

**RANGELY DISTRICT HOSPITAL  
BOARD OF DIRECTORS MEETING  
January 30, 2014**

**BOARD MEMBERS PRESENT**

Jack Rich, Chairman  
Stephen Petersburg, Vice Chairman  
Robert Mackey, Secretary/Treasurer  
John Payne, Director  
Buford Adams, Director (Absent /Excused)

**OTHERS PRESENT**

Nick Goshe, CEO  
Bernie Rice, CCO  
Cynthia Stults, Executive Assistant  
Jim Dillon, CFO (Absent)  
Timothy Hsu, COS (Absent)

**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 6:02 p.m. by Mr. Jack Rich, Chairman. Buford Adams was excused for his absence. He is currently out of state.

**II. APPROVAL OF MINUTES**

Minutes of the Rangely District Hospital Board of Director's meeting dated December 10, 2013 were presented. Due to the request for yearend financials, December's minutes had been approved prior to this board meeting at year end. A motion was made and seconded to accept the minutes as approved earlier. The motion carried unanimously. (**ACTION/TAKEN/CLOSED**)

**III. PUBLIC FORUM**

**A. Correspondence:** There were three items of correspondence read in. The family of Jack Hillis, a former board member, sent a thank you for the flower arrangement sent to his services. The family of John and Barbara Urbanik sent a thank you for the flowers sent to their mother's (Lillian Urbanik) services. And the Jim Dillon family sent a thank you for the floral arrangement sent in honor of his sister.

**B. General Public:** There were no speakers from the general public present.

#### IV. MEDICAL STAFF REPORT

- A. Review of Medical Staff Report (Accepted): Minutes of the December 12, 2013 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 approve the following ten radiologists from the Virtual Radiology Group to Consulting Staff, Namely: *Taro Aikawa MD, David D. Burdette MD, Kimberly Burkholz MD, Karen S Caldemeyer MD, Gregory Kenyherz MD, Christine Lamoureux MD, Marc Howard Paul MD, Christopher Rickman MD, Virginia C. Schreiner MD and James H. Turner MD.* for appointment to Consulting Staff. A motion was made and seconded. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**
- C. It was recommended to approve Dr. Sarah Kathleen Rieves, MD to grant provisional privileges to Medical Staff. A motion was made and seconded. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**
- D. Review of Medical Staff Report (Accepted): Minutes of the January 9, 2014 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)**
- E. It was recommended to renew the two year appointment for Dr. Jean Karyl Ting, MD, to Active Medical Staff. A motion was made and seconded. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

#### V. COMPLIANCE REPORT

##### A. **EMR update:**

We are moving ahead with our EMR implementation INHS a company that Western Health Care Alliance supplied us with is being a great deal of help. We have been able to complete phase one of attestation which will result in some additional dollars for incentive programs Jim is now getting the information on how much and how soon. We are gearing up for phase two attestation which will be much more difficult and time consuming than phase one.

##### B. **Eagle Crest Generator:**

The bid was returned to Ducey's electric in order to see if the price could be adjusted down. Alan said it could be if we waited till spring which is what maintenance suspected all along. We will review the bid and get a better price or bid it out in spring. In the mean time we have back up heating units on standby in the maintenance garage at the old hospital site in case of emergency and the plan will be for their crew to be notified if problems occur for immediate set up.

**C. Resolution for the May Election:**

We need a motion of intent to participate in the Election for board members this May. It is also required that we have a board resolution to appoint Cindy Stults as our Designated Election Officer and to designate whether or not we will be having a mail ballot or polling place election. We will be posting the vacancies in the newspaper February 13<sup>th</sup> 2014, as required by election law. A motion was made and seconded to approve participation in the May 6, 2014 Polling Place Election. Cindy Stults is designated as the Designated Election Official as presented. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

**D. Phone Scam:**

We have had a phone scam using our hospital's name trying to get patient information. We are not alone in this. We have had several calls from Texas, Missouri, Arkansas, Mississippi, West Virginia, etc. notifying us that they are experiencing the same thing. We have done the following:

1. Notified the police.
2. Put notice on the website.
3. Put notices on Hospital as well as three individuals Facebook accounts.
4. Posted a notice in paper.

Of these probably the most read is the Facebook accounts as anything that gets on that is spread like wildfire. Not sure if we could do anything else as the perpetrators were from an India location. We have contacted CommonD and our IT department assures us that there has been no internal breach. In speaking with the facilities in Texas and Mississippi A possible common link with all our facilities is that we all participate in the Federal prescription 340-B program and use the same vendor, SunRX. Kym from the pharmacy has contacted Sun RX regarding a possible breach/link and they are looking into it as well. The important thing is to let the public know that this is going on and to warn them to protecting their private information. We feel we have used due diligence in notifying our community.

