday, February 28, 2022** (the sixty-fourth day before the election).

NOTICE IS FURTHER GIVEN, an application for an absentee ballot shall be filed with the designated election official no later than the close of business (4:30 p.m. MST) on **Tuesday** preceding the election, **April 26, 2022**.

UPPER SAN JUAN HEALTH SERVICE DISTRICT

By: /s/ Heather Thomas
Designated Election Official

Published in: The Pagosa Springs SUN

Published on: 1/27/2022, 2/3/2022, 2/10/2022 and 2/17/2022

**SELF- NOMINATION AND ACCEPTANCE FOR
UPPER SAN JUAN HEALTH SERVICE DISTRICT**

C.R.S. 1-13.5-303; 1-45-109(1); 1-45-110; SOS CPF Rule 16; 1-4-908(1); 1-4-912

I, _____
(full name of the candidate as the name will appear on the ballot, cannot use titles such as "MD," "Reverend," or "Chief")

who reside at: _____
(Residence Street Name and Number)

(City or Town, Zip Code)

(County, State)

(Mailing Address, if different from residence address)

whose email address is: _____
(Email Address)

hereby nominate myself and accept such nomination for the office of Director for a **three**-year term on the Board of Directors of the Upper San Juan Health Service District at the regular election on May 3, 2022, **and will serve if elected.**

I affirm that I am an eligible elector of the Upper San Juan Health Service District and am an eligible elector at the date of signing this Self-Nomination and Acceptance Form (or letter).

I am an eligible elector because I am registered to vote in Colorado and am (mark one):

- ☐ A resident of the District, or area to be included in the district; or
- ☐ The owner (or spouse/civil union partner of owner) of taxable real or personal property situated within the boundaries of the District, Spouse's Name, if property is in spouse's name:
- ☐ A person who is obligated to pay taxes under a contract to purchase taxable property within the District.

Mark here _____ if you are a member of an executive board of a unit owner's association, as defined in § 38-33.3-103 of the Colorado Revised Statutes, located within the boundaries of the district for which you are running for office.

I further affirm that I am familiar with the provisions of the Fair Campaign Practices Act as required in § 1- 45-110 of the Colorado Revised Statutes, and I will not, in my campaign for this office, receive contributions or make expenditures exceeding \$200 in the aggregate during the election cycle, however, if I do so, I will thereafter file all disclosure reports required under the Fair Campaign Practices Act.

DATED this _____ day of _____, 20____.

WITNESSED by the following registered elector:

(Signature of Candidate)

(Signature of Witness)

(Printed Full Name of Candidate)

(Printed Full Name of Witness)

(Email Address)

(Residence Address)

(Telephone Number)

(City or Town, Zip Code)

For Use by the Designated Election Official:

Received on: _____, at: _____ Received by: _____
(Date) (Time) (Name)

Self-Nomination Form Deemed:

Sufficient on: _____ (Date/Time)

Not Sufficient on: _____ Candidate Notified on: _____ (Date)

Received Amended Form on: _____ (Date/Time)

Amended Form Sufficient on: _____ (Date/Time)

County in which the district court that authorized the creation of the special district is located: _____
County.

Copy sent to Secretary of State on: _____ (Date) [If the election is not cancelled, the self-nomination and acceptance form must be filed with the Secretary of State no later than the 60th day prior to the election, March 4, 2022.].

*****ATTENTION: DO NOT FILE WITH THE SECRETARY OF STATE IF YOUR ELECTION IS CANCELLED!**



MINUTES OF REGULAR BOARD MEETING
Tuesday, December 28, 2021
5:30 PM
The Board Room
95 South Pagosa Blvd., Pagosa Springs, CO 81147

The Board of Directors of the Upper San Juan Health Service District (the “Board”) held its regular board meeting on December 28, 2021, at Pagosa Springs Medical Center, The Board Room, 95 South Pagosa Blvd., Pagosa Springs, Colorado as well as via Zoom video communications.

Directors Present: Chair Greg Schulte, Treasurer-Secretary Mark Zeigler, and Director Kate Alfred.

Present via Zoom: Director Dr. Jim Pruitt, Director Karen Daniels, and Director Jason Cox.

Director(s) Absent: Vice-Chair Matt Mees. (The noted absence was approved due to prior notification.)

1) CALL TO ORDER

- a) Call for quorum: Chair Schulte called the meeting to order at 5:30 p.m. MST and Clerk to the Board, Heather Thomas, recorded the minutes. A quorum of directors was present and acknowledged.
- b) Board member self-disclosure of actual, potential or perceived conflicts of interest: There were none.
- c) Approval of the Agenda: The Board then noted approval of the agenda as presented.

