

**BOARD OF TRUSTEES MEETING MINUTES**  
**Thursday, July 27, 2023, Board Room, 4:00 p.m. TO 5:00 p.m.**  
**IN PERSON IN CONFERENCE ROOM ABC OR ZOOM**

**Call to Order.** The meeting was called to order at 4:05 p.m. by Denise Arola, Chair.

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

**Board of Trustee member absent:** Dr. Allan Reishus.

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

**Guests present:** Randy Looper, City of Craig.

At 4:10 p.m. the board adjourned to Executive Session.

**Executive Session – 2023 Q2 Risk Management Report**

**MOTION 2023-60:** Moved by Roger Richmond, seconded by John Ponikvar, That the board adjourn to Executive Session for matters required to be kept confidential pursuant to the Colorado Open Meetings Law, C.R.S. § 24-6-402(4)(c) subject to the Colorado Professional Review Act, C.R.S. § 12-36.5-104(15). - 2023 Q2 - Risk Management Summary Report - Zachary Johnson. Ayes, all. Motion carried.

At 4:20 p.m. the board returned to regular session. No decisions or actions were made in the Executive Session.

**Consent Agenda – Meeting Minutes**

**MOTION 2023-61:** Moved by John Ponikvar, seconded by Steve Hilley, That the board approve the MRH Board of Trustees Special Meeting Minutes for 6-20-2022; approve the MRH Board of Trustees Meeting Minutes for 6-22-2023; approve the MRH Special Meeting Minutes for 6-30-2023; and accept the MRH Finance Committee Meeting Minutes for 7-24-2023. Ayes, all. Motion carried.

**Projects and Capital Purchases (as recommended by Finance Committee on 7-24-2023).**

**Arthrex shoulder positioner for Surgical Services as presented by Brittany Johnson, CFO.** This unit is currently being rented at a cost of \$500 per use, and it is being used more and more as Dr. Sauerbrey increases his extremity surgery here. Although not budgeted, this is a rent to own option considered to be a capital lease. Each time it is used the lease will be reduced by \$500, and the unit will be owned by MRH after the balance of \$19,800.00 is met or about 40 uses. The Finance Committee recommended moving this forward to the Board of Trustees.

**Epiphany Healthcare Import Wizard for ED as presented by Becky Forney.** This will help import bedside Ultrasound records into the Epic medical record from ED visits, and will also allow for appropriate reimbursement. Both RJ Palmer and Dr. G. feel this would improve documentation. Since January there have been about 23 instances of ED ultrasounds. This is an unbudgeted item at a cost of \$6,200. The Finance Committee recommended moving this forward to the Board of Trustees.

**Honeywell IBE Server Update for IT as presented by Zachary Johnson.** One virtual Honeywell server operates all badges, and the heating/cooling elements. This server is at age 2012, and it is recommended to upgrade to the newest server version of 2019. This was budgeted at \$40,000 and the actual cost is \$37,873.80. The Finance Committee recommended moving this forward to the Board of Trustees.

**MOTION 2023-62:** Moved by Roger Richmond seconded by Amy Updike, That the Board of Trustees approve the Arthrex should positioner for Surgical Services at a rental cost of \$500 per use; the Epiphany Healthcare Import Wizard for the ED at a cost of \$6,200; and the Honeywell IBE Server Update for IT at a cost of \$37,873.80. Ayes, all. Motion carried.

**Consent Agenda – Medical Staff Privileges.** Jennifer Riley presented the monthly privileges.

**MOTION 2023 – 63:** Moved by John Ponikvar, seconded by Roger Richmond, 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:

**Tatum Tyler, DNAP CRNA – Certified Registered Nurse Anesthetist.** The committees reviewed and approved the application and file for Ms. Tyler, and they recommend her appointment to the Provisional Staff of The Memorial Hospital at Craig.

**Trevor Barton, DO – Tele-Neurology (proxy).** The committees reviewed and approved the application and file for Dr. Barton, 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:

**Marcus Howell, MD – Cardiology.** The committees reviewed and approved the application and file for Dr. Howell, and they recommend his appointment to the Associate Staff of The Memorial Hospital at Craig.

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

**Jordan Christensen, DO – Family Medicine (Hospitalist).** The committees reviewed and approved the application and file for Dr. Christensen, and they recommend his reappointment to the Active Staff of The Memorial Hospital at Craig.

