

**EAST PHILLIPS COUNTY HOSPITAL DISTRICT
1001 EAST JOHNSON STREET
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**REGULAR BOARD OF DIRECTORS' MEETING MINUTES
January 2, 2018**

DEPARTMENT MANAGER UPDATE

Kim O'Neill gave an update on Materials Department.

ADMINISTRATIVE UPDATE

Hutches gave an administrative update.

REGULAR MEETING

1. CALL TO ORDER

The meeting was called to order by President Young at 7:29 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, Julianne Kramer, Director of Nursing, Jennifer Cano, Quality Director, Heather Cloward, Operations Director, Lane Looka, Nurse Practitioner, Diana Baeza, Administrative Assistant and Kelley Sullivan with the Holyoke Enterprise.

2. PUBLIC COMMENTS

None

3. APPROVAL OF MINUTES

Gift moved to accept the minutes from the board meeting held on November 27, 2017 and the minutes from the special board meeting held on December 11, 2017, with notated corrections, seconded by Powell, all approved, motion passed.

5. CONSENT AGENDA

None

6. MONITORING REPORTS

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 our accounts receivable which is policy provision number nine. Our target is eighty-five days, today is estimated to be eighty-eight to eighty-seven day range for the end of December. One of the challenges in the months of November and December is an Athena programming problem that has resulted some inaccuracies in the medical records. White stated that the decision has been made to not bill those claims until the problem gets corrected. They are working with Athena to get this resolved. The collection processes are continuing to stabilize and improve since the conversion to Athena.

7. GOVERNANCE PROCESS

- a. Credentialing- Rahe moved to approve credentials, as presented (see list), seconded by Woodhead, all approved, motion passed.
- b. Quality Report- Cano did a PowerPoint presentation for the BOD. The presentation included the quality stats for the month of November.

- c. MMH Foundation Report- Young gave a report. The foundation board has been focusing on the Legacy Event. Hutches has been elected as a MMHF board member.
- d. Holyoke Community Childcare Initiative- Hutches gave a report. There was a funder that was interested in giving money and came out for a site visit. They are interested in what we are doing, but because they have high competition for the funding they decided to take the five-hundred thousand dollars over three years and move it to one-hundred thousand dollars over one year. We are not ready to do anything yet, and it was decided to withdraw the application with the funder. Hutches mentioned that they are still talking on how to make it work and partner with them.

8. BOARD SCHEDULE

Medical Staff Meeting- Tuesday, January 16, 2018
Board Meeting- Tuesday, January 23, 2018
MMHF Legacy Event – Saturday, February 10, 2018

9. REVIEW OF GOVERNANCE POLICY

None

10. EXECUTIVE SESSION

Woodhead moved to enter into Executive Session to discuss personnel matters seconded by Rahe, all approved, motion passed. The following entered into Executive Session at 8:20 pm: Young, Gift, Powell, Rahe, Woodhead, Hutches and Looka. The Board exited Executive Session at 8:55 pm.

Rahe moved to accept the monitoring report Policy 2.5, financials as presented subject to audit seconded by Powell, all approved, motion passed.

11. ADJOURNMENT

With no further discussion or motions, the meeting was adjourned at 9:17 pm by Young.

Angela Powell, Secretary-Treasurer

Date

Steve Young, Chairman of the Board

Date