2) PUBLIC COMMENT

There was none.

3) PUBLIC HEARING ON THE 2021 SUPPLEMENTAL BUDGET AND APPROPRIATION FOR USJHSD

Chair Schulte, opened the public hearing at 5:32 p.m. MST, by referencing the newspaper notice published in The Pagosa Springs SUN and noted the purpose of the hearing is a proposed Supplemental Budget and Appropriation to the 2021 Budget related to Upper San Juan Health Service District’s receipt of unanticipated revenues.

A brief overview was presented by CFO, Chelle Keplinger, regarding the unanticipated revenues. Questions were asked and answered of the Board.

Chair Schulte asked for comments from the public. There were no public comments. The Board then motioned and accepted Resolution 2021-22 regarding approval of the 2021 Supplemental Budget and Appropriation as notated below. Chair Schulte then closed the Public Hearing at 5:37 p.m. MST.

4) DECISION AGENDA

a) Consideration of Resolution 2021-22

Director Alfred motioned to accept Resolution 2021-22 regarding approval of the 2021 Supplemental Budget and Appropriation. Upon motion seconded by Treasurer-Secretary Zeigler, the Board unanimously accepted said resolution.

b) Consideration of Resolution 2021-23:

Chair Schulte gave a brief overview of Resolution 2021-23. Questions were asked and answered.

Director Cox motioned to accept Resolution 2021-23 to ratify hazard pay. Upon motion seconded by Director Daniels, the Board unanimously accepted said resolution.

5) CONSENT AGENDA

Treasurer-Secretary Zeigler motioned to approve the Board Member absences, regular meeting minutes of 11/16/2021, the Special Meeting of 12/14/2021.

Upon motion seconded by Director Alfred the Board unanimously approved said consent agenda items, with abstention of Chair Schulte.

6) REPORTS

a) Oral Reports

i) Chair Report

Chair Schulte advised the Board of the upcoming annual evaluation of the CEO. The current plan is for the Clerk to the Board, Ms. Thomas, will email to the Board the evaluation forms on January 7, 2022. The evaluation will be conducted in executive session at the January 25, 2022 regular meeting.

ii) CEO Report

CEO Dr. Rhonda Webb discussed the following updates:

- There continues to be difficulty transferring patients to area hospitals due to staff shortages.
- PSMC is experiencing severe staffing shortages, which has led to the cancellation of same-day COVID-19 rapid testing, except for the patients being seen for illness. Questions were asked and answered.
- As reported in the IC Report, PSMC has been seeing an increase in COVID-19 positives.
- PSMC has received personnel assistance from Homeland Security based out of the state of Colorado. Four staff members have been provided to assist with the monoclonal antibody treatments provided through PSMC's Aspen Room. Questions were asked and answered.

iii) Executive Committee

There was no report.

iv) Foundation Committee

There was no report.

v) Facilities Committee

There was no report.

vi) Strategic Planning Committee

There was no report.

vii) Finance Committee & Report

CFO, Chelle Keplinger, presented and discussed the PowerPoint presentations regarding financials for November 2021. Questions were asked and answered.

Treasurer-Secretary Zeigler noted the Finance Committee had discussed the recent hiring of a company to provide a salary survey to begin in January 2022 and complete by summer 2022.

Treasurer-Secretary Zeigler noted the Finance Committee's recommendation to accept the November 2022 financials as presented.

b) Written Reports

i) Operations Report

There were no questions.

ii) Medical Staff Report

There was no report.

7) **EXECUTIVE SESSION**

The Board did not meet in executive session.

8) **OTHER BUSINESS**

There was no other business.

9) **ADJOURN**

There being no further business, Chair Schulte adjourned the meeting at 6:18 p.m. MST.

