

**EAST PHILLIPS COUNTY HOSPITAL DISTRICT
1001 EAST JOHNSON STREET
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TELEPHONE: 970-854-2241**

**REGULAR BOARD OF DIRECTORS' MEETING MINUTES
February 27, 2018**

ADMINISTRATIVE UPDATE

Hutches gave an administrative update.

REGULAR MEETING

1. CALL TO ORDER

The meeting was called to order by President Young at 7:10 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, Jennifer Wernsman, IT Director, Julianne Kramer, Director of Nursing, Heather Cloward, Operations Director, Megan Sprague, Ancillary Director, Dr. Aaron Wilson, Sue Razo, Dietary Director, Diana Baeza, Administrative Assistant and Brenda Brandt with the Holyoke Enterprise.

2. PUBLIC COMMENTS

None

3. DEPARTMENT MANAGER UPDATE

Sue Razo gave a report on the Dietary Department.

3. APPROVAL OF MINUTES

Rahe moved to accept the minutes from the board meeting held on January 23, 2018 and seconded by Gift, all approved, motion passed.

5. CONSENT AGENDA

None

6. MONITORING REPORTS

Policy 2.1 – COMMUNITY/ EXTERNAL RELATIONS – 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 reports compliance with this policy except for the level of accounts receivable which is policy provision number 9.

Woodhead moved to accept the monitoring reports, financials subject to audit, seconded by Rahe, 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. There was a good turnout at the Legacy Event. There has not been a meeting since the Legacy Event. Nancy has been focusing on getting AR down.

- c. Quality Committee Report- Hutches presented the quality report for January, previously uploaded into the Dropbox.
- d. Holyoke Community Childcare Initiative- Hutches gave a report. The committee will be putting together a feasibility study. This feasibility study will be emailed to different organizations in the community to get more information to find the needs and how they will support the project.
- e. Cardiac Telemetry System- Hutches mentioned that the telemetry unit has been causing problems. This is an important piece of equipment. The telemetry system is an unbudgeted item, it costs around \$180,000. Hutches would like to get approval from the board to purchase this equipment. The lease options from MindRay have been uploaded into the Dropbox. White recommends the lease with 6 month deferral, followed by 60 month lease with equal month payments. The board mentioned that it is something that is needed. They would like to know if there is grants that can help cover the cost. Powell moved to accept option 2, the 6 month deferred followed by the 60 months @ \$3719.57 for the MindRay Cardiac Monitoring System with contingency based on HUD's approval seconded by Woodhead, all approved, motion passed.
- f. UBS Corporate Resolution - UBS needs an updated list of officers and board members. This is a board resolution designating White and Hutches as officers, Rahe as Vice President, Young as Chairman of the Board and Powell as Secretary. They are requiring a board resolution to designate these individuals. Rahe moved to accept the UBS resolution seconded by Powell, all approved, motion passed.

8. BOARD SCHEDULE

Medical Staff Meeting- Tuesday, March 20, 2018
Board Meeting- Tuesday, March 27, 2018
Community Forum – Thursday, April 5, 2018

9. REVIEW OF GOVERNANCE POLICY

None

10. EXECUTIVE SESSION

Woodhead moved to enter into Executive Session to discuss contract negotiation seconded by Gift, all approved, motion passed. The following entered into Executive Session at 8:22 pm: Young, Gift, Powell, Rahe, Woodhead, Hutches, White and Helms. The Board exited Executive Session at 8:45 pm.

11. ADJOURNMENT

With no further discussion or motions, the meeting was adjourned at 8:55 pm by Young.

 Angela Powell, Secretary-Treasurer

 Date

 Steve Young, Chairman of the Board

 Date