

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

**REGULAR BOARD OF DIRECTORS' MEETING MINUTES  
April 24, 2018**

Hutches gave a presentation on the Becker's Hospital Review Meeting during dinner.

**ADMINISTRATIVE UPDATE**

Hutches gave an administrative update.

**REGULAR MEETING**

**1. CALL TO ORDER**

The meeting was called to order by President Young at 7:03 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, Mary Kay Knode, Specialty Clinic Manager, Megan Sprague, Ancillary Director, Jessica Skomp, Nurse Practitioner, Heather Cloward, Operations Director, Julie Vernon, Lead Accountant, Christina Banka, Accounting Clerk, Julianne Kramer, Director of Nursing, Amy Kleve, Pharmacy Director, Sharon Greenman, HR Director, Jennifer Cano, Quality Director, Elizabeth Hutches, Public Relations Specialist, Cindy McCabe, Nurse, Armando Castaneda, Environmental Services Manager, Brad DeJong, Eide Bailly, Diana Baeza, Administrative Assistant and Brenda Brandt with the Holyoke Enterprise. Community members in attendance: LaVonne Dalton, Mary Fulscher, Ardie Besse, Alfred Besse, Jody Fiscus, Leslie Jordan, Laurie Scholl and Sue Jarrett.

**2. PUBLIC COMMENTS**

Each community member stated they were attending the meeting to listen.

**3. DEPARTMENT MANAGER UPDATE**

Armando Castaneda gave a report on the Environmental Services Department.

**3. APPROVAL OF MINUTES**

Gift moved to accept the minutes from the board meeting held on March 27, 2018 and seconded by Rahe, all approved, motion passed.

**5. CONSENT AGENDA**

None

**6. MONITORING REPORTS**

Policy 3.4 – Monitoring CEO Performance – 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 the reports and policy. White reports compliance with this policy.

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

**7. GOVERNANCE PROCESS**

- a. Audit Presentation – Brad DeJong from Eide Bailly reviewed the audit with the board of directors.

- b. Helicopter Lease Agreements- Hutches presented the details on the lease agreements between MMH and HealthONE Airline. These agreements have been initiated. As of May 1<sup>st</sup>, the helicopter will be on the premises. If the patients wish, they will be able to request MedAir helicopter.
- c. Credentialing- Rahe moved to approve credentials, as presented (see list), seconded by Woodhead, all approved, motion passed.
- d. MMH Foundation Report- Hutches gave a report. MMHF is working on a golf tournament with EMS on August 11<sup>th</sup>. The foundation is planning to host a Cajun boil event. The foundation is still working on finalizing the work from the 2018 Legacy Event. There are four scholarships that will be awarded.
- e. Holyoke Community Childcare Initiative- Elizabeth Hutches did a PowerPoint presentation for the board of directors.

**8. BOARD SCHEDULE**

*Medical Staff Meeting- Tuesday, May 15, 2018*

*Board Meeting-Annual Meeting of the BOD - Tuesday, May 22, 2018*

**9. REVIEW OF GOVERNANCE POLICY**

Policy 4.6- Board Committee Principles- this was previously uploaded into Dropbox and there was no discussion.

Policy 4.7- Board Committee Structure- this was previously uploaded into Dropbox and there was no discussion.

Hutches suggested to the board of directors to start a facility improvement committee.

**10. EXECUTIVE SESSION**

No need.

**11. ADJOURNMENT**

With no further discussion or motions, Gift moved to approve the adjournment of the BOD meeting, seconded by Woodhead, all approved, motion passed. The meeting was adjourned at 8:30 pm by Young.

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Angela Powell, Secretary-Treasurer

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Date

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Steve Young, Chairman of the Board

\_\_\_\_\_  
Date