Respectfully submitted by:

Heather Thomas, serving as Clerk to the Board

**UPPER SAN JUAN HEALTH SERVICE DISTRICT
D/B/A PAGOSA SPRINGS MEDICAL CENTER**

**Formal Written Notice
January 25, 2022**

**NOTICE REGARDING POSTING FOR MEETINGS and
REGULAR BOARD MEETING SCHEDULE FOR 2022**

WHEREAS, Special Districts are required by Colorado Revised Statutes Section 24-6-402(2)(c) to designate annually at the District Board's first regular meeting of each calendar year, the place at which meeting notices will be posted at least 24 hours prior to each meeting; and

WHEREAS, pursuant to House Bill 19-1087, codified in § 24-6-402, C.R.S., as of August 2, 2019, Special Districts are authorized to post full and timely notice of its meetings no less than twenty-four hours prior to the holding of the meeting on the public website of the District; and

WHEREAS, the District's website is accessible at no charge to the public, and the District has provided the website address to the Department of Local Affairs for inclusion in the inventory maintained pursuant to § 24-32-116, C.R.S.; and

WHEREAS, the District will retain one physical location within the District boundaries designated for posting notice no less than twenty-four hours prior to a meeting if the District is unable to post a notice online in the exigent or emergency circumstances, such as a power-outage or an interruption in internet service, that prevents the public from accessing the notice online.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE UPPER SAN
JUAN HEALTH SERVICE DISTRICT HEREBY RESOLVES AS FOLLOWS:**

1. Designated Posting Location. Pursuant to § 24-6-402, C.R.S., the District's designated posting location for public meetings (regular, special, and study sessions) shall be on the District's webpage, accessible online at the following address:

www.pagosaspringsmedicalcenter.org

2. Designated Physical Posting Location. In the event of exigent or emergency circumstances, such as a power outage or an interruption in internet service, that prevents the public from accessing the online designated posting location or prevents the District from posting a notice at the online designated posting location, the District will post notice of public

meetings at least twenty-four hours prior to the meeting at the following physical location within the District:

Pagosa Springs Medical Center
95 S. Pagosa Boulevard
Pagosa Springs, Colorado

3. For 2022, the USJHSD Board of Directors shall meet at 5:30 p.m. on the **FOURTH TUESDAY** of each month (*exception for the month of November as noted below*) at Pagosa Springs Medical Center located at 95 S. Pagosa Boulevard, Pagosa Springs.

SCHEDULE OF REGULAR MEETING DATES:

January 25, 2022	July 26, 2022
February 22, 2022	August 22, 2022
March 22, 2022	September 27, 2022
April 26, 2022	October 25, 2022
May 24, 2022	November 15, 2022 (<i>3rd Tuesday</i>)
June 28, 2022	December 27, 2022

Questions concerning meetings should be directed to the Clerk of the Board, Heather Thomas, at 95 S. Pagosa Blvd., Pagosa Springs, Colorado, telephone number 970-731-3700.

APPROVED by the Board of Directors of the Upper San Juan Health Service District on this 25th day of January, 2022.

Greg Schulte, as Chairman of the Board
and President of the District

20_22 SPECIAL DISTRICT "TRANSPARENCY NOTICE"

Notice to Electors 32-1-809 C.R.S.

**Legal Name of
Special District:**

UPPER SAN JUAN HEALTH SERVICE DISTRICT

This information must be provided¹ annually to the eligible electors of the district between November 16 and January 15.

Address and telephone number of district's principal business office	95 S. Pagosa Boulevard Pagosa Springs, CO 81147 (970) 731-3700
Name and telephone of manager or other primary contact person for district	Heather Thomas, Clerk to the Board (970) 731-700
Email address of primary contact (Optional)	Heather.Thomas@PSMedicalCenter.org
District's website address (Required if choosing to post meeting notices online per HB 19-1087)	www.pagosaspringsmedicalcenter.org
Time and place designated for regular board meetings [per C.R.S. 32-1-903]	Fourth Tuesday of every month, except for the month of November (which shall be the third Tuesday in November) at 5:30 p.m., 95 S.Pagosa Blvd., Pagosa Springs, CO. Exceptions noted: 3rd Tuesday in November
Posting place designated for meeting Notice [per C.R.S. 24-6-402(2)(c)]	https://www.pagosaspringsmedicalcenter.org