**VI. FINANCIAL REPORTS**

**A. Financial Report:** Stats for the Clinic and dependent ancillary departments were below budget for 2013 With the exception of Physical Therapy and Endoscopy. They were also below 2012. Annual inpatient stats were also below budget, but with the exception of Inpatient Acute, they were better than last year. Long Term Care, Eagle Crest, and Endoscopy activity were better than either last year or budget. For 2013, Revenue is 19% below budget but 2% better than 2012. Note that the Medicare cost report allowance has increased substantially as per the interim cost report calculations and has brought Gross Profit to within 5% of budget. Total Expenses are 4% greater than budget and 46% more than last year. Most of the amount over Budget is due to higher than expected Depreciation expense and increased Locum requirements. Depreciation expense was increased significantly per the finalization of the new hospital asset breakdown. YTD Payroll expense is 8% below budget and 5% over last year. However, Purchased Services are somewhat above budget due to higher than expected locum tenens expenses. If you remove the effect of Bond Interest and Depreciation, Expenses would be 0.6% under budget, but 8.9% over last year. Cash balances are at expected levels for Year

End. We continue to monitor cash closely. The Check Register was reviewed. A motion was made and seconded to accept the Year End 2013 Financial Report as presented. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

## **VII. OLD BUSINESS**

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

## **VIII. NEW BUSINESS**

- A. **Clinic Changes:** We are working towards more consistency in the clinic. Sheryl is now working a new role in Risk Management and Quality. Shelby Lindsay is our interim clinic manager. We have a unique opportunity, with Shelby, while we wait for him to get licensed. We are bringing in a number of new providers and we absolutely need our new providers to gel in the way we practice medicine for the good of the hospital and the community. Shelby is in a perfect position to get this process rolling. He has held management positions in the retail business world before transitioning to health care. He has done almost all of his clinical time in our clinic working with a number of the providers here already. Sometime in February Shelby will be accredited as a Nurse Practitioner and at that time we will begin working him into the clinic rotation as a provider but this will take some time. Once he is working as a full-time provider We will need to put in place a full-time clinic manager. Until then we are going to utilize Shelby to the fullest to get the new providers organized and get the clinic running efficiently again. We are also increasing our effort into marketing our new providers. This is something we have not done enough of in the past and is going to be essential as we rebuild post Dr. Adams and to some extent Dr. Cameron. Sometime in March we will be sending out an all town mailer focusing on our providers. This will be similar to the mailers we did for long term care earlier this year and also the new hospital when we opened last January. In addition, we are creating large poster boards for display in various areas of the hospital to promote each of our medical staff. Whenever someone visits the hospital they will see our provider's front and center. We are also in the early stages of planning a reception for our new providers as a way to introduce them to the town. This would likely be in April after Aguirre starts. We thought we could do something utilizing the meeting rooms and the cafeteria. The end goal must be getting the new providers seen and known in the community. I think we are in the beginning phases of putting together a pretty good medical staff for the foreseeable future and we need to get that word out.

One last note, I am in discussions with a friend of Dr. Reeves, from Grand Junction. I am not listing a name because she wants her inquiry kept confidential at this time. But, she sounds like she is interested in a part time role, like Dr. Reeves, possibly working opposite Dr. Hsu. If this works out, we will be at a point where Docs Who Care covers Dr. Hsu and vacations only. I will keep you updated as I know more.

**B. Rangely School District Proposal:** The school wants us to share cost in restoring the ECC building to the way it was before the Salters rented the property and when we assumed the lease to run the pharmacy. To be clear, I do not object to helping the school district, but we are under no obligation to do so. When we assumed the lease the intent of the school district was to sell the building and they did not care what we did with it as long as we paid the rent. We utilized this building successfully. I think this was a win/win for the school and the hospital. Matt is suggesting that he believes the total cost will not exceed \$5,000 and that we could split the cost. If we do this I would recommend capping the amount we will spend because \$5,000 does not sound like much for construction cost. A motion was made to split the cost with the School District for the repairs to the EEC building. The amount approved was \$2500 with a cap of \$5000 for construction costs. The motion was made and seconded. 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 7:32 p.m. per C.R.S. §24-6-402(4) (f) “personnel issues.” 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 7:52 p.m. Motion approved. **(ACTION TAKEN/CLOSED)**

Submitted By:

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Cynthia Stults, Executive Assistant

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

\_\_\_\_\_  
Robert Mackey, Secretary/Treasurer, Board of Directors

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