



Minutes for Meeting Book - Board of Director Meeting September 30, 2021

09/30/2021 | 07:00 PM - (GMT-07:00) Mountain Time (US & Canada)

Rangely District Hospital Meeting Rooms

Attendees (10)

John Payne; Shad Peters; Diane Sizemore; Brad Casto; Kyle Wren; Jodi Dillon; Wendi Gillard; Jimmy Dillon; Wesley White; Paulo Fernandez

Notice:

The Board of Directors of the Rangely Hospital District shall conduct a regular meeting at 6 p.m., September 30, 2021 in the Meeting Room of Rangely District Hospital, 225 Eagle Crest Drive, Rangely Colorado.

Public Comment:

Any member of the public may address the Board on matters which are within the jurisdiction of the Board. Please be mindful and considerate of others when addressing the Board as far as time goes. The public comment time is for questions and answers and for you to express your views. The Board may need more time to research your question and will reach out at a later date and will comment on the issue at the next board meeting.

1. Welcome/Call to Order

A. Roll Call

Keith Peterson was absent/excused

Dr. Salek

B. Pledge of Allegiance

C. Prayer

II. Approval of Minutes

A motion was made or seconded to approve the August 26, 2021 Board of Directors Meeting Minutes.

Vote: Motion Carried

(ACTION/TAKENT/CLOSED)

III. Public Forum

Dr. Salek introduced himself to the Board of Directors.

A. Correspondence

B. General Public

IV. CEO Report

CEO NOTES

September 30th 2021

Surgery Suite:

- Attached to boardpaq is the OR conversion proposal and conceptual design, total cost \$3,814,218 with \$250,130.00 in contingency.
- We are currently researching ROI, work load, impact on total facility. As a critical access hospital reimbursement is increased.
- Ideas for investment – Financing, Grant funding, Set-up account to set aside funds.
- Personally, if everything lines up I would like to see the project completed end of 2022-2023.
- Chris Thomas, CEO community is excited along with Dr. Morse general surgery team to help out wherever needed.

Hospital Provider Update:

- Clinic Staff: Dr. Morwood, Dr. Salek, Dr. Torgersen (July 2022), Leslyn Joseph, Kelsey Riggio, Vivian Dillon.
- Weekend ER: Dr. Hsu, Dr. Sutton.
- Specialties: Dr. Laws (Cardiology) Dr. Morse (Endoscopies/Colonoscopies) Dr. Joyce (OB/GYN)

Positions open around the hospital:

- Home Health Nurse (retired), CT tech (retired), Physical Therapist, Nursing, PT office Coordinator (retired), few in housekeeping, Eagle Crest and Dietary.

Salaries:

- Within the next few weeks we will be increasing some of our entry level starting wages. Specifically, housekeeping, dietary, and possibly CNA's to remain competitive.

COVID Update:

- Currently, two employees are positive. We continue to see an increase in community transmission which has affected a few staff.

Vaccine Mandate:

- We created our policy and have submitted it to the State. We are complying with all the regulations regarding the mandate. Federally they have tied the mandate to Medicare and

Medicaid reimbursement. Employees are able to fill out a medical or religious waiver in they choose to remain unvaccinated. Those employees that are not vaccinated will be required to do additional testing based on community transmission rate.

Foundation Update:

- Golf tournament was a success, it raised \$3240.00
- Main street grant 100% approved, \$150,000 dollars. Waiting on the PO to start project.
- Next meeting scheduled for the 26th of October @6pm.

Marketing Campaign:

- Ongoing marketing campaign, should see daily, weekly posts on Facebook and Instagram.
- We are looking for ways to promote the new physicians, services and facility.
- Teaming up with Josh from Aline Multimedia – 3-5 minute video, also 45, 30, 15 second clips.

Customer Service:

- We continue to look for ways to enhance our patient satisfaction and customer service.
- Discussed with manager about leaving spaces open for patients.
- We will have further training through Relias modules on customer service.
- Volunteers for the front (Idea that we have discussed)
- We started clinic walk-ins several months ago and its going very well.
- Teamed up with a company called Phreesia. We will be implementing a new clinic process to enhance patient registration. It will be a much smoother process and everything will can be done on your mobile phone.
- Schedule an appointment/select your provider
- Sign consents
- Reminders
- Pay bills

Durable Medical Equipment:

- On-going research to evaluate ROI and implementation.

Blue Cross Blue Shield:

- Insurance company has agreed to back pay around 1 million. Making progress with insurance company.

Maintenance:

- Pipe crack back side of the building. Drain from the cafeteria cracked and backed up. Maintenance has a temporary fix but is expected to have a permanent shortly. Back hallway entrance is unusable at the moment.

Christmas Party:

- Throughout the year the Christmas Committee raises money for Christmas gifts. They hold different events but mainly potluck type lunches for a set price. To date they have raised just over \$3,000 dollars. These funds will be used for Christmas gifts at the end of the year.

Out of the Office:

- October 18th – October 22nd, I will be traveling with Henry Morgan clinic manger to Melissa Memorial to tour their hospital. They have similar rural hospital like ours with clinic and surgery. This same week is a Rural Health Conference in Denver, 20-22nd.

V. Medical Staff Report

A motion was made and seconded to approve the August 12, 2021 Medical Staff Meeting Minutes.

Vote: Motion Carried

(ACTION/TAKENT/CLOSED)

VI. CNO/COO Report

Nursing

- 3 travelers. One new RN and new LPN signed
- Continuing recruiting efforts for nursing and respiratory therapy
- Expecting to have HTP milestones in place and submitted by end of month
- COVID outbreak within the facility
- PCC pushed back to October 6th
- Census
- 152 ER visits (about 23 COVID, 11 for monoclonal antibodies). 78 inpatient days
- 12 LTC Pts
- CDPE Chapter 4 regulations came out stating hospitals must staff 1 Nurse per area (Acute/Extended Care and ER)

Respiratory

- Hired Doug Dillon as respiratory tech. Plans to enroll in school for respiratory therapist

Eagle Crest

- Admitted new resident last week. Puts total at 10. Still a few potential residents waiting to see if COVID rules change

VII. Compliance Report

- HTP: The Implementation Plan is almost ready to submit, they are due on the 30th. The team has worked hard on goals that will be achievable. At the bottom of this document you can see "Milestone 1" for each of the 6 interventions. This Implementation Plan will be submitted and HTP will have 20 days to look it over and send feedback to RDH, so these may change. I am attaching the draft document with these current milestones as well as (possible) future milestones.

- I am currently taking a course through CHA to prepare to test for my CPHQ certification. I am hoping to test in December or January.
- This month there was a COVID outbreak in our facility. 8 LTC residents fell ill as well as 7 staff members. Our team handled this outbreak like champs and are near the end of the “outbreak status”. We did lose one resident who had COVID, but she was declining fast before COVID entered our facility. I just want to commend our nursing staff and the staff from other departments who joined forces and carried LTC through to the other side.
- The Revenue Cycle Committee: has been working on building contract libraries, financials for when Point Click Care goes live (had to push this out due to the outbreak), and Heidi is working on ambulance claims for Medicaid to name just a few things on the workplan.
- Relias: Yearly Relias Learning Modules are due 11/1/2021. This has gone well and it’s been very useful for not only regulatory training, but other CEUs and additional trainings needed.
- COVID: As mentioned before, there was an outbreak in LTC. Outbreak status changed visitation, communal dining, etc. We believe when our outbreak status is over we will open visitation back up to one visitor per day per resident, while still ensuring visitors area robustly screened. We have completed the waiver application for the Mandatory Vaccination requirement. I have attached the waiver application as well as the notice that is required to be posted for 30 days for the public. We will see if the state approves our request. In the meantime, we are talking candidly with employees about medical and religious exemptions that they must have if they are not getting vaccinated. Testing requirements for unvaccinated employees are coming down the shoot and we are trying to work with lab to figure out a reasonable workflow. The paperwork portion will be the most cumbersome.

VIII. Financial Report

A motion was made and seconded to approve the financial report for August 2021.

Vote: Motion Carried

(ACTION/TAKENT/CLOSED)

IX. Business from the Floor

Keith and Sara Peterson have inviting the Board, Providers and Administration to a Halloween party/dinner on Saturday, October 30th. Please bring your families, a side dish and dress up if you'd like:)

X. Executive Session

XI. Adjournment

A motion was made and seconded to adjourn the September 30, 2021 board of directors meeting at 8:33.