Names and Contact Information of Board Members <i>Check applicable boxes for a Board Member whose seat will be on the ballot at the next regular election.</i>	(1) Board Chair Name: <u>Greg Schulte</u> Contact Info: (970) 731-3700 <u>95 S. Pagosa Blvd., Pagosa Springs, CO</u> <input checked="" type="checkbox"/> This office included on next regular election ballot for a <input type="checkbox"/> One-year term <input type="checkbox"/> Three-year term	(2) Name: <u>Matt Mees</u> Contact Info: (970) 731-3700 <u>95 S. Pagosa Blvd., Pagosa Springs, CO</u> <input type="checkbox"/> This office included on next regular election ballot for a <input type="checkbox"/> One-year term <input type="checkbox"/> Three-year term
	(3) Name: <u>Kate Alfred</u> Contact Info: (970) 731-3700 <u>95 S. Pagosa Blvd., Pagosa Springs, CO</u> <input checked="" type="checkbox"/> This office included on next regular election ballot for a <input type="checkbox"/> One-year term <input type="checkbox"/> Three-year term	(4) Name: <u>Dr. Jim Pruitt</u> Contact Info: (970) 731-3700 <u>95 S. Pagosa Blvd., Pagosa Springs, CO</u> <input type="checkbox"/> This office included on next regular election ballot for a <input type="checkbox"/> One-year term <input type="checkbox"/> Three-year term
	(5) Name: <u>Karin Daniels</u> Contact Info: (970) 731-3700 <u>95 S. Pagosa Blvd., Pagosa Springs, CO</u> <input checked="" type="checkbox"/> This office included on next regular election ballot for a <input type="checkbox"/> One-year term <input type="checkbox"/> Three-year term	
For seven-member boards	(6) Name: <u>Jason Cox</u> Contact Info: (970) 731-3700 <u>95 S. Pagosa Blvd., Pagosa Springs, CO</u> <input checked="" type="checkbox"/> This office included on next regular election ballot for a <input type="checkbox"/> One-year term <input type="checkbox"/> Three-year term	(7) Name: <u>Mark Zeigler</u> Contact Info: (970) 731-3700 <u>95 S. Pagosa Blvd., Pagosa Springs, CO</u> <input type="checkbox"/> This office included on next regular election ballot for a <input type="checkbox"/> One-year term <input type="checkbox"/> Three-year term

Date of next regular election	May ____, 20__	
<p>Self-nomination forms to be a candidate for district board member may be obtained from and should be returned to the Designated Election Official (or Board Chair or Secretary if no DEO). [per C.R.S. 1-13.5-303]</p> <p>Self-nomination forms for the next regular election must be received by the district by:</p> <p style="text-align: center;">_____, 20__, no later than ____:____ PM.</p> <p>Applications for absentee voting or for permanent absentee voter status are available from and must be returned to the Designated Election Official. [per C.R.S. 1-13.5-1003]</p>		
<p>Designated Election Official: _____</p> <p>Contact Address: _____</p> <p>Contact Phone: _____</p>		
District election results will be posted on these websites:	<p>Secretary of State https://www.sos.state.co.us</p>	<p>Department of Local Affairs https://dola.colorado.gov/lgis</p>

District Mill Levy	_____ mills, for collection in 20__
Total ad valorem tax revenue received in the previous year (note if unaudited or otherwise incomplete)	\$ _____

File copy of this Notice with:

- ☐ Clerk and Recorder of each county in which the district is wholly or partially located
- ☐ Assessor of each county in which the district is wholly or partially located
- ☐ Treasurer of each county in which the district is wholly or partially located
- ☐ Board of commissioners of each county in which the district is wholly or partially located
- ☐ Governing body of any municipality in which the district is wholly located
- ☐ Division of Local Government
- ☐ District's principal business office where it shall be available for public inspection

¹ Notice must be provided in one or more of the following manners:

- a) Mail Notice separately to each household where one or more eligible electors of the special district resides (Note: Districts with overlapping boundaries may combine mailed Notices, so long as the information regarding each district is separately displayed and identified);
- b) Include Notice as a prominent part of a newsletter, annual report, billing insert, billing statement, letter, voter information card or other Notice of election, or other informational mailing sent by the district to the eligible electors;
- c) Post Notice on district's official website (Note: You must also provide the Division of Local Government (<http://www.colorado.gov/dola>) with the address of your district's website in order to establish a link on the DLG's site. Please use our Contact Update form available on our website or by request.);
- d) Post Notice on website of the Special District Association of Colorado (<http://www.sdaco.org>) (Note: Your district must be an SDA member. Send Notice to SDA by mail or electronic transmission); or
- e) For a special district with less than one thousand eligible electors that is wholly located within a county with a population of less than thirty thousand, posting the Notice in at least three public places within the limits of the special district and, in addition, posting a Notice in the office of the County Clerk and Recorder of the county in which the special district is located. Such Notices shall remain posted until the Tuesday succeeding the first Monday of the following May.



Upper San Juan Health Service District (USJHSD)
CONFLICT OF INTEREST DISCLOSURE AGREEMENT

Preliminary note: In order to be more comprehensive, this statement of disclosure/questionnaire also requires information with respect to certain parties that are related to you. These persons are termed “*affiliated persons*” and include the following:

- Your spouse, domestic partner, child, mother, father, brother or sister
- Any corporation or organization of which you are a board member, an officer, a partner, participate in management or are employed by, or are, directly or indirectly, a debt holder or the beneficial owner of any class of equity securities
- Any trust or other estate in which you have a substantial beneficial interest or as to which you serve as a trustee or in a similar capacity.

