

**BOARD OF TRUSTEES MEETING MINUTES**  
**Thursday, November 19, 2020, 6:00 p.m.**  
**ZOOM MEETING**

**Call to Order.** The meeting was called to order at 6:00 p.m. by Kelly Hepworth, Chair.

**Board members present were:** Terry Carwile, Kelly Hepworth, Forrest Luke, Todd Jourgensen, Denise Arola, and Chandler Larson.

**Board member absent was:** Don Myers.

**Hospital staff present:** Sam Radke, Andy Daniels, Michael Buda, Carol Bolt, Jennifer Riley, Dr. Jeff Womble, Dr. Linda Couillard, and Julie Hanna.

**Opportunity for Public to Address the Board.** There were no requests.

Anyone who would like to speak in public comment via ZOOM will need to indicate an interest via email to Julie Hanna at [Julie.hanna@memorialrh.org](mailto:Julie.hanna@memorialrh.org) prior to 5:45 PM that night before the meeting begins. We will unmute the participants and we will limit the comments to three (3) minutes per person.

There were no requests from the public.

**Agenda Review.** There were no changes made to the agenda.

**December 2020 Calendar.** The calendar will be addressed at the meeting.

### **Consent Agenda – Meeting Minutes**

**MOTION 2020 – 80:** Moved by Terry Carwile, seconded by Denise Arola, That the Board of Trustees approve the MRH Board of Trustees Minutes of the meeting of October 22, 2020; accept the Finance Committee Minutes of the meeting of November 18, 2020; accept the Quality Steering Committee Minutes of the meetings of October 14, 2020 and November 11, 2020; and accept MRH Foundation Minutes of the meeting of October 26, 2020. Ayes, all. Motion carried.

### **Consent Agenda –Projects and equipment as recommended by Finance Committee**

**Equipment/Projects Requests.** Sam Radke, CFO, presented a request for a BRAVO Equipment upgrade at a cost of \$20,511.00 to replace the current one which has reached end of life and failed during a patient procedure. It now needs to be replaced. The Finance Committee recommended it be forwarded to the Board of Trustees.

**COVID Capital Requests.** Sam Radke, CFO. The COVID Capital Requests in the amount of \$557,259.00 were reviewed. The Finance Committee recommended the requests be forwarded to the Board of Trustees.

**MOTION 2020 – 81:** Moved by Terry Carwile, seconded by Denise Arola, That the Board of Trustees approve the COVID Capital Requests in the amount of \$557,259.00 and the equipment request in the amount of \$20,511.00. Ayes, all. Motion carried.

**Consent Agenda – Clinical Privileges.** Medical Staff Privileges. Jeff Womble, Chief of Staff, presented the privileges.

**MOTION 2020 – 82:** Moved by Denise Arola, seconded by Todd Jourgensen, That the following privileges be approved as reviewed and recommended by the Credentials Committee in November, and the Medical Executive Committee by informal action on November 13, 2020.

The following files were presented for Provisional Staff appointment:

Dr. Jonathan Tashkin – Emergency Medicine. The committee reviewed the file for Dr. Tashkin, and they unanimously recommended his appointment to the Provisional Provider Staff of The Memorial Hospital.

Ayes, all. Motion carried.

**2021 MRH Final Budget.** Sam Radke, CFO, reviewed the proposed 2021 MRH Budget and responded to questions. It was reviewed in detail by the Finance Committee which recommended it be forwarded to the Board of Trustees as presented.

**MOTION 2020 – 83:** Moved by Forrest Luke, seconded by Chandler Larson, That the Board of Trustees approve the 2021 Memorial Regional Health Budget. Ayes, all. Motion carried

**Request to Cancel Board of Trustees December meeting.** It is proposed that the December BOT meeting be cancelled. Thee November financials, credentials and any as-needed status updates will be handled via E-Meeting. November is typically the last heavy agenda for the board, and since we cannot be in person together, it is recommended to take this year off.

**MOTION 2020 – 84:** Moved by Terry Carwile, seconded by Todd Jourgensen, That the Board of Trustees cancel the December meeting. Ayes, all. Motion carried.

**CEO's Report.** Andy Daniels. Highlights included:

**Customer Service Training.** This program is in progress, and we hope to have the majority of all employees through the training by the end of 2020.

**Primary Care Telehealth.** A kick-off call with SCL Health Virtual Video team was held to finalize Primary Care Telehealth which we hope to kick off by the first of the year because the need is critical.

**Re-establish GYN Women Health Services.** We are talking with two organizations about providing GYN part-time services at MRH as visiting specialists. A meeting is scheduled with SCL health for December 8o, 2020.

