



750 Hospital Loop Craig, Colorado 970-824-9411

**BOARD OF TRUSTEES MEETING MINUTES**  
**Tuesday, November 21, 2023, Board Room/ZOOM, 6:00 p.m.**

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

**Education Session 5:00 p.m.** At the afternoon session, Kyle Miller presented in depth information on the Open Heart Advocates transition to an independent entity, Advocates – Crisis, Trauma, and Survivor Services. Work continues by MRH on meeting the legal, fiscal and operational requirements of setting the organization up for successful transition. The anticipated completion date is January 1, 2024.

**Board of Trustees present:** Dr. Kelly Hepworth, John Ponikvar, Amy Updike, Roger Richmond, Steve Hilley, Dr. Allan Reishus, and Denise Arola.

**Staff Present:** Rebecca Forney, Brittany Johnson, Jennifer Riley, Kyle Miller, Kristine Cooper, Michael Buda (VIA ZOOM), Dr. Jeff Womble, Dr. Linda Couillard, Adam Jongquist (VIA ZOOM), Zachary Johnson (VIA ZOOM), and Julie Hanna.

**Guests Present:** Randy Looper, City of Craig; and Melody Villard, Moffat County Commissioners, (VIA ZOOM).

**Opportunity for the Public to Address the Board.** Randy Looper addressed the board about City of Craig activity. Progress on the 8<sup>th</sup> Street Development Project continues with completion of the foundations and roofs in January, and the boxes arrival in January. The project is on track to begin sales in March. The city budget increase is due to grants, and the city also has healthy reserves. The police department is now fully staffed. The Woodbury Business Park is being developed to promote business on 1<sup>st</sup> Street. The Chamber of Commerce remodel will concentrate on an elevator or lift, and ADA access for doors and bathrooms. In February a commercial kitchen will be added for community rental use.

**Agenda Review.** There were no changes.

**MOTION 2023:93** – Moved by Dr. Reishus, seconded by Amy Updike, That the Board of Trustees approve the agenda as presented. Ayes, all. Motion carried.

**December, 2023 Calendar.** Per recommendation from Amy, the trustee assigned visitation for each month will be added to the calendar. December 11 is Holiday Week at MRH. Events include the Holiday Prime Rib Dinner on December 13, and The Chili Cook off on December 14. The Board of Trustees monthly meeting will be on December 21 with the Finance Committee meeting on December 18.

**Board Member Visitation Reports.**

Steve Hilley reported on his November visits with staff discussing employee benefits and Lab activities. Roger Richmond reported on his October visit to the Emergency Department for treatment of a foot injury to a family member.

## Consent Agenda – Meeting Minutes

**MOTION 2023 -94:** Moved by Amy Updike, seconded by John Ponikvar, That the Board of Trustees approve the MRH Board of Trustees Meeting Minutes for 10-26-2023; accept the MRH Finance Committee Meeting Minutes for 11-20-2023; and accept the MRH Quality Steering Committee Minutes for 11-8-2023. Ayes, all. Motion carried.

**10-31-2023 MRH Financial and Statistical Report.** Capital Purchase Summary. Brittany Johnson, CFO, presented the report.

### Income Statement

Gross revenue for the month of October was at \$11.4m (Column A, Line 4) compared to a budget of \$10.1m. Prior year gross revenue was \$10.1m. Net Patient Revenue was \$6.4m (Column A, Line 10) for October on a budget of \$5.4m and prior year at \$4.9m.

Expenses: Contract labor is at 8 current travelers (column A, line 18). Supplies are over budget for October due to the Retail Pharmacy move. Total expenses for the month were at \$5.7m (column C, line 34) compared to a budget of \$5.3m.

Gain/Loss on Investment (column A, line 39)- Community Clinics loss for the month was (\$212k) in total, (\$223k) was from EMS, and \$37k from OHA.

The net gain for October was \$688k, and YTD net gain is \$257k on a budget of \$394k. Prior year was at a net profit of \$574k.

### Balance Sheet

Operating cash for the month is at \$5.3m (column A, line 1) which is up from prior month at \$5.1m. We also have \$1m in investments (Column A, Line 2) with LPL Financial.

Under Limited Use Assets (column A, line 17), we have \$2m reserved for future cost reports. On column A, line 18 we have \$2.3m that we have self-reserved for future capital purchases.

### Days in AR

Days in AR has remained at 76 for October.

### Days Cash on Hand

Days cash on hand is at 37.3 days, which is up from prior month of 36 days. We also have 25.8 additional days of cash on hand in self-restricted accounts for a total of 63 days.

### Total Profit Margin (TPM)

Our TPM for the month is at 6%. Our 12-month average is (-0.1%). Our debt service coverage ratio is at 120% YTD.

