

KREMMLING MEMORIAL HOSPITAL DISTRICT
d/b/a Middle Park Medical Center
Board of Directors Meeting Minutes
Thursday, June 25, 2020

With meeting notice, Jodi Docheff called the Kremmling Memorial Hospital District board meeting to order at approximately 6:03 PM. The meeting was conducted virtually via Gotomeeting.

Board members present: Jodi Docheff, President; Kelly Johnson, Vice President; Chris Murphy, Member. Gary Bumgarner and Kim Cameron with both absent excused.

Also present: Jason Cleckler, Tom Coburn, Derek Ortner, Mikealena Horner, Deb Plemmons, Rob Wissenbach, Tiffany Freitag. Cindy Multerer.

Agenda Approval

Motion: A motion was made by Chris Murphy to approve the agenda as presented and seconded by Kelly Johnson. **Motion adopted on a 3-0 vote.**

Public Comment

Tiffany Freitag updated the board on a few marketing and foundation items. They did a farewell BBQ for Dr. Wagner, and are planning to do a community bbq or similar event in August. They also are planning to do a blood drive August 1 at the wellness center. The hospital was recognized as the Kremmling Chamber's business of the month. Tiffany, Christina Lockhart, and Jubil Young are working on putting together dates for the high school physicals and impact tests. Instead of doing them at the clinics, they are planning to host different days at the schools.

Andy Radzavich noted that they are moving forward with their golf tournament on September 3, 2020. It is a benefit for the oncology department.

Reports of Good News

Tiffany noted that the hospital participated in the Kremmling Days March. Dr. Wisner brought his whole family, along with a handful of employees that handed out first kits and candy.

Minutes Approval

Motion: A motion was made by Kelly Johnson and seconded by Chris Murphy approving the minutes from the May 28, 2020 meeting. **Motion adopted on a 3-0 vote.**

Motion: A motion was made by Kelly Johnson and seconded by Chris Murphy approving the minutes from the June 16, 2020 meeting. **Motion adopted on a 3-0 vote.**

Consent Agenda

None

Privileged for Approval

Motion: A motion was made by Jodi Docheff to approve as presented and seconded by Kelly Johnson. **Motion adopted on a 3-0 vote.**

Professional Services Agreement

Jason Cleckler explained that the agreement is in regards to radiology overall, but Dr. Quam is the physician that comes to Granby and does some mammography reads and other jobs as well. This contract will allow us to help him out by paying travel time and paying for his services. This contract falls under part of our Centura management agreement, but because it is over \$10,000 it needs board approval.

Motion: A motion was made by Jodi Docheff and seconded by Chris Murphy approving the professional services agreement for Dr. Quam. **Motion adopted on a 3-0 vote.**

Policies and Procedures for Approval

There are 38 revised, 10 new, and 8 retired.

Motion: A motion was made by Kelly Johnson and seconded by Chris Murphy to approve the policies as presented. **Motion adopted on a 3-0 vote.**

Quality Report

None

Financial Report

Statistics for May:

- Admissions for May are steady with last year, but up from April 2020.
- Observation, acute days, and swing days are up from April.
- OR activity is down by 4 cases from 2019, however the acuity level of the cases has increased. The revenue last year was \$768k, and for this year is at \$1.1M.
- GI procedures are down, 41 in 2019 and only 14 in 2020
- ER visits increased in Kremmling from 2019, while Granby saw a decrease from last year. Both saw a significant increase from last month.
- Urgent care cases are down.
- The volumes in the clinics are significantly increasing.
- Imaging and lab services are increasing, but rehab services hasn't seen the increase yet.

May Financials

- Total revenue was at \$4.6M compared to budget of \$5.04M. Last year actual was \$4.7M.

- Contractuals are at 41%, net revenue is at \$2.7M compared to budget of \$3.1M. Actual last year was \$2.9M
- Salaries and benefits are at \$1.7M compared to budget of \$2.2M, sitting at 22% below budget.
- Total expenses are 18% under budget. Net operating income is \$7K compared to budget loss of \$159k and last year loss was \$194K. Net income for the month is \$172K compared to budget loss of \$38K. Last year loss was \$94K.
- Current cash in the bank is \$3.2, which is slightly down from last year. Days cash on hand is 45 compared to 68 last year. The days cash on hand does not include the money market account funds.

YTD Financials

- Total revenue is \$23.2M compared to budget of \$26.4M, which is 12% below budget.
- Net revenue is \$13.6M, compared to budget of \$15M which is 9% below budget. Last year actual was \$15.5M.
- Total salaries and benefits