

BOARD OF TRUSTEES MEETING MINUTES
Thursday, November 22, 2022,
Education at 5:00 p.m. and Regular Meeting at 6:00 p.m.
Conference Room ABC and ZOOM

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

Board of Trustees present: Forrest Luke, Terry Carwile, Dr. Kelly Hepworth, Roger Richmond, Dr. Allan Reishus, and Amy Updike.

Board of Trustees member absent: Denise Arola.

Staff Present: Jennifer Riley, Dr. Jeff Womble (via ZOOM), Kristine Cooper, Brittany Johnson, Rebecca Forney, Dr. Kyle Miller, Carol Bolt, Michael Buda (via ZOOM), Dr. Linda Couillard, Clint Jantz, Kendra Peyton, Keith Velardo, Zachary Johnson, and Julie Hanna.

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

Celebration of Service to MRH for Terry Carwile. Terry Carwile was recognized for his years of service to the Board of Trustees. Dr. Kelly Hepworth stated how valuable Terry was as a board member and hoped he will continue to be an advocate for MRH.

Agenda Review. There were no changes to the agenda.

December, 2022 Calendar. The board reviewed and accepted the calendar.

Board of Trustees Member Facility Visits. Amy Updike reviewed with the board information regarding her visits to the Dietary Department and the Quality Department.

Dietary Department. Amy was amazed that the small size of the kitchen allowed for the large number of meals they produce every day. They do a lot in a little space.

Quality Department. Zach advised her of the patient experience team that rounds and tries to address complaints in real time. She asked about improvement of the 4-Star Dashboard and what it represents.

6:10 p.m. Roger Richmond entered the meeting.

December 22, 2022, Board of Trustees Meeting. Jennifer Riley discussed with the board whether or not to have a December, 2022, meeting. Forrest Luke will not be here for that date, and Terry Carwile's position will not yet be filled, leaving the possibility of a quorum not being available. It was decided to leave the date on the calendar for a later decision.

2023 MRH Budget Certification. Brittany Johnson presented the final 2023 MRH Budget.

Some minor adjustments were made to the budget after the board workshop.

MOTION 2022 - 76: Moved by Dr. Reishus, seconded by Terry Carwile, That the Board of Trustees certify the Memorial Regional Health 2023 Budget to the Moffat County Board of County Commissioners. **Roll Call Vote:** Terry Carwile, Yes; Dr. Kelly Hepworth, Yes; Forrest Luke, Yes; Amy Updike, Yes; Dr. Allan Reishus, Yes; and Roger Richmond, Yes. Ayes, all. Motion carried.

Resolution 2022-3. Approving a Resolution Declining to Participate in Colorado Paid Family and Medical Leave Insurance (FAMLI) Program (C.R.S. § 8-13.3-501 et seq). Michael Buda discussed with the board the information regarding this resolution.

**BOARD OF TRUSTEES OF MEMORIAL REGINAL HEALTH
RESOLUTION 2022 - 3**

*Approving A Resolution Declining to Participate in the Colorado Paid Family
And Medical Leave Insurance (FAMLI) Program (C.R.S. § 8-13.3-501 et seq.)*

Whereas, The Memorial Hospital, doing business as Memorial Regional Health, (MRH) is a rural county hospital as defined by Colorado Revised Statute Section 25-3-301, et. seq.;

Whereas, the Board of Trustees (BOT) for MRH is a duly and regularly created, established, organized and existing public hospital board created by Moffat County, Colorado, pursuant to Title 25, Article 3, Part 3, C.R.S. (Hospital Act) and existing as such under and pursuant to the constitution and laws of the State of Colorado;

Whereas, the BOT reviewed and discussed the Colorado Paid Family and Medical Leave Insurance (FAMLI) Act C.R.S. § 8-13.3-501 et seq. and its applicability to the MRH organization;

Whereas, the BOT has determined that it is in the best interests of the MRH organization to decline participation and opt-out of the FAMLI program; and

Whereas, the BOT has instructed the MRH leadership to fully implement the opt-out procedures with the State and provide appropriate notification to employees of this decision.

Therefore, it is resolved by the Board of Trustees of Memorial Reginal Health that:

1. The duly appointed and officially authorized Board of Trustees of Memorial Regional Health hereby formally decline participation in the Colorado Paid Family And Medical Leave Insurance (FAMLI) program and fully opt-out of FAMLI pursuant to 7 CCR 1107-2, Regulation 2.6.
2. Adopted this 22th day of November 2022.

Board of Trustees of Memorial Reginal Health

Kelly Hepworth, Chair

Approved: November 22, 2022

Secretary's Certification

I _____, Secretary of The Memorial Hospital, doing business as Memorial Regional Health, hereby authenticate and certify that the preceding Resolution was duly approved by the Board of Trustees at a duly called meeting of the Trustees on November 22, 2022 at which a quorum was present, and this Resolution and the approval thereof has been duly entered into the minutes of The Memorial Hospital, doing business as Memorial Regional Health.

By: _____
Dr. Allan Reishus, Secretary/Treasurer

Date: November 22, 2022

Secretary, The Memorial Hospital, doing business as Memorial Regional Health

MOTION 2022 - 77: Moved by Roger Richmond, seconded by Terry Carwile, That the Board of Trustees approve the **Resolution Declining to Participate in Colorado Paid Family and Medical Leave Insurance (FAMLI) Program** (C.R.S. § 8-13.3-501 et seq). **Resolution Declining to Participate in Colorado Paid Family and Medical Leave Insurance (FAMLI) Program** (C.R.S. § 8-13.3-501 et seq). **Roll Call Vote:** Terry Carwile, Yes; Dr. Kelly Hepworth, Yes; Forrest Luke, Yes; Amy Updike, Yes; Dr. Allan Reishus, Yes; and Roger Richmond, Yes. Ayes, all. Motion carried.

Consent Agenda – Meeting Minutes

MOTION 2022 - 78: Moved Amy Updike, seconded by Forrest Luke, That the Board of Trustees approve the MRH Board of Trustees Meeting Minutes for 10-27-2022; accept the MRH Finance Committee Meeting Minutes for 11-21-2022; accept the Quality Steering Committee Meeting Minutes for 11-9-2022; and accept the MRH Foundation Meeting minutes for 10-20-2022. **Roll Call Vote:** Terry Carwile, Yes; Dr. Kelly Hepworth, Yes; Forrest Luke, Yes; Amy Updike, Yes; Dr. Allan Reishus, Yes; and Roger Richmond, Yes. Ayes, all. Motion carried.

Projects and Capital Purchases (as recommended by Finance Committee on 11-21-2022).

Connection Business Solutions - Storage Procurement – IT. Keith Velardo presented this request in the amount of \$19,900.00 that was budgeted for 2022 for purchase of additional back storage for MRH servers. The Finance Committee recommended the request be forwarded to the Board of Trustees for further consideration.

MOTION 2022 – 79: Moved by Roger Richmond, seconded by Terry Carwile, That the Board of Trustees approve the IT purchase in the amount of \$19,900.00. **Roll Call Vote:** Terry Carwile, Yes; Dr. Kelly Hepworth, Yes; Forrest Luke, Yes; Amy Updike, Yes; Dr. Allan Reishus, Yes; and Roger Richmond, Yes. Ayes, all. Motion carried.

CIP Reporting - QIR Software Procurement – Quality. Zachary Johnson presented this

request in the amount of \$20,000.00 for Quality reporting software to replace the current system with an upgraded HIPAA secure product that will also provide better report tracking. This is being requested as a 2023 Capital Expenditure. The Finance Committee recommended the request be forwarded to the Board of Trustees for further consideration.

MOTION 2022 – 80: Moved by Amy Updike, seconded by Forrest Luke, That the Board of Trustees approve the CIP Reporting software in the amount of \$20,000.00. **Roll Call Vote:** Terry Carwile, Yes; Dr. Kelly Hepworth, Yes; Forrest Luke, Yes; Amy Updike, Yes; Dr. Allan Reishus, Yes; and Roger Richmond, Yes. Ayes, all. Motion carried.

Staples – Floor Scrubber Procurement – EVS. Clint Jantz and Kendra Peyton presented this request in the amount of \$10,554.99 plus shipping for a new walk behind floor scrubber that was budgeted for 2022. There is a three year warranty on parts and a two year warranty on labor. The Finance Committee recommended the request be forwarded to the Board of Trustees for further consideration.

MOTION 2022 – 81: Moved by Dr. Allan Reishus, seconded by Forrest Luke, That the Board of Trustees approve the Staples floor scrubber in the amount of \$10,554.99 plus shipping. **Roll Call Vote:** Terry Carwile, Yes; Dr. Kelly Hepworth, Yes; Forrest Luke, Yes; Amy Updike, Yes; Dr. Allan Reishus, Yes; and Roger Richmond, Yes. Ayes, all. Motion carried.

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

MOTION 2022 - 82: Moved by Forrest Luke, seconded by Terry Carwile, That the following privileges be approved 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:

- **Jason McKown, PAC – Physician Assistant.** The committees reviewed and approved the application and file for Mr. McKown, and they recommend his appointment to the Provisional Staff of The Memorial Hospital.
- **Hylde Nugent, DNP CRNA– Certified Registered Nurse Anesthetist.** The committees reviewed and approved the application and file for Ms. Nugent and they recommend her appointment to the Provisional Staff of The Memorial Hospital.
- **Mary Alfydi, MD – Tele-Radiology (proxy).** The committees reviewed and approved the application and file for Dr. Alfydi, and they recommend her appointment to the Provisional Staff of The Memorial Hospital.
- **Carleton Allen, MD – Tele-Radiology (proxy).** The committees reviewed and approved the application and file for Dr. Allen, and they recommend his appointment to the Provisional Staff of The Memorial Hospital.
- **Kenneth Bowman, MD – Tele-Radiology (proxy).** The committees reviewed and approved the application and file for Dr. Bowman, and they recommend his appointment to the Provisional Staff of The Memorial Hospital.

- **Ravinder Sohal, MD – Tele-Radiology (proxy).** The committees reviewed and approved the application and file for Dr. Sohal, and they recommend his appointment to the Provisional Staff of The Memorial Hospital.
- **Albert Ybasco, MD – Tele-Radiology (proxy).** The committees reviewed and approved the application and file for Dr. Ybasco, and they recommend his appointment to the Provisional Staff of The Memorial Hospital.

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

- **Daniel Wandsneider, DO – Family Medicine.** The committees reviewed and approved the application and file for Dr. Wandsneider, and they recommend his advancement of privileges and appointment to the Active Staff of The Memorial Hospital.

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

- **Christian Burrell, MD – Tele-Neurology (proxy).** . The committees reviewed and approved the application and file for Dr. Burrell, and they recommend his reappointment to the Associate Staff of The Memorial Hospital.
- **Jason Hill, MD – Tele-Neurology (proxy).** The committees reviewed and approved the application and file for Dr. Hill, and they recommend his reappointment to the Associate Staff of The Memorial Hospital.

Roll Call Vote: Terry Carwile, Yes; Dr. Kelly Hepworth, Yes; Forrest Luke, Yes; Amy Updike, Yes; Dr. Allan Reishus, Yes; and Roger Richmond, Yes. Ayes, all. Motion carried.

10-2022 CEO’s Report. Jennifer Riley presented her report.

1. **BHAG: 4-Star Hospital Campaign: “Our Family Caring for Yours.”**
 - a. Continuous 18 + month Assessment Process
 - b. Approximate Completion Date: April 2023

November 2022 Update:

Employee Engagement: In October we had a pumpkin carving contest. For Thanksgiving, we will be serving a Thanksgiving meal for staff and any family members who want to join them. We decided not to give out turkeys this year as they are very expensive and in short supply. Instead we will increase the amount of Spree Bucks that we will give to staff in December.

In December we are having a fun week of holiday activities including prize give-aways, a chili cook-off, and Santa who will be onsite for photos with kids of our staff.

2. **Housing Development:**

- a. Explore multiple options and partnerships to develop housing on old hospital property.
- b. Completion Date: December 2022

November 2022 Update: I met with Peter Brixius, Marlin Eckoff, Josh Darling (Adena) and a developer who specializes in multi-family projects. Ultimately, our parcel of land is not ideal for multi-family. It could work for condominiums/townhomes or single-family. The City has incorporated this parcel into a proposal for grant funding for infrastructure. Receiving the grant funding is contingent on finding a developer who can execute quickly. I recommend that we hold off on disposition of the land until the City gets the final decision on grant funding. This decision likely will come in first quarter of 2023.

3. **EMS Transition Project:**

- a. Develop plan for the transition of EMS Service to a new district assuming successful passage of EMS District ballot in November 2021.
- b. Terminate MRH EMS Service by 12/31/2022.
- c. Completion Date: 12/31/2022
- d. The County Commissioners formally dissolved the EMS Task Force.

4. **Other Major Items:**

November Update:

Budget: The budget will be presented to you at the November Board meeting. Brittany will go over the changes, and you will see an improved bottom line for 2023.

Stuff the Ambulance: We are holding our Stuff the Ambulance campaign again this year to support Open Heart Advocates, Interfaith Foodbank, Christmas for Kids and Christmas for Seniors. We are collecting cash, non-perishable food items, toys for kids, and gifts for seniors. We will fill the ambulance and take it to the Holiday Drive, which is being held December 1-2nd. This is the third year we have participated. If you wish to make a donation, you can bring it to MRH. Cash donations should be made out to the organization you wish to donate to.

New Providers: Two new Physician Assistants started in November – Kevin Dombey, new for Rapid Care, started at the beginning of the month. Lindsey Harr, new for Family Practice, started November 15th.

Clinic and ER volumes: We are seeing an uptick in Clinic and ER Volumes. Like the rest of Colorado, we are seeing RSV, influenza and COVID. We have been able to accommodate the admissions. The State has again activated the Combined Hospital Transfer Center. This is to aid hospitals in finding placement for patients who need to be transferred.

Dr. Michael Sisk is retiring January 31, 2023. Dr. Meininger and Dr. Sielatycki will be more active and Steamboat Orthopaedics and Spine Institute is actively recruiting.

10-2022 Clinics Report. Jennifer Riley, CEO, presented the monthly census reports for clinics.

10-31-2022. Financial Report including Home Health and Hospice. Brittany Johnson. CFO.

Income Statement

Gross revenue for the month of October was at \$10.1m (Column A, Line 4) compared to a budget of \$10.7m. Prior year gross revenue was \$11.7m. Net Patient Revenue was \$4.9m (Column A, Line 10) for October on a budget of \$5.6m and prior year at \$5.6m.

Other Adjustments (Column A, Line 7)- \$250k was written off due to old payor credentialing issues.

Expenses: Employee Health Insurance costs were up by \$230k compared to prior month (Column A, Line 15). Supply expense in the Pharmacy was up by \$50k from prior month (Column A, Line 20). Our CHA redistribution fee normalized in October on Column A, Line 29. Total expenses for the month were right in line with budget at \$5.4m (Column C, Line 33).

Gain/Loss on Investment- Community Clinics loss for the month was (\$82k) in total, (\$48k) was from EMS, \$43k from OHA, (\$28k) from Retail Pharmacy, (\$6k) from School Nurse, and (\$43k) from HH&H.

The Net Loss for October was (\$473k), and YTD Net Profit is \$574k on a budget of \$817k. Prior Year was at a Net Profit of \$4.5m.

Balance Sheet

Cash for the month is at \$6m (column A, line 1) which is up from \$5.2m in the prior month.

Under Limited Use Assets (Column A, Line 17), we have \$1.5m reserved for future Cost Reports. On Column A, Line 18 we have \$1.2m that we have self- reserved for future capital purchases. \$150k of this will be used towards a spine microscope that was approved in April.

Days in AR

Days in AR are down from last month's 68 to 61 in October.

Days
Cash on
Hand

Days Cash on Hand is at 38 days, which is up from prior month of 33 days. We also have 17.2 additional days of cash on hand in self-restricted accounts.

Total Profit
Margin (TPM)

Our TPM for the month is at (4.7%). Our 2022 average is 0.3%.

Adjourn. The meeting was adjourned at 6:50 p.m.

Respectfully submitted,

Julie Hanna,

Julie Hanna
Executive Assistant and Recorder