

BOARD OF TRUSTEES MEETING MINUTES
Thursday, August 24, 2023, Board Room/ZOOM, 6:00 p.m.

Call to Order. The meeting was called to order at 6:05 p.m. by Denise Arola, Chair.

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

Board of Trustee member absent: Steve Hilley.

Staff Present: Brittany Johnson, Rebecca Forney, Kristine Cooper, Dr. Jeff Womble, Jennifer Riley, Michael Buda (VIA ZOOM), Dr. Kyle Miller, Zachary Johnson, Paula Belcher, Olivia Scheele, RJ Palmer, Todd Jourgensen, Alicia Noland (VIA ZOOM), and Julie Hanna.

Guests present: Randy Loper of the City of Craig.

Opportunity for Public to Address the Board. Randy Loper noted that the Chamber of Commerce Groundbreaking for upgrades to the Yampa Building was held on August 23. Upcoming is the YVEA Solar Project and the Moffat County Courthouse Groundbreaking.

Agenda Review. There were no changes to the agenda.

MOTION 2023-66: Moved by Roger Richmond, seconded by Dr. Reishus, That the Board of Trustees accept the agenda as presented. Ayes, all. Motion carried.

September, 2023 Calendar. The calendar was accepted as presented.

Board Member Visitation Report. John Ponikvar for July. He visited two really outstanding departments: Occupational Health that provides many services to community employers; and Materials which is something he has been involved with in the auto parts business. He also spoke to the 8-9-2023 Mass Casualty Drill which he observed in the Incident Command Room. He was amazed by the number of people and agencies involved.

Dr. Kelly Hepworth for August. Todd Jourgensen provided him a tour of the facilities department on the 3rd floor of MOB, the maintenance building, and the auxiliary building. He was advised of some of the upgrades to the department. As a surgical patient, he was able to follow the entire process, and felt it was great to be treated by friends who had his best interests at heart. He appreciated everyone in the hospital and would recommend MRH to anyone.

County Hospital Statute Changes. Jennifer Riley has reached out to Josh Ewing of the Colorado Hospital Association who will speak with the OIG about seeking legislative change to the Colorado Revised Statute that governs county hospitals. Only four hospitals are affected and a conversation will be set up for further discussions.

Contract Management Draft Policy. Jennifer Riley. An updated policy was presented. It covers all types of contracts and how they are handled by staff. It is being moved from the accounting department to the Board of Trustees for financial obligations and services.

MOTION 2023 – 67: Moved by Amy Updike, seconded by Roger Richmond, That the Board of Trustees approve the Contract Management Policy as amended to coincide with the By-Laws. Ayes, all. Motion carried.

Governance Committee Appointments. Jennifer Riley. The formation of this committee was discussed and its duties.

MOTION 2023 – 68: Moved by Dr. Allan Reishus, seconded by Amy Updike, That the Board of Trustees create the Governance Committee with appointments as permitted by the By-Laws. Ayes, all. Motion carried. Appointed were: Roger Richmond, chair; Denise Arola, co-chair; and Jennifer Riley as member.

Moffat County Resolution. 2023-86. This Moffat County Resolution confirms current practice and authorizes the election of a Secretary-Treasurer from its membership, as well as the ability to appoint an Assistant Secretary-Treasurer from outside the membership of the Board of Trustees, to assist the hospital organization and enhance the delivery of healthcare services.

Consent Agenda – Meeting Minutes

MOTION 2023- 69: Moved by Amy Updike, seconded by Roger Richmond, That the Board of Trustees approve the MRH Board of Trustees Meeting Minutes for 7-27-2023; accept the MRH Finance Committee Meeting Minutes for 8-21-2023; accept the MRH Foundation Meeting Minutes for 7-20-2023; and accept the MRH Quality Steering Committee Minutes for 7-12-2023. Ayes, all. Motion carried.

Projects and Capital Purchases (as recommended by Finance Committee on 8-21-2023).

Radiology Procurement for ECHO Machine, ECHO Table and Bone Density Machine. Alicia Noland presented this procurement that is funded by the state of Colorado Rural Provider Access and Affordability Stimulus Grant in the amount of \$298,062.00. Specific rules for the grant included nothing may be applied for that is already budgeted, and competitive bids were required. The purchase includes an ECHO machine and table, and a Bone Density machine. It is advantageous to purchase this equipment through the grant because services to our community will be increased, and it will not be placed on the capital request budget for 2024. Existing equipment will be sold to help with service agreements on the equipment. The Finance Committee recommended this request be forwarded to the Board of Trustees.

Hospital UPS Refresh Procurement. Todd Jourgensen, Facilities Director, presented this request for replacement of the current UPS equipment at a cost of \$41,207.76 through Eaton. This is a critical piece of equipment for uninterrupted power. The present UPSs have been in service since 2009 with only the batteries having been changed. This is a single source procurement, and the equipment is on the 2023 Budget. The Finance Committee recommended this request be forwarded to the Board of Trustees.