**OB Services.** Jennifer and Andy had preliminary talks with Ben Anderson, CHA VP Rural Health. Ben is a former Rural Hospital CEO with the Primary Care/OB Model we went to visit in 2019. We discussed a couple of potential models and how to recruit, but the conversation was very high level.

**Research Business Opportunities as Offset Potential Revenue Reduction.** Different business ideas are on the table to be brought forward to the board after the first of the year.

**Home Health and Hospice:** The MRH Foundation has accepted the first-year goal to raise \$50,000 for Home Health and Hospice. The financials are improving and we are starting to narrow the gap towards break even.

**EMS Funding Project:** We are working with Consultant Don Taranto to establish district boundaries. Healthier Colorado is working with us to establish the entire campaign for 2021.

**COVID-19:** The BOT is likely keenly aware of our current COVID-19 status. The current healthcare system in and around Colorado is at the “critical” overwhelming status. Incident Command is up and running again; we continue to monitor the situation daily and adjust our operations as needed. It is a stressful time for staff and management. We have an excellent dedicated team, but the “cracks” show a bit of mental fatigue. We continue to see a rise in positive COVID-19 in the community and, sadly, in our staff. We will keep going as long as it is safe to do so and meet patient needs. We have sent those who can work offsite home with the caveat to be called upon as a resource to do non-clinical work outside of their routine jobs. We have both surge and fallback plans in place.

**Stuff the Ambulance:** “Our Family Caring for Yours” through action. December 3-4, 2020. MRH is the key sponsor of the KRAI drive. If you would like to provide a donation, Julie is accepting those.

**December BOT Meeting:** I would propose to the BOT that we cancel the December BOT meeting. We will send the November financials and any as-needed status updates. November is typically our last heavy agenda BOT meeting of the year, and since we cannot be in person together, I would recommend we take this year off. If we need to approve medical staff credentials, we can do that via a quick e-mail meeting. I do not see any other major business items to address in December of 2020 at this time.

**Rapid Care Clinic Report.** Jennifer Riley reviewed the clinic volumes for October by week. Dr. Myers retiring by end of year. Working with Health one who will be sending a physician supported by telemedicine for in person cardio.

**October, 2020 Financial and Statistical Report.** Sam Radke, CFO, presented the October report.

Patient Days at 217 is above last month's level of 191 and above last year's level of 183.  
ED Visits at 440 are above last month's level of 415 but below 2019's level of 465.  
Clinic visits at 2299 are below last month's level of 2683 and below 2019's level of 3513.

Surgeries & Procedures are at 187 which is above last month's level of 160 and above last year's level of 160.

Cash is at \$11.4 million, the highest level it's been in the past year. Patient Receivables is at \$14.4 million, the lowest level in the past year. Gross Patient Revenues at \$8,836,000 is slightly below average for the last twelve months. Salaries & Expenses are \$1.0 million above normal because of an additional paycheck that was granted by the BOT to mitigate the negative influences Management continues to struggle with the fluctuating guidelines with accounting for Federal Grants and revenue related to the COVID pandemic. Although we are "hopeful" that we could be recording more Grant Revenues in 2020, we will not be recording it until the Federal guidelines become clearer to us and our audit firm, Eide Bailly. Our bottom line YTD is \$600K.

Days in AR continues the favorable previous trend month downwards at 48.0 for the month compared to 53 the previous month.

Days Cash on Hand is at 70.1 compared to 64.1 last month.

Monthly TPM has fluctuated exclusively because of the above volatility of Grant Revenues for COVID. Our YTD Total Profit Margin is at .1%, or virtually at break even.

**Executive Session.** The board adjourned to Executive Session at 6:45 p.m.

**MOTION 2020-85:** Moved by Terry Carwile, seconded by Todd Jourgensen, That the Board of Trustees adjourn to Executive Session – Attorney-Client Privilege: For the purpose of receiving legal advice concerning personnel matters pursuant to C.R.S. § 24-6-402(4)(b) and (f). Ayes, all. Motion carried.

At 7:10 p.m. the board returned to regular session.

**MOTION 2020 – 86:** Moved by Terry Carwile, seconded by Denise Arola, That the board approve the physician contract. Ayes, all. Motion carried.

**MOTION 2020 – 87:** Moved by Terry Carwile, seconded by Denise Arola, That the board approve reinstatement of the 2020 MICP goal achievement program. Ayes, all. Motion carried.

**MOTION 2020 – 88:** Moved by Terry Carwile, seconded by Denise Arola, That the board adjourn.

**Adjourn.** The meeting was adjourned at 7:15 p.m.

Respectfully submitted,

*Julie Hanna*

Julie Hanna  
Executive Assistant and Recorder