## Projects and Capital Purchases (As recommended by Finance Committee on 11-20-2023)

**Intermountain Health Reference Lab Build.** Kristine Cooper presented this request which is for 2024, and is an approved capital budget item to build an interface between Mayo Clinic and EPIC for the reference lab. Intermountain Health has given a quote for building the interface which will take twelve weeks at a cost of \$125,360 with Mayo paying \$80,000 leaving a balance of \$45,360. Mayo offers a more diversified slate of tests, continuing educational opportunities and physician support. The proposed go live date is February, 2024. The Finance Committee recommended the request be forwarded to the Board of Trustees.

**MOTION 2023-95:** Moved by Amy Updike, seconded by Steve Hilley. ROLL CALL VOTE: John Ponikvar, aye; Roger Richmond, aye; Amy Updike, aye; Denise Arola, aye; Dr. Reishus, aye; Dr. Hepworth, aye; and Steve Hilley, aye. Ayes, all. Motion carried.

**Consent Agenda – Medical Staff Privileges.** Dr. Jeffrey Womble, Chief of Staff, presented the privileges.

**MOTION 20023-96:** Moved by Roger Richmond, seconded by Amy Updike, That the Board of Trustees approve the following privileges as reviewed and recommended by the Credentials Committee and approved by the Medical Executive Committee:

The following files are presented to the Board of Trustees for **Provisional Staff** appointment:

**Frederick Taylor Lynch, MD – Emergency Medicine.** The committees reviewed and approved the application and file for Dr. Lynch, and they recommend his appointment to the Provisional Staff of The Memorial Hospital at Craig.

**Ravi Chilukuri, MD – Tele-Neurology (proxy).** The committees reviewed and approved the application and file for Dr. Chilukuri, and they recommend his appointment to the Provisional Staff of The Memorial Hospital at Craig.

The following files are presented to the Board of Trustees for **Advancement** of privileges:

**Jason McKown, PA-C – Physician Assistant.** The committees reviewed and approved the application and file for Mr. McKown and they recommend his appointment to the Non-Physician Provider Staff of The Memorial Hospital at Craig.

The following files are presented to the Board of Trustees for **Reappointment** of privileges:

**Joan Donham, PA-C – Physician Assistant.** The committees reviewed and approved the application and file for Ms. Donham and they recommend her reappointment to the Non-Physician Provider Staff of The Memorial Hospital at Craig.

**Patrick Johnston, DO – Orthopaedic Surgery.** The committees reviewed and approved the application and file for Dr. Johnston, and they recommend his appointment to the Active Staff of The Memorial Hospital at Craig.

**Alexander Meininger, MD – Orthopaedic Surgery.** The committees reviewed and approved the application and file for Dr. Meininger, and they recommend his appointment to the Active Staff of The Memorial Hospital at Craig.  
Ayes, all. Motion carried.

**Old Business.** There was no old business.

## **New Business**

**Board of Trustees Member Reimbursement approval.** Board of Trustees member John Ponikvar submitted an invoice for the National Rural Health Association board member certification training that he is taking. The curriculum contains self-guided and group learning for current board of trustees members of a rural hospital covering all aspects of being a successful board leader. John will present at the December 21 Board of Trustees 5 p.m. Education Meeting on his learning experience so far.

**MOTION 2023-97** – Moved by Amy Updike, seconded by Roger Richmond, That the Board of Trustees approve the reimbursement to John Ponikvar for the NRHA training in the amount of \$2,000.00. Ayes, all. Motion carried.

## **Reports**

**October 2023 Clinics Census Report.** Jennifer Riley, CEO, presented the October numbers and pointed out an uptick at the Rapid Care Clinic averaging 40 patients per day. Three Physician Assistants staff the clinic and she is recruiting for one more.

**4-Star Quality Report Q3.** Zachary Johnson presented the corrected data based on CMS changes in benchmarks.

**Executive Session.** At 6:40 p.m. the board adjourned to executive session.

**MOTION 2023-98:** Moved by John Ponikvar, seconded by Roger Richmond, That the Board of Trustees adjourn to Executive Session pursuant to C.R.S §24-6-402(4)(f) for discussion of a personnel matter involving the compensation for Dr. Jillian Hess, a family practice physician, who was previously informed of the meeting. The executive session is not attorney-client privileged and will therefore be recorded.

**MOTION 2023:99** – Moved by Amy Updike, seconded by Roger Richmond, That the Board of Trustees reconvene in regular session. Ayes, all. Motion carried.

## **Physician sign on bonus.**

**MOTION 2023:100-** Moved by Amy Updike, seconded by John Ponikvar, That the Board of Trustees approve the physician sign on bonus. ROLL CALL VOTE: John Ponikvar, aye; Roger Richmond, aye; Amy Updike, aye; Denise Arola, aye; Dr. Reishus, nay; Dr. Hepworth, aye; and Steve Hilley, aye. 6-1. Motion carried

**Adjournment.** There being no further business, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,

*Julie Hanna*

Julie Hanna  
Executive Assistant and Recorder