

**RANGELY DISTRICT HOSPITAL  
BOARD OF DIRECTORS MEETING  
April 26<sup>th</sup>, 2018**

**BOARD MEMBERS PRESENT**

John Payne, Chairman  
Jason Kurrasch, Vice Chairman  
Nathaniel Polley, Secretary/Treasurer  
Michelle Huber, Director  
Michael Haub, Director, (Via telephone)

**OTHERS PRESENT**

Nick Goshe III, CEO  
James Dillon, CFO  
Bernie Rice, CCO  
Abigail Urish MD, COS  
Nancy Droste, Radiology  
Cynthia Stults, Exec Assistant/HR Director

**I. WELCOME/CALL TO ORDER**

A quorum being present, this regular meeting of the Rangely Hospital District Board of Directors was called to order at 6:00 p.m. by John Payne, Chairman of the Board.

**II. APPROVAL OF MINUTES**

A. Minutes of the Rangely District Hospital Board of Director's meeting dated March 29, 2018 were presented for review. A motion was made and seconded to accept the meeting minutes as amended. The motion carried unanimously. **ACTION/TAKEN/CLOSED)**

**III. PUBLIC FORUM**

A. **Correspondence:** There was no correspondence presented at this time.

A. **General Public:** No one from the general public was present.

**IV. MEDICAL STAFF REPORT**

- A. Review of Medical Staff Report: Minutes of the April 12<sup>th</sup>, 2018 Medical Staff Report were presented for review. A motion was made and seconded to approve the report as presented. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**
- B. It was recommended to approve the amendment to the Med Staff Bylaws allowing direct access for Physical Therapy for non-Medicare patients. A motion was made and seconded. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

## V. COMPLIANCE REPORT

- A. **EMR Update:** We are fine tuning issues within Athena. Primarily contractual adjustments, and steps in billing statements and collections. We are working on processes for better reporting. Product development for ancillary departments is continuing.
- B. **Staff Safety Issue:** We had to discharge a patient from the clinic in order to address a staff safety issue.
- C. **Approval of 2018 Asphalt maintenance:** As maintenance and upkeep for our parking lots. We have done these in sections. This year the main entrance parking lot and Eagle Crest are due. We have received a bid for \$7,200 from Timothy at Northern Asphalt for both our parking lot and Eagle Crest. It was recommended to approve the new scrubbing asphalt work as presented. A motion was made and seconded to approve. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**
- D. **Approval of Housekeeping scrubber machine:** We are currently down two FTE's in housekeeping. There is a machine that will save hours for cleaning and scrubbing the floors. It's cost is \$8,000. The price alone is less than hiring another FTE just to do the floors. It was recommended to approve the new scrubbing machine as presented. A motion was made and seconded for the new machine. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

## VI. FINANCIAL REPORTS

- A. **March 2018 Financial Report:** We were short staffed in the office as we were missing some key people, we were preparing our 2017 cost report, and, at the same time were being audited for our 2016 cost report. As a result, we have not yet closed March so we have cash, stats and the check register, but no income statement or balance sheet as of this meeting. As far as the 2016 cost report audit, we have been able to fulfill Medicare's requests to date and are in the process of finishing up the 2017 cost report for submission. Overall stats for March were mildly lower than for February. Cash balances are better than expected due to the large early Medicare payments received. The check register for

March was reviewed. A motion was made and seconded to accept the March 2018 Financial Report as presented. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

## **VII. OLD BUSINESS**

- A. Founding Petitioners Plaque:** The Plaque is scheduled to ship May 15 and will take four days to arrive. We hope to have this up before the all staff meeting on May 23<sup>rd</sup>. Here we will announce the winner of the most relatives on the plaque contest and will be handing out a jacket or fleece with the new campus name. This will be intended to build momentum for the public event and hopefully create some internal pride as well.
- B. Campus Signage:** After discussing with John we have ordered the front sign. We will need to ratify that decision at the board meeting. The total will be between \$35,000 and \$40,000 depending on the mount needed when the old sign is removed. We don't have an official date the sign will arrive but June 1<sup>st</sup> is reasonable according to them and that is what we are shooting for. The sign will have an LED message board that we can use to advertise or promote different activities and that we can change based on what is going on. I have included a picture with these notes. We are also having a sign listing our services as a second to the main LED sign. We will need Board approval before we can commission both of these signs to be made. It was recommended to approve \$45,000 for both of the signs discussed. A motion was made and seconded to approve \$45,000 for the signs. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**
- C. CHA Rural Healthcare Conference:** The Health Fair was a huge success again this year and by doing the pre-draws at the fair we dramatically increased foot traffic. We totaled 260 people this year which is down compared to most years but this may also just be the result of us having regular doctors and people getting in throughout the year for their physicals. Most people are seeing one of our providers now. At any rate this was a success.

## **VIII. NEW BUSINESS**

- A. Public Event 2018:** As we have stated now for a couple of months the plaque and new signage is a way for us to link the past to the future and to promote how we started to what we have become. The need for voter support in the future looks imminent and it is important that people in town see value in what we offer. On June 14<sup>th</sup> we are tentatively planning on a public event to unveil the sign and the plaque to the public. We will need to invest some time to personally invite people and the paper. We need to make this a big deal. Michelle suggested turning the board talking points into a pamphlet and we have started working on this. It will have all the statistics of what we do for the community in the first part of the pamphlet and the last part will be dedicated to the need for more tax revenue.

B. **CEO Evaluation:** It is already time for my next evaluation again which is Due June 1<sup>st</sup>. I will email everyone the forms we have used in the past. I will have been the CEO nine years already June 1<sup>st</sup>. That does not seem possible.

**IX. BUSINESS FROM THE FLOOR**

A. There was no business from the floor presented.

**X. EXECUTIVE SESSION**

A. There was no need for an executive session.

**XI. ADJOURNMENT**

A motion was made and seconded to adjourn this regular meeting of the Rangely Hospital District Board of Directors at 7:40 p.m. Motion approved. **(ACTION TAKEN/CLOSED)**

Submitted By:

\_\_\_\_\_  
Nathaniel Polley, Secretary/Treasurer, Board of Directors

Date: \_\_\_\_\_

\_\_\_\_\_  
Cynthia Stults, Executive Assistant

Date: \_\_\_\_\_