1. NAME OF PERSON: (Please print)

2. CAPACITY:

☐ Board of Directors ☐ Executive Committee ☐ Volunteer
☐ Committee Member ☐ Staff (position): _____

3. Have you or any affiliated persons provided services or property to USJHSD in the past year?
☐ YES ☐ NO

If yes, please describe the nature of the services or property and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

4. Have you or any affiliated persons purchased services or property from USJHSD in the past year?
☐ YES ☐ NO

If yes, please describe the transaction(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

5. Please indicated whether you or any of your affiliated persons had any direct or indirect interest in any business transaction(s) in the past year to which USJHSD was/is a party:

☐ YES ☐ NO

If yes, please describe the transaction(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

6. Were you or any of your affiliated persons indebted to pay money to USJHSD at any time in the past year?

☐ YES ☐ NO

If yes, please describe the indebtedness and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

7. In the past year, did you or any of your affiliated persons receive, or become entitled to receive, directly or indirectly, any personal benefits from USJHSD or as a result of your relationship with USJHSD, that in the aggregate could be valued in excess of \$1,000.00, that were not or will not be compensation directly related to your duties to USJHSD?

☐ YES ☐ NO

If yes, please describe the benefit(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

8. Are you or any of your affiliated persons a party to or have an interest in any pending legal proceedings involving USJHSD?

☐ YES ☐ NO

If yes, please describe the proceeding(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

9. Have you or any of your affiliate persons entered into a contract for valuable consideration with the District which is currently in effect?

☐ YES ☐ NO

If yes, please specify such contract, agreement or transaction and the value of such benefit:

10. Do you or any of your affiliated persons intend to enter into a contract for valuable consideration with the District?

___ YES ___ NO

If yes, please specify such contract, agreement or transaction and the value of such benefit:

11. Are you aware of any other events, transactions, arrangements or other situations that have occurred or may occur that you believe should be examined by USJHSD's Board of Executive Committee in accordance with the terms and intent of USJHSD's Conflict of Interest policy?

___ YES ___ NO

If yes, describe the situation(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

12. Are you an elected or appointed official to the board of any other local government or other entity that does business with the District?

___ YES ___ NO

If so, please specify your position and the local government or entity:

I HEREBY CONFIRM that I have read and understand USJSHD's Conflict of Interest policy, and that my responses to the questions above are complete and correct to the best of my knowledge.

Furthermore, I agree that if I become aware of any information that might indicate that this disclosure is inaccurate or that I have not complied with this policy, I will notify the Board Chair immediately.

Signature

Date



Upper San Juan Health Service District (USJHSD) GIFT POLICY AND DISCLOSURE FORM

As part of its Conflict of Interest policy, USJHSD requires that Board of Directors, officers, staff, committee members and volunteers of USJHSD decline to accept certain gifts, consideration or remuneration from individuals or companies that seek to do business with USJHSD or are a competitor of it. This policy and disclosure form is intended to implement that prohibition on gifts.

Responsible Person is any person serving as a Board of Directors member, officer, staff, committee member or volunteer of USJHSD.

Family Member is a spouse, domestic partner, parent, child or spouse of a child, or a brother, sister, or spouse of a brother or sister, of a Responsible Person.

Contract or Transaction is any agreement or relationship involving the sale or purchase of goods, services or rights of any kind, receipt of a loan or grant, or the establishment of any other pecuniary relationship. The making of a gift to USJHSD is not a “contract” or “transaction.”

Prohibited Gifts, Gratuities and Entertainment

Except as approved by the Chairman of the Board or his/her designee or for gifts of a value less than \$50 which could not be refused without discourtesy, no Responsible Person or Family Member shall accept gifts, entertainment or other favors from any person or entity which:

1. Does or seeks to do business with USJHSD or,
2. Does or seeks to compete with USJHSD or,
3. Has received, is receiving, or is seeking to receive a Contract or Transaction with USJHSD.

GIFT STATEMENT

I certify that I have read the above policy concerning gifts, and I agree that I will not accept gifts, entertainment or other favors from any individual or entity, which would be prohibited by the above policy. Following my initial statement, I agree to provide a signed statement at the end of each calendar year certifying that I have not received any such gifts, entertainment or other favors during the preceding year.

Signature

Date