MOTION 2023:70 – Moved by Roger Richmond, seconded by Dr. Allan Reishus, That the Board of Trustees approve the Radiology procurement for an ECHO machine, ECHO table and Bone Density Machine in the amount of \$298,062.00 to be funded by a grant from the state of Colorado. Also, that the Board of Trustees approve the Hospital Uninterruptible Power Source refresh at a cost of \$41,207.76. Ayes, all. Motion carried.

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

MOTION 2023 -71: Moved by Dr. Allan Reishus, 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:

David Skolnick, DO – Anesthesiology. The committees reviewed and approved the application and file for Dr. Skolnick, and they recommend his appointment to the Provisional Staff of The Memorial Hospital at Craig.

Kristen Zhelnin, MD – Pathology. The committees reviewed and approved the application and file for Dr. Zhelnin, and they recommend her 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:

None

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

Sandra Mostaccio-Sweeney, MD – Emergency Medicine. The committees reviewed and approved the application and file for Dr. Mostaccio-Seeeney, and they recommend her reappointment to the Associate Staff of The Memorial Hospital at Craig.

William Howarth, MD – Orthopaedic Surgery. The committees reviewed and approved the application and file for Dr. Howarth, and they recommend his reappointment to the Active Staff of The Memorial Hospital at Craig.

Ayes, all. Motion carried.

2023 Q2 - Quality Report. Zachary Johnson presented the report. Of special interest is that the Patient Experience data is green (meeting benchmarks) in all areas except for one.

2023 Q2 - Population Health Report. Paula Belcher spoke to this report in depth. She noted that she is continuing to improve her dashboard, and would welcome any board member to visit her department. In the last quarter population health has helped 69 individuals with patient navigation needs.

2023 Q2 - Infection Control Report. Olivia Scheele shared the Foley, Central Line and Catheter Utilization Review with the board. Implanted devices create higher infection risk issues for patients. She reviewed other infection data and dashboards.

2023 Q2 – Surgical Patient Satisfaction. RJ Palmer discussed this report that revealed that for April, May and June all benchmarks were met except Call to MD/ED after discharge. He shared several of the positive comments the surgical department has received.

March 2023 Clinics Census Report. Jennifer Riley, CEO, presented the census report of patient areas of MRH.

7-31-2023 MRH Financial and Statistical Report. Brittany Johnson, CFO, presented the report.

Income Statement

Gross revenue for the month of July was at \$11.8m (Column A, Line 4) compared to a budget of \$10.1m. Prior year gross revenue was \$8.6m. Net Patient Revenue was \$6m (Column A, Line 10) for July on a budget of \$5.4m and prior year at \$4.3m.

Revenue Adjustments: Other adjustments (Column A, Line 7) were

\$403k. 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) were estimated in July using a 3-month average. We went live with a new contract on 7/1 and do not have actuals available at this time. Contract labor has reduced with 7 current travelers (column A, line 18). Total expenses for the month were at \$5.8m (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 (\$318k) in total, (\$138k) was from EMS, (\$29k) from OHA, (\$67k) from Retail Pharmacy, and (\$35k) from School Nurse. The net profit for July was \$142k, and YTD net loss is (\$305k) on a budget of \$199k. Prior year was at a net profit of \$492m.

Balance Sheet

Operating cash for the month is at \$5.7m (column A, line 1) which is up from prior month at \$5.3m. We also have \$1m in investments (Column A, Line 2) with LPL Financial.

Under Limited Use Assets (column A, line 17), we have \$1.5m reserved for future cost reports. On column A, line 18 we have \$1.9m that we have self-reserved for future capital purchases.

Days in AR
Days Cash on Hand
Total Profit Margin (TPM)

Days in AR are down from last month's 71 to 70 in July.

Days cash on hand is at 40.2 days, which is up from prior month of 31.5 days. We also have 20 additional days of cash on hand in self-restricted accounts for a total of 60.2 days.

Our TPM for the month is at 1.2%. Our 12-month average is (-0.5%).

MRH Purchase Summary effective 8-24-2023 and the LPL Financial Summary were included.

At 7:32 p.m. the board adjourned to Executive Session.

MOTION 2023 – 72: Moved by Roger Richmond, seconded by Amy Updike, That the Board of Trustees 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)(b) and (f) for discussion of personnel matters pertaining to the transition of Open Heart Advocates to a new independent 501(c)3 corporate entity. Ayes, all. Motion carried.

At 7:47 p.m. the Board of Trustees returned to regular session. At the Executive Session, no motions or actions were taken.

MOTION 2023- 73: Moved by Amy Updike, seconded by John Ponikvar, That the Board of Trustees adjourn the meeting. Ayes, all. Motion carried.

Adjournment. There being no further business, the meeting was adjourned at 7:47 p.m.

Respectfully submitted,

Julie Hanna

Julie Hanna, Executive Assistant and Recorder

