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**REGULAR BOARD OF DIRECTORS' MEETING MINUTES
October 24, 2017**

ADMINISTRATIVE UPDATE

Hutches gave an administrative update.

REGULAR MEETING

1. CALL TO ORDER

The meeting was called to order by President Young at 7:18 pm with the following members present: Steve Young, Angela Powell, Michael Woodhead, Sheila Gift, and Gary Rahe. Others present were Trampas Hutches, CEO, Wes White, CFO, Megan Sprague, Ancillary Director, Amy Kleve, Pharmacy Director, Julianne Kramer, Director of Nursing, Jennifer Cano, Quality Director, Mary Kay Knode, Specialty Clinic Manager, Diana Baeza, Administrative Assistant and Kelley Sullivan with the Holyoke Enterprise.

2. PUBLIC COMMENTS

None

3. DEPARTMENT MANAGER REPORT

Mary Kay Knode gave a report on the Specialty Clinic.

4. APPROVAL OF MINUTES

Rahe moved to accept the minutes from the board meeting held on September 26, 2017 seconded by Woodhead, all approved, motion passed.

5. CONSENT AGENDA

None

6. MONITORING REPORTS

Policy 1.0- GLOBAL ENDS STATEMENT/MISSION - monitoring report was previously uploaded into the Dropbox. The directors discussed and agreed that the mission statement should be revised. Hutches mentioned that he will form a committee and come up with a process to look over the mission statement, Powell volunteered to help.

Policy 2.10- BOARD AWARENESS AND SUPPORT – 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.

Gift 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- Young gave a report. Young mentioned that his term will be ending this year and will not be renewing his term. The theme for the 2018 Legacy Event will be announced the 8th of November.
- c. Holyoke Community Childcare Initiative- Hutches gave a report. They submitted a grant for \$500,000 for capital and program.
- d. Discussion of education topics for the future – Hutches asked the directors to send him suggestions about topics they would like to learn as a board.

8. BOARD SCHEDULE

Board Meeting- Tuesday, November 28, 2017
Medical Staff Meeting- Tuesday, November 21, 2017
MMHF Legacy of Thanks- Sunday, November 12, 2017
MMHF Legacy Event – Saturday, February 10, 2018

9. REVIEW OF GOVERNANCE POLICY

3.3- Delegation to the Administrator –previously uploaded into the Dropbox. The governance policy was reviewed, there were no changes.

3.4- Monitoring Administrator Performance- previously uploaded into the Dropbox. The governance policy was reviewed. The directors decided to do a performance review for Hutches this year.

10. EXECUTIVE SESSION

Woodhead moved to enter into Executive Session to discuss advice from attorney, matters of investigation and negotiations seconded by Gift, all approved, motion passed. The following entered into Executive Session at 8:06 pm: Young, Gift, Powell, Woodhead, Rahe, Hutches, and White. The Board exited Executive Session at 8:56 pm.

11. EDUCATION TOPIC

“The Other Realms of Healthcare.”

12. ADJOURNMENT

With no further discussion or motions, the meeting was adjourned at 9:38 pm by Young.

Angela Powell, Secretary-Treasurer

Date

Steve Young, Chairman of the Board

Date