**Dana Miller, MD – General Surgery.** The committees reviewed and approved the application and file for Dr. Miller, and they recommend her reappointment to the Active Staff of The Memorial Hospital at Craig.

**Tara Herrero, CRNA – Certified Registered Nurse Anesthetist.** The committees reviewed and approved the application and file for Ms. Herrero, and they recommend her reappointment to the Non-Physician Provider Staff of The Memorial Hospital at Craig.

**Adam Wilson, MD – Orthopaedic Surgery.** The committees reviewed and approved the application and file for Dr. Wilson, and they recommend his reappointment to the Associate Staff of The Memorial Hospital at Craig.

Ayes, all. Motion carried.

**Bank of Colorado Resolution for My Loans Program as presented by Brittany Johnson.**

This resolution updates the My Loans program which was originally started in 2018, but wasn't activated. This is for patients who wish to finance their health care with the Bank of Colorado for a longer period of time than 24 months that MRH offers self-pay outstanding accounts. The Finance Committee recommended this be forwarded to the Board of Trustees.

**MOTION 2023-64:** Moved by John Ponikvar, seconded by Amy Updike, That the Board of Trustees approve the Bank of Colorado Resolution for My Loans Program. Ayes, all. Motion carried.

**6-2023 Clinic Reports.** Jennifer Riley, CEO, presented the monthly census report.

**6-30-2023 MRH Financial and Statistical Report.** Brittany Johnson, CFO, presented the monthly report.

**Income Statement**

Gross revenue for the month of June was at \$10.5m (Column A, Line 4) compared to a budget of \$9.8m. Prior year gross revenue was \$9.7m. Net Patient Revenue was \$5.1m (Column A, Line 10) for June on a budget of \$5.2m and prior year at \$6.5m.

Revenue Adjustments: Other adjustments (Column A, Line 7) were \$548k. We continue our clean-up of old AR which resulted in write offs related to timely filing, out of network payers, denials, and deceased with no estate.

Expenses: Employee health insurance costs (column A, line 15) continue to be high in June. Contract labor has reduced with 6 current travelers (column A, line 18). We received a credit back on our CHA redistribution fee (column A, line 29). Total expenses for the month were at \$5.4m (column C, line 34) compared to a budget of \$5.3m.

Gain/Loss on Investment (column A, line 39) - Our loss from Providence Recovery Services was (\$380k). Community Clinics loss for the month was (\$344k) in total, (\$168k) was from EMS, (\$47k) from OHA, (\$83k) from Retail Pharmacy, and (\$32k) from School Nurse.

The net loss for June was (\$953k), and YTD net loss is (\$447k) on a budget of \$83k. Prior year was at a net profit of \$1.2m.

**Balance Sheet**

Operating cash for the month is at \$5.3m (column A, line 1). This is down from prior month due to a 3rd payroll paid in June.

Under Limited Use Assets (column A, line 17), we have \$1.9m reserved for future cost reports. On column A, line 18 we have \$2.2m that we have self-reserved for future capital purchases.

**Days in AR**

Days in AR are down from last month's 75 to 71 in June.

Days  
Cash on  
Hand

Days cash on hand is at 31.5 days, which is down from prior month of 38.8 days. We also have 24.9 additional days of cash on hand in self-restricted accounts for a total of 56.4 days.

Total Profit  
Margin (TPM)

Our TPM for the month is at (-9.1%). Our 12-month average is (-1.3%).

**2024 MRH Budget Guidelines as presented by Brittany Johnson.** These are the guidelines to be followed by the managers for the development of the 2024 MRH Budget.

Roger Richmond shared a positive experience with the board. A couple who lives in Wilderness Ranch called on Sunday and were able to make an appointment for 9 a.m. the next day with wound care. They commended the clinic for the immediate response.

**Capital Report.** Brittany reviewed with the board the status of 2023 capital procurements, projects and purchases to date.

**MOTION 20023 – 65:** Moved by Steven Hilley, seconded by John Ponikvar, That the board adjourn. Ayes, all. Motion carried.

**Adjournment.** There being no further business, the meeting was adjourned at 4:50 p.m.

Respectfully submitted,

*Julie Hanna*

Julie Hanna  
Executive Assistant and Recorder