



**Board of Directors Present**

Terry Harrington      Ryan Cundall      Troy Earls      Joe Auffert      Randall Dennis      Missy Kilkenny

**Board of Directors Absent**

**Other Persons Present**

Jolaine Lashley, CEO      Charles Rader, COO

**September 20<sup>th</sup>, 2022 Meeting Minutes**

Troy Earls, Chairman called the September 20<sup>th</sup>, 2022, *SHCA Board of Directors Meeting* to order at 6:06 pm

**OLD BUSINESS**

**August 2022 Board Meeting Minutes:**

- Following a review of the August 2022 minutes: no questions presented.

Joe Auffert made a motion to accept the August 2022 board minutes as presented; motion seconded by Randall Dennis, Ryan Cundall in favor, Terry Harrington in favor, Missy Kilkenny in favor, Troy Earls in favor; all in favor, motion carried.

**August 2022 Closed Board Minutes:**

- No closed board minutes to approve.

**September 2022 Special Board Meeting Minutes:**

- Following a review of the September Special Board Meeting: no questions presented:

Ryan Cundall made a motion to accept the September 2022 Special Board Meeting minutes as presented, seconded by Terry Harrington, Joe Auffert in favor, Troy Earls in favor, Missy Kilkenny in favor, Randall Dennis in favor, all in favor; motion carried.

**CEO's Report:**

**Operational:**

- **Sales tax:**
  - Received first of September 2022 was \$ 225,302.81
- **Updates**
  - Supreme Sealcoating was completed and paid in full:
    - They will return to place tar in cracks when completely dry.

- Server a/c situation:
  - Still waiting for the parts to arrive to complete the repairs
- Medicaid revalidation:
  - Has been completed and submitted.
- Retirement findings:
  - Contract sent to update our retirement plan to include “loans” for employees.
  - This plan would also have a hardship clause available that would basically limit how and what the employees could use the funds for.
  - After a brief discussion, it was decided that there was no need to change the existing plan if there are “hardship” guidelines to be in place.
- Downstairs environment:
  - Humidifier filter changed and has improved the humidity level in sleep rooms.
- Repairs to appliances:
  - Oven door repaired and ice maker cleaned.

**NEW BUSINES**

**August 2022 General Ledger:**

- Following a review of the August 2022 general ledger – no questions presented.

**Troy Earls made a motion to accept the general ledger as presented; motion seconded by Joe Auffert; Ryan Cundall in favor, Randall Dennis in favor, Missy Kilkenny in favor, Terry Harrington in favor; all in favor; motion carried.**

**August 2022 Account Balances:**

- General Account balances – no questions presented –
- Money Market Account balances – graph presented, no questions

**August 2022 expenses/revenues:**

- Reviewed the August expenses/revenues with no questions presented.

**August 2022 billing receivables summary report:**

- New report with Digitech was reporting 59% net collections through August 2022.

<b>WEST PLAINS BANK</b>	
General Account	\$ 117,399.15
Money Market	\$ 2,339,671.02
<b>TOTAL</b>	<b>\$ 2,457,070.17</b>

**Departmental Reports:**

**Operational:**

- Updating downstairs environment:
  - Bids presented from two businesses for replacing carpet and installing LVT in all rooms and hallways.
  - Discussion about getting bids with similar wear layers for the LVT, before motion was made.

**Ryan Cundall made a motion to get similar bids for wear layers and then select the best bid, not to exceed \$11,607.50; motion seconded by Randall Dennis, Missy Kilkenny in favor, Terry Harrington in favor, Troy Earls in favor, Joe Auffert in favor; all in favor; motion carried.**

- EMS Legal Representative:
  - With the passing of Frank Foster, the firm EMS Legal Services, now under operations by Frank Flaspohler, has sent a letter honoring our contract until December 31, 2022, and is asking the board if they will want to continue service or seek legal counsel elsewhere.
- After a brief discussion:

**Troy Earls made a motion to continue service with EMS Legal Services with Frank Flaspohler for another year, starting January 2023; motion seconded by Terry Harrington, Ryan Cundall in favor, Missy Kilkenny in favor, Joe Auffert in favor, Randall Dennis in favor; all in favor; motion carried.**

**IT:**

- Work is still progressing on the new timecard program.

**Education:**

- EMT and Medic classes are going well. No issues to report.
- Will be requesting new tables at next board meeting.

**Human Resources:**

- We are fully staffed and no employee issues to report.
- Christmas party scheduled for Saturday, December 3<sup>rd</sup>, 2022, at the Historic Event Center.

**Office:**

- Write off list presented in the amount of \$6,264.77 for old accounts and deceased with no spouse.

**Troy Earls made a motion to approve the write-off list for \$6,264.77; motion seconded by Missy Kilkenny, Joe Auffert in favor, Ryan Cundall in favor, Terry Harrington in favor, Randall Dennis in favor; all in favor; motion carried.**

**Clinical:**

- Call Volume:
  - 516 Total Calls; 357 transports, 46 Short-hops, 15 Long-hops; 418 total transports, 159 non-transports, 19.2 calls per day.
- Sampson straps:
  - A safe, easy, and versatile way to lift and transfer patients.
  - Crews have been using them on a trial basis and they are highly recommending adding these to assist with lifting and transferring patients.
- Requesting seven (7) Sampson Straps at a cost of \$350 each, plus S/H.

**Troy Earls made a motion to purchase seven (7) additional straps at a cost not to exceed \$3,000; motion seconded by Joe Auffert; Randall Dennis in favor, Missy Kilkenny in favor, Ryan Cundall in favor, Terry Harrington in favor; all in favor; motion carried.**

**Maintenance:**

- SH# 2 has been repaired after the deer strike and is back in service.

**No closed session was convened at this time.**

**Ryan Cundall made a motion to adjourn, motion seconded by Joe Auffert; Troy Earls in favor, Terry Harrington in favor, Missy Kilkenny in favor, Joe Auffert in favor; all in favor; meeting adjourned at 7:19 pm.**

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**SIGNATURE & TITLE**

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**DATE**