

**EAST PHILLIPS COUNTY HOSPITAL DISTRICT
1001 EAST JOHNSON STREET
HOLYOKE, COLORADO 80734
TELEPHONE: 970-854-2241**

**REGULAR BOARD OF DIRECTORS' MEETING MINUTES
January 23, 2018**

Dinner with Joe Tye, Values Coach

ADMINISTRATIVE UPDATE

Hutches gave an administrative update.

Christina Banaka and Sharon Greenman were recognized for their hard work during the Kronos implementation.

REGULAR MEETING

1. CALL TO ORDER

The meeting was called to order by President Young at 7:20 pm with the following members present: Steve Young, Angela Powell, Sheila Gift, Michael Woodhead and Gary Rahe. Others present were Trampas Hutches, CEO, Wes White, CFO, Amy Kleve, Pharmacy Director, Jennifer Cano, Quality Director, Heather Cloward, Operations Director, Lane Looka, Nurse Practitioner, Megan Sprague, Ancillary Director, Diana Baeza, Administrative Assistant and Brenda Brandt with the Holyoke Enterprise.

2. PUBLIC COMMENTS

None

3. APPROVAL OF MINUTES

Woodhead moved to accept the minutes from the board meeting held on January 2, 2018 seconded by Gift, all approved, motion passed.

5. CONSENT AGENDA

None

6. MONITORING REPORTS

Policy 1.1 – RELIEF FROM ACUTE AND CHRONIC CONDITIONS – monitoring report was previously uploaded into the Dropbox. Hutches reports compliance with this policy.

Policy 2.0- GENERAL MANAGEMENT CONSTRAINT- monitoring report was previously uploaded into the Dropbox. Hutches reports compliance with this policy.

Policy 2.5- FINANCIAL CONDITIONS AND ACTIVITIES – reports were previously uploaded into the Dropbox. White reviewed reports during the meeting. White reports compliance with this policy except for the days in accounts receivable. White states our benchmark is 85 days in gross days in accounts receivable and it stayed at the same level as last month at 92 days. We are continuing to work on our accounts receivable and revenue cycle processes. Billing was suspended for approximately a week last month due to issues with Athena, but we are billing for services again. Interim business office manager is focusing and monitoring the billing process.

Rahe moved to accept the monitoring reports, financials as corrected subject to audit seconded by Powell, all approved, motion passed.

7. GOVERNANCE PROCESS

- a. Credentialing- Rahe moved to approve credentials, as presented (see list), seconded by Woodhead, all approved, motion passed.
- b. MMH Foundation Report- Hutches gave a report. The discussion during the last MMHF meeting was about the Legacy Event.
- c. Holyoke Community Childcare Initiative- Hutches gave a report. There is a meeting with University of Colorado students coming up within the next week.
- d. Mission Statement- Hutches stated that there was a committee that came together to look at the mission statement. Hutches presented two options of the mission statement. The board of directors voiced their thoughts about the two mission statements and narrowed it to one. Rahe moved to adopt the new mission statement, *The Melissa Memorial Hospital family delivers compassionate care nurturing trust with those we serve*, seconded by Powell, all approved, motion passed.

8. BOARD SCHEDULE

MMHF Legacy Event – Saturday, February 10, 2018
Medical Staff Meeting- Tuesday, February 20, 2018
Board Meeting- Tuesday, February 27, 2018

9. REVIEW OF GOVERNANCE POLICY

4.2- Board Job Products- governance policy was reviewed, no changes were made.

10. EXECUTIVE SESSION

Woodhead moved to enter into Executive Session to discuss legal matters seconded by Gift, all approved, motion passed. The following entered into Executive Session at 8:08 pm: Young, Gift, Powell, Rahe, Woodhead, Hutches and White. The Board exited Executive Session at 8:11 pm.

Rahe moved to elect Sharon Greenman as the Designated Election Official seconded by Woodhead, all approved, motion passed.

11. ADJOURNMENT

With no further discussion or motions, the meeting was adjourned at 8:20 pm by Young.

Angela Powell, Secretary-Treasurer

Date

Steve Young, Chairman of the Board

Date