

RANGELY DISTRICT HOSPITAL
BOARD OF DIRECTORS MEETING
September 29, 2016

BOARD MEMBERS PRESENT

John Payne, Chairman
Jason Kurrasch, Vice Chairman
Nathaniel Polley, Secretary/Treasurer
Marques L Jones, Director
Michelle Huber, Director

OTHERS PRESENT

Nick Goshe III, CEO
James Dillon, CFO
Bernie Rice, CCO
Abigail Urish, MD
Cynthia Stults, Executive Assistant
Beth Wiley

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 5:59p.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 August 25, 2016 were presented for review. A motion was made and seconded to accept the minutes as corrected. The motion carried unanimously. **ACTION/TAKEN/CLOSED)**

III. PUBLIC FORUM

A. **Correspondence:** There was no correspondence presented.

B. **General Public:** Beth Wiley from the Rangely Community Gardens was present to solicit the hospital again this year for a donation to improve the children's programs offered by the community garden to the children of the community as well as improve accessibility to those with disabilities, like raised flower beds and improving fencing to help keep critters out. Beth also asked the Board to support a new magazine she is starting up featuring the community of Rangely. The magazine would be placed regionally promoting our town and community. Beth was asking for a sponsorship from the hospital for \$500 to \$1,000 a month to help start up this magazine. After much discussion, the board agreed to table the magazine sponsorship until after it has been published to see if it would be mutually agreeable to sponsor it. A motion was made and seconded to donate \$500 to the community gardens again this year. The motion carried unanimously. **ACTION/TAKEN/CLOSED)**

IV. MEDICAL STAFF REPORT

- A. There was no med staff report this month due to an insufficient quorum. The meeting scheduled for 9-8-2016 was cancelled.

V. COMPLIANCE REPORT

A. **EMR Update:** Today the new Fiber Optic was installed to the hospital. We are excited for the potential in revenue this can bring. Before it would take 20-50 minutes to transfer images. With Fiber optic this will greatly improve and provide us with options we never had before, which we are so excited about. We have been hindered by what our electronic medical record can and cannot do. On its face, our EMR is to record and report a complete medical record including charting, billing, coding, for each patient's encounter with us. Everything we do for a patient is on electronic records. EMR's are expensive. They were designed to improve quality, cost and continuity of care. We were limited in our infrastructure as to what we could use and utilize. Meditech was not user friendly but with our limited infrastructure it was our best option. Meditech charges us for every interface and upgrade. Now with the upgrade to fiber optic we have more options and choices. We are currently looking at a model that is better suited for us and the services we provide. We have an excellent core team and we know what questions and services to ask now that we did not know at the beginning of this EMR implementation. One of the models that we are looking at now will help us control our costs and improve our options by thousands of dollars. We are only in the investigative stage, but we are optimistically hopeful that we are moving in the right direction. We are not just looking at one model but three or four in order to make the best decision. We will report more in January once we have investigated this further.

B. **Board Training Compliance & EMR:** Bernie presented a power point training to the board on the issues of Compliance and meeting new mandates as we are directed to by the OCR. (Office of Civil Rights). One of their requirements is to have a Chief Compliance Officer who oversees our Policies and Procedures to ensure we are in compliance as required by the State. Each department writes their policies and it is our responsibility as administration to review these on an annual basis. We utilize an online program called PolicyStat that is administered by HR. This program reminds and sends notices when policies are due to be reviewed and helps to keep us in compliance and recognize those whom are not so that discipline or further training can be completed. We have an ongoing training for mandatory requirement through OCR, EEOC, MSHA, OSHA, the State etc. Our mandatory training is done through Healthstreams, which everyone is required to do. It is online so we do not have to take employees out of their departments in order to have them do mandatory trainings. I do not do everything by myself, I have a team that supports me and our departments so that there are no surprises but we are efficient and compliant.

VI. FINANCIAL REPORTS

A. Presentation of August's Financial Report: Per recent correspondence from the state, we will begin receiving \$91,287 and paying \$7,125 per month from October 2016 to June of 2017. We were being paid \$44,319 and paying \$7,988. This is a net of \$47,831 per month more. Note that our total budgeted estimate of \$1,100,000 for 2017 remains unchanged. We just won't have to wait for large makeup payments next fall as anticipated. We have submitted our year end 2016 supplemental Cost Report so that we may get some of the money owed to us for 2016 before 2017. It is based on activity through August and last year we received about \$664,000. Medicare has completed the final audit of our 2014 cost report and will be remitting about \$162,000 to us as expected. Stats are, across the board, up from last month with the exception of Inpatient Acute, Respiratory, and Home Health. (which has not yet reported). Radiology, Lab, PT, and Retail Pharmacy had their best months of the year. Revenue is 13% better than budget and 11% better than last year. Gross profit is 7% less than last year and 2% less than budget. Total Expenses are 1% more than budget but 7% less than last year. Payroll expense is 7% above budget and 2% more than last year. Year-to-date Net Income is \$22,112 which is better than last year but less than budgeted amount of \$315,981. Cash balances are as expected. The Check Register for August was reviewed. A motion was made and seconded to accept the August 2016 Financial Report as presented. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**

VII. OLD BUSINESS

- A. Water Heater for Eagle Crest Assisted Living:** The need for a new water heater for Eagle Crest was discussed. With winter weather ahead of us, it was decided to approve the acquisition of a new water heater now rather than later. A motion was made and seconded to approve the purchase for a new water heater for Eagle Crest Assisted Living as presented. The motion carried unanimously. **(ACTION TAKEN/CLOSED)**
- B. Sidewalks at Eagle Crest Assisted Living:** John reported that the sidewalks outside over at Eagle Crest are in need of repair. Administration will discuss with Maintenance and look into it. Dave will look into obtaining bids if needed. Administration will report at the next Board Meeting.
- C. FAA Flight Physicals:** Dr Aguirre has applied to become certified as a FAA approved Physician for flight physicals. We have to wait and see if they will approve him. They only allow so may certified physicians in any given area. We have to wait until we hear whether or not they will even accept our application.
- D. Dr. Urish's Maternity Leave:** Dr. Urish reported that she will be going on Maternity Leave October 19, 2106 through Jan 19th, 2017 Dr. Sutton will take a few weeks off when the baby arrives (Oct 19th) but will be back on the schedule November 7th provided all goes well.

VIII. NEW BUSINESS

- A.** No New Business was discussed at this time.

IX. BUSINESS FROM THE FLOOR

A. No business from the floor was presented.

X. EXECUTIVE SESSION

A. A motion was made and seconded to enter Executive Session at 7:53p.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 8:21 p.m. Motion approved. **(ACTION TAKEN/CLOSED)**

Submitted By:

Nathaniel Polley, Secretary/Treasurer, Board of Directors

Date: _____

Cynthia Stults, Executive Assistant

Date: _____