

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

**REGULAR BOARD OF DIRECTORS' MEETING MINUTES  
September 25,2018**

NFF/MMH Virtual Board Presentation

**ADMINISTRATIVE UPDATE**

Hutches gave an administrative update.

**REGULAR MEETING**

**1. CALL TO ORDER**

Vice President Rahe called the meeting to order at 7:24 pm with the following members present: Sheila Gift, Michael Woodhead and Gary Rahe. Not present: Angela Powell and Steve Young. Others present were Trampas Hutches, CEO, Wes White, CFO, Amy Kleve, Pharmacy Director, Heather Cloward, Operations Director, Megan Sprague, Ancillary Director, Jennifer Cano, Quality Director, Lane Looka, Nurse Practitioner, Jennifer Wernsman, IT Director, Julianne Kramer, Director of Nursing, Diana Baeza, Administrative Assistant and Max Levy with the Holyoke Enterprise.

**2. PUBLIC COMMENTS**

None

**3. APPROVAL OF MINUTES**

Gift moved to accept the minutes from the board meeting held on August 28,2018 and seconded by Woodhead, all approved, motion passed.

**4. CONSENT AGENDA**

None

**5. MONITORING REPORTS**

Policy 1.2- ACHIEVEMENTS WITHIN RESOURCES – 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.

Gift moved to accept financials subject to audit seconded by Woodhead, all approved, motion passed.

Policy 2.9 – EMERGENCY ADMINISTRATOR SUCCESSION – monitoring report was previously uploaded into the Dropbox. Hutches reports compliance with this policy.

Woodhead moved to accept the monitoring reports seconded by Gift, all approved, motion passed.

**6. GOVERNANCE PROCESS**

- a. 2019 Preliminary Budget – White presented the preliminary budget. White reviewed the budget timeline. The budget that we are working toward this year is net income of \$460,000. Areas to improve would be professional fee expense and personnel expenses.
- b. Credentialing – Woodhead moved to approve credentials, as presented (see list in the Dropbox), seconded by Gift, all approved, motion passed.
- c. MMHF Foundation report – Hutches stated that they had a couple of events this month, the Cajun boil and a Glow-a-thon. The foundation is also working on the Legacy Event.
- d. Holyoke Community Childcare Initiative- Hutches gave an update. A meeting is scheduled tomorrow to discuss the budget. CCAP, subsidy for the ones that can't afford daycare, this will help the project be more operational. Hutches stated breaking ground will be 2019/2020.
- e. Report of CHA meeting– Hutches gave an update about the CHA Annual Meeting. The expenditure report of Young has been uploaded into Dropbox for the BOD to review. Gift moved to accept the reimbursement of \$583.65 to Young seconded by Woodhead, all approved, motion passed.
- f. Conflict of interest forms – Sprague distributed the conflict of interest forms for the BOD to complete and sign.

**7. BOARD SCHEDULE**

*Medical Staff Meeting – Tuesday, October 16,2018*  
*Board Meeting – Tuesday, October 23,2018*

**8. REVIEW OF GOVERNANCE POLICY**

Policy 3.4- Monitoring Administrator Performance- this was previously uploaded into Dropbox. Tony Blake, Chief Strategist for Strategic Impact Group LLC, is here this week to do performance reviews for Hutches and Senior Leaders.

Policy 4.8- Governance Investment- this was previously uploaded into Dropbox and there was no discussion.

**9. EXECUTIVE SESSION**

Woodhead moved to enter Executive Session (CRS 24-6-402(4)(g) Negotiations: Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators.), seconded by Gift, all approved, motion passed. The following entered Executive Session at 8:27 pm: Rahe, Woohead, Gift, Hutches and White. The board of directors exited Executive Session at 9:16pm. Gift made a motion for request of proposal for audit firms for the years: 2018,2019 and 2020 seconded by Woodhead, all approve, motion passed.

**10. ADJOURNMENT**

With no further discussion or motions, Gift moved to approve the adjournment of the BOD meeting, seconded by Woodhead, all approved, motion carried. Rahe adjourned the meeting at 9:26 pm.

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Angela Powell, Secretary- Treasurer

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Date

\_\_\_\_\_  
Steve Young, President

\_\_\_\_\_  
Date