

RANGELY DISTRICT HOSPITAL
BOARD OF DIRECTORS MEETING
December 10, 2015

BOARD MEMBERS PRESENT

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

OTHERS PRESENT

Nick Goshe III, CEO
Jim Dillon, CFO
Bernie Rice, CCO
Cynthia Stults, Executive Assistant

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. Buford Adams is currently out of the country and unable to attend, his absence was excused.

II. APPROVAL OF MINUTES

Minutes of the Rangely District Hospital Board of Director's meeting dated October 29, 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:** A thank you note from an employee for this year's bonus was presented to the board.
- B. General Public:** There was no one from the general public present. John Whipple had planned on attending to discuss November promotions for Men's health. He had a few good ideas and Nick has talked to the physicians and we hope to implement a few next year. We were not contacted about it until the second week of November this year and will need more time to plan and advertise in the future.

IV. MEDICAL STAFF REPORT

- A. Review of Medical Staff Report (Accepted): Minutes of the November 12th, 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)**

V. COMPLIANCE REPORT

- A. **Health Streams:** Health Streams annual mandated training for hospital employees was completed this year. (With 100% compliance this year for the first time!) Thanks Brenda Sherman & Cindy Stults for helping with this effort!
- B. **EMR Update:** EMR continues to be upgraded as new updates come in.
- C. **ICD 10 update:** As it stands now, we have started getting paid with this new coding. It may be too early to tell yet, but we are hoping it will go smoother than expected. We have received payment for some of the bills we have submitted; so we are holding our breath it will continue go better than projected.
- D. **Maintenance Director:** We are all saddened by the loss of Mike to leukemia. He will be sorely missed. To Mike's credit he had set up his department to have Dave Karschner as the obvious pick for promotion. We hired Dave last week to take officially over as our new maintenance director.

VI. FINANCIAL REPORTS

- A. **Presentation of October's Financial Report:** We are still expecting \$192,847 of additional funds after a successful audit of our 2013 cost report. In addition, we are working with Novitas (Medicare) to get some interim payment relief so we don't have to wait until next year for more than \$2MM in cash due to RDH. We are trying to get a partial payment of what is currently due to us from 2015. On November 1st, we made our 2015 principle and interest payment on our bonds with funds to spare. October stats were up overall. Clinic, Radiology, Lab, Physical therapy and Retail Pharmacy had their best month of 2015. Also, this is the third month in a row that Clinic stats have gone up. Revenue is 3% less than budget but 6% greater than last year. Gross profit is 18% more than last year and 10% more than budget. The improvement is largely due to higher levels of Hospital Provider Fee payments. Total Expenses are even with budget and 1% less than last year. Payroll expense is 4% above budget and 5% more than last year. Purchased service expenses are 3% less than budget and 34% less than last year. Year-to-date Net Income is \$689,363 which is better than last year's figure of (\$1,117,394) and better than the budgeted figure of (\$640,998). Cash balances for October are as expected. Although we are not expecting to need a line of credit for 2016, we are putting it in place for possible unforeseen contingencies in 2016. The Check Register for October was reviewed. A motion was made and seconded to accept the October 2015 Financial Report as presented. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

- B. FINAL Budget 2016:** The final operating budget for 2016 was presented by Jim Dillon, CFO. A motion was made and seconded to accept the Final Budget for 2016 as presented. Vote: The motion carried unanimously. **(ACTION TAKEN/CLOSED)**
- C. Authorize TABOR 2016 Line of Credit:** In order to re-open our line of credit across year end and remain compliant with TABOR regulations, we will need approval for the re-opening of the line of credit whose current balance is zero. To reopen the line in the amount of \$1.5MM for 2016. The bank will need the signed minutes from this board meeting by the 21st of this month. Normally minutes are not approved until the next board meeting (Jan. 28, 2016). They will accept unofficial minutes signed by both the Chairman (Stephen Petersburg) and the Secretary (Jason Kurrasch) of the Board prior to the filing deadline. A motion was made and seconded to authorize the appropriation of the 2016 Line of Credit for \$1.5MM as presented. Vote: The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

VII. OLD BUSINESS

- A. Physical Therapy:** Luke Geer started working November 30th as our Physical Therapy Director. Erin will start after the 1st of the year.

VIII. NEW BUSINESS

- A. No New Business was presented.

IX. BUSINESS FROM THE FLOOR

- A.** A complaint was discussed in the way the clinic has receptionists asking personal questions in order to leave a message for the physicians. Patients would rather leave a voicemail, or speak with a nurse or MA and not a receptionist.
- B.** Since the Physicians have been talking about marketing to seeing more children, John suggested that we maybe start a “Wellness Day” on a Saturday or something where parents can bring their children and meet the physicians.
- C.** Marketing for Eagle Crest Assisted Living was discussed. Conducting exit interviews and physician interviews might be helpful in addition to what we are already doing. Marketing is also done online and in surrounding communities as well as locally.
- D.** Steve suggested that this spring would be a great time to go back to the public with a “State of the Hospital” presentation. In order to let our community know what we are doing, the challenges we are facing, and what we are working on. We can present the Pediatric outreach, staffing and marketing and the things we have been talking about. It is always best to be proactive about our positions and let our community know what we are working on strategically. It is prudent to open to the public

X. EXECUTIVE SESSION

A motion was made and seconded to enter Executive Session at 6:56p.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 7:20 p.m. Motion approved. **(ACTION TAKEN/CLOSED)**

Submitted By:

Jason Kurrasch, Secretary/Treasurer, Board of Directors

Date: _____

Cynthia Stults, Executive Assistant

Date: _____