

RANGELY DISTRICT HOSPITAL
BOARD OF DIRECTORS MEETING
October 29, 2015

BOARD MEMBERS PRESENT

Stephen Petersburg, Chairman
John Payne, Vice Chairman
Jason Kurrasch, Secretary/Treasurer (absent/excused)
Buford Adams, Director
Nathaniel Polley, Director

OTHERS PRESENT

Nick Goshe III, CEO
Jim Dillon, CFO
Bernie Rice, CCO
Abigail Urish, MD
Cynthia Stults, Executive Assistant
Nancy Droste, Radiology

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 6:00p.m. by Stephen Petersburg, Chairman of the Board. Jason Kurrasch was unable to attend, his absence was excused.

II. APPROVAL OF MINUTES

Minutes of the Rangely District Hospital Board of Director's meeting dated September 24, 2015 were presented for review. A motion was made and seconded to accept the minutes as presented. The motion carried unanimously. **ACTION/TAKEN/CLOSED**)

III. PUBLIC FORUM

- A. Correspondence:** The sign-up sheet for the RDH Christmas party December 12th at 6pm was passed around for the board members to sign up their selections for dinner.
- B. General Public:** There was no one from the general public present.

IV. MEDICAL STAFF REPORT

- A. Review of Medical Staff Report (Accepted):** Minutes of the October 8th, 2015 Medical Staff Report were presented for review. A motion was made and seconded to approve minutes as presented. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

- B.** It was recommended to transition the Chief of Staff responsibilities from Dr Rieves to Dr Aguirre, effective November 1, 2015 as planned. A motion was made and seconded. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**
- C.** It was recommended to approve the Med Staff By-Law change to Appendix C, Credentialing, Section 6.1, 16 to add Basic Life Support (BLS) to the required certification list. A motion was made and seconded. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

V. COMPLIANCE REPORT

- A. EMR update:** Our upgrade to Meditech 5.67 has gone smoothly. We have fixed a few glitches we have discovered, and are training the physicians on the upgrade. Our current system is about as good as we can expect. And thanks to the efforts of our core team we are becoming fairly proficient with it. In the next year or so we will need to upgrade to a new system to handle the increased requirements, but we will look to grants or outside funding for that portion. It will be a process, and unfortunately, it is what is to be expected.
- B. ICD-10:** We have submitted billings with the new ICD-10 coding requirements. As of today, we have not received any payments on the ICD-10 billings, but that is as expected. We will keep you informed as we find out more. CMS speculated that there might be at least a 90 day delay, and we will see just how long that delay will be.
- C. INHS Consultant:** INHS has been helpful in preparing for meaningful use, we have notified them that we will be changing to a different contract on a time and materials basis instead of our current monthly block rate. This will save the hospital money. Also as E-prescribing is becoming very expensive and we are looking at options to control that cost as well.

VI. FINANCIAL REPORTS

- A. Presentation of August's Financial Report:** We are still expecting \$192,847 of additional funds from our 2013 cost report. Novitas (Medicare) is doing a complete audit due to the substantial change in our capital structure for 2013. So far we have been able to satisfactorily answer all of their questions. We are hopeful, that after a full audit, they will start to pay what they should be paying on an ongoing basis instead of waiting for the cost reports. We have received the third and last of 3 makeup payments for our 2015 HPF funds as is reflected in cash. September stats showed improvement in Clinic, Radiology, and Retail RX, but in general remain at levels we have experienced throughout this year. Revenue is 6% less than budget but 3% greater than last year. Gross profit is 14% more than last year and 8% more than budget. The improvement is due to receipt of the third of three HPF makeup payments in September. All of these payments are included in the "Medicare" line on the summarized P&L statement. Total Expenses are even with budget and 2% less than last year. Payroll expense is 5% above budget and 7% more than last year. Purchased service expenses are 4% less than budget and 38% less than last year. Year-to-date Net Income is \$384,390 which is better than last year's figure of (\$967,452) and better than the budgeted figure of (\$559,623). Cash balances are up for September as

expected with the receipt of the third HPF makeup payment. Currently we are not expecting to need a line of credit for 2016, but we may want to have it in place to see how the transition to ICD-10 goes. The Check Register for September was reviewed. A motion was made and seconded to accept the September 2015 Financial Report as presented. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

- B. 2015 Thanksgiving Turkeys:** For the past few years, the board has authorized the purchase of Turkeys from Nichols Store for the employees for Thanksgiving. A motion was made and seconded to again approve the purchase of 12-16 pound turkeys for the employees of the hospital. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

VII. OLD BUSINESS

- A. Physical Therapy:** Luke Geer has accepted the physical therapy manager job and will start the last week of December. Erin will work 15 hours a week and start in the first week of January. Patrick whom we have as a locum will work until the middle of January as a locum and then we are working on a part-time contract with him. This should make us fully staffed in Physical Therapy again.

VIII. NEW BUSINESS

- A. Continuing Education:** As part of our budget cuts this spring I did not attend a conference this year as laid out in my contract. In 2016 it is my desire to remain current on healthcare management as well as maintain my Fellow status with the American College of Healthcare Executives (ACHE). In order to do this I will need to attend a face to face educational seminar. On February 16th through the 18th I would like to attend an ACHE conference in Scottsdale Arizona on Critical Financial Skills for Hospital Success and Hospitals of the Future. The speaker of this conference is very good and I have learned a lot from him in the past. The cost of this program will be \$2,950 plus hotel and flight. A motion was made and seconded to approve Nick's Continuing Education request as presented. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

IX. BUSINESS FROM THE FLOOR

- A.** No Business from the floor was presented.

X. EXECUTIVE SESSION

A motion was made and seconded to enter Executive Session at 6:26p.m. per C.R.S. §24-6-402(4) (f) "personnel matters." The motion was approved unanimously. **(ACTION TAKEN/CLOSED)**

XI. ADJOURNMENT

A motion was made and seconded to adjourn this regular meeting of the Rangely Hospital District Board of Directors at 6:44 p.m. Motion approved. **(ACTION TAKEN/CLOSED)**

Submitted By:

Jason Kurrasch, Secretary/Treasurer, Board of Directors

Date: _____

Cynthia Stults, Executive Assistant

Date: _____