

RANGELY DISTRICT HOSPITAL  
**BOARD OF DIRECTORS MEETING**  
September 28<sup>th</sup>, 2017

**BOARD MEMBERS PRESENT**

John Payne, Chairman  
Jason Kurrasch, Vice Chairman  
Nathaniel Polley, Secretary/Treasurer  
Marques L Jones, Director  
Michelle Huber, Director

**OTHERS PRESENT**

Nick Goshe III, CEO  
James Dillon, CFO  
Bernie Rice, CCO  
Sharma Vaughn, CNO  
Abigail Urish MD, COS  
Jodi Dillon, BO Manager  
Norian Edwards

**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 August 31, 2017 were presented for review. A motion was made and seconded to accept the meeting minutes as presented. The motion carried unanimously. **(ACTION/TAKEN/CLOSED)**

**III. PUBLIC FORUM**

**A. Correspondence:** No Correspondence was presented at this time.

**B. General Public:** Norian Edwards was here to request the hospital's participation again this year for the Special Olympics Polar Plunge event. A motion to donate \$500 to sponsor the event again this year was made and seconded. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

#### IV. MEDICAL STAFF REPORT

- A. Review of Medical Staff Report: Minutes of the September 21<sup>st</sup> 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 re-appoint Robert A Kurtzman DO, Pathology to Courtesy Staff, 2 year reappointment. A motion was made and seconded. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**
- C. It was recommended to initially appoint Christina J White MD, and Alexandra McKenzie MD, Diversified Radiology to Consulting Staff, 2 year reappointments. A motion was made and seconded. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

#### V. COMPLIANCE REPORT

- A. **EMR Update:** We have completed our go live portion of our EMR successfully. We have met with our billing representatives and they feel we are headed in the right direction. I am 98% or so happy with the results. The team has really stepped up and all is going well. We have a few bugs we are working out, some technical builds which are mostly workflow issues. Cautiously optimistic ☺.
- B. **Maintenance Update:** We have begun dispensing with the dead trees. The wood has quite a few people interested in removing it. So that should be taken care of shortly. The maintenance truck needs to be replaced. It is quite aged and is only a ½ ton pickup and was never designed for snow removal etc. We are not desperate, but it has more than served its usefulness. We are looking into finding a replacement that is used, ¾ ton and designed for a plow. (\$15-25K) Hopefully before the current old one no longer works.

#### VI. FINANCIAL REPORTS

- A. **Presentation of August's Financial Report:** \$1,659,821 was received in August which will be our cash peak for the year. The Board Meeting was scheduled for December 14, 2017 at 6pm for our November/December Board Meeting. In general stats are up slightly from last month but about the same as recent months. Revenue is 2% less than budget and 4% less than last year. Gross profit is 4% better than budget and 1% better than last year. Total Expenses are 5% more than budget but 3% less than last year. Payroll expense is 3% above budget but 5% less than last year. Year to date Net Income is \$27,409 which is less than the budgeted amount of \$161,234 but better than last year which was (\$149,974). Cash balances are at their peak for the year. The check register for August was reviewed. A motion was made and seconded to accept the July 2017 Financial Report as presented. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**
- B. **Preliminary 218 Budget Approval:** Jim Dillon, CFO submitted a preliminary budget for approval by the board at this meeting. Details of the budget were reviewed. Rangely District Hospital is required to produce a preliminary budget for public viewing by October 15<sup>th</sup>, 2017, This is posted in the administration office (HR). A motion was made and seconded to approve the preliminary budget as presented. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

**VII. OLD BUSINESS**

A. No old business was presented.

**VIII. NEW BUSINESS**

A. **All Staff Meeting:** We are planning for an all staff meeting October 2<sup>nd</sup> at noon and 6pm. For this meeting we have invited Matt Scoggins to take the first 15 minutes to present the schools mil levy initiative. The schools allowed us to present at their staff meetings when we passed a bond for the new hospital and we are returning the favor here. Plus a town needs a strong school system and a strong healthcare system to be successful and this shows our support. After that I will cover a summary of the plans with next year’s budget. I think most are aware of the budget cuts we are making already but this will be where the whole staff hears it from me. Also I will address the fact that our cash is strong at present but we must remain diligent. Most likely after 2018 we are going to need to go for a vote to keep all of our services and if that vote fails we will likely need to start service line cuts and layoffs to remain viable. I will try to present this like there is hope because there is and we are doing the right things to ensure we are around in the future.

B. **Economic Community Development Meeting** We received late notice about this meeting the day before the meeting and I was unable to attend but Bernie was able to attend and I will let him talk about this meeting. I understand John was there as well. Obviously economic development is important to the hospital.

**IX. BUSINESS FROM THE FLOOR**

C. No business from the floor was presented.

**X. EXECUTIVE SESSION**

A. There was no need for an executive session this evening.

**XI. ADJOURNMENT**

A motion was made and seconded to adjourn this regular meeting of the Rangely Hospital District Board of Directors at 7:13 p.m. Motion approved. **(ACTION TAKEN/CLOSED)**

Submitted By:

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

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

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

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