

RANGELY DISTRICT HOSPITAL  
**BOARD OF DIRECTORS MEETING**  
January 25<sup>th</sup>, 2018

**BOARD MEMBERS PRESENT**

John Payne, Chairman  
Jason Kurrasch, Vice Chairman  
Nathaniel Polley, Secretary/Treasurer (absent/ill/excused)  
Michelle Huber, Director

**OTHERS PRESENT**

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

**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 December 14, 2017 were presented for review. A motion was made and seconded to accept the meeting minutes as corrected. The motion carried unanimously. **ACTION/TAKEN/CLOSED)**

**III. PUBLIC FORUM**

A. **Board Vacancy:** Due to Marques' resignation and moving out of state, the Board interviewed Michael Haub from Chevron, He was the loan applicant for the vacancy that had applied and was eligible to run in the May's 2018 election. Mr Haub was introduced and was interviewed by the Board of Directors. The Board then excused Mr Haub and went into executive session at 6:13pm to discuss the application. The Board then reconvened at 6:15pm into the regular public session. And called Mr Haub and other members present back into the board room. It was recommended to appoint Michael

Haub to fill the vacancy created by Marques L. Jones resignation. A motion was made and seconded. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

- B. **Correspondence:** The Board received a letter requesting support to the local high school for their after prom “Rowdy Worm” activity. It was recommended to donate \$500 to Rangely Junior Senior High school for their after prom activity. A motion was made and seconded. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

The Board received a request from New Eden to again donate \$720 towards car seats for new parents in the Rangely community in need. It was recommended to donate the \$720 needed to purchase car seats for new parents in the Rangely community in need. A motion was made and seconded. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

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

#### IV. MEDICAL STAFF REPORT

- A. Review of Medical Staff Report: Minutes of the December 14<sup>th</sup>, 2017 Medical Staff Report were presented for review. A motion was made and seconded to approve the report as amended. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

#### V. COMPLIANCE REPORT

- A. **EMR Update:** We are currently working on reports needed in Athena. We mostly having issues with images. We are changing over to Meditech and utilizing Go-Tech as a go between the two systems and streamlining workflow issues.
- B. **Tree Clean up on Old Hospital site:** We have been waiting for the snow in order to burn the branches etc. from the trees that were cut down on the old hospital site. The dry grasses and leaves were such a fire hazard. Now that nature has cooperated, this week we are working on getting it all cleaned up.
- C. **Designated Election Official:** It is time to designate an election official to exercise the authority of the Board in conducting the election for May 8<sup>th</sup>, 2018 for the three positions we will have available. We have filed our transparency notice as required and posted the required notices. It is proposed to again designate Cynthia Stults as the Board of Directors, Rangely Hospital District’s Designated Election Official. A motion was made and seconded. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

#### VI. FINANCIAL REPORTS

- A. December 2017 Financial Report:** The accompanying year-end figures are preliminary. Various year-end adjustments are yet to be made. As was noted in the previous meeting, we received Medicare's interim cost report payments of \$985,691 which was about \$400k more than expected so cash balances are higher than expected. We would have received this money next year with our normal cost report filing so this is an early receipt of funds rather than additional funds. Clinic visits as well as most ancillary services were down mildly for the year. However Retail Pharmacy and Inpatient are up mildly. Eagle Crest has 1 more resident than it started the year with. Overall stats remain relatively flat. Revenue is 4% less than budget and 4% less than last year. Gross profit is 2% better than budget and 8% better than last year. Total Expenses are 5% more than budget and even with last year. Payroll expense is 5% above budget but 2% less than last year. Year to date Net Income is \$42,280 which is less than the budgeted amount of \$241,638 as well as better than last year which was (\$902,988). Cash balances are better than expected due to the interim Medicare payment as mentioned above. The check register for December was reviewed. A motion was made and seconded to accept the December 2017 Financial Report as amended. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**
- B. John Payne requested a running total on the board funds to be included in the financials for 2018.

## **VII. OLD BUSINESS**

- A. Campus Naming Contest and Founding Petitioners Plaque:** As discussed at the last board meeting we have initiated conversations on constructing a plaque with the founding petitioner's names on it. Attempts to get a better copy of the original document were unsuccessful as the original documents have been destroyed. That leaves us to interpret the signatures on the list manually. Also voter registration and census documents are still classified so we are not able to get these lists to compare signatures to names in the district at that time. This was surprising but even our lawyers were unable to work around this. This leaves us to do this task manually and to solicit feedback from staff and community members for the sake of getting the names correct. We don't want to spend a great deal of money on a plaque only to have someone come out and say we spelled their relatives name wrong. As for cost this will be in the ball park of around \$13,000. I have solicited request to several businesses and most have only wanted to work on small plaques or trophies not large wall plaques. We still feel this is a worthwhile pursuit but we want to get the names right so it will take a little longer than originally thought. An idea was brought up to have the names listed at the health fair this year to give all visitors a chance to review spelling and such. Also Bernie is in process of visiting long standing community members to complete the names. In all there are a certain number of names that have been cut off in the scanning process and these appear to be lost forever but there will still be 600 plus names on this list when all is said and done.

The other topic brought up last meeting was on calling our campus something and changing the signage. We have kicked up a contest awarding the winner 24 hours of paid time off (PTO). This has been met with a great deal of enthusiasm and I think the attitude

has been positive about the idea. I have also started talking to signage companies and I am in the process of getting quotes on designing a new entry sign with an LED message board that can be changed to announce activities the hospital is sponsoring or board meeting. Basically whatever we want to put on it and this has been largely viewed as very positive as well.

## **VIII. NEW BUSINESS**

- A. **All Staff Meeting:** We will be having an all staff meeting on February 6<sup>th</sup> at noon and 6pm. The purpose of this meeting will be to talk in more detail about the above and convey a message of pride in what services we offer the town and how we have grown since the founding petitioners in 1959. Basically linking the past to the future in hopes of using a similar tactic when educating the public when the need for more community support arises.
- B. **Continuing Education Conference:** As part of my contract I have been permitted to attend one continuing education conference in Healthcare Administration annually. I use this conference to stay up on healthcare trends and keep my Fellowship with the American College of Healthcare Executives (FACHE) up-to-date. I have not attended a conference the last two years as part of broad expense reduction strategy. That being said this year if I do not get some continuing education credits my FACHE will expire. I have discussed with John about attending a four day seminar in Phoenix the week of February 12<sup>th</sup> on trends in healthcare. This will meet all of my face to face education requirements for early next year's renewal.
- C. **CHA Rural Healthcare Conference:** As I emailed to you this is the Colorado Hospital Association rural conference. Colorado has a significant portion of rural hospitals and it seems better geared to us. Anyhow, this is the conference last year where they asked me to speak at the capital and I did. Steven Summer personally invited me this year and said that depending what is going on with rural initiatives if needed he would like me to speak again if so needed. I said that if needed I would certainly speak up on rural healthcare's behalf. Again this is probably good that we attend these. Board members are invited too and I sent you the invite via email the conference is March 6 through the 9<sup>th</sup> in a Denver suburb. Let me know if you are interested and we will get you registered.

## **IX. BUSINESS FROM THE FLOOR**

- A. No Business from the floor was 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 7:25 p.m. Motion approved. **(ACTION TAKEN/CLOSED)**

Submitted By:

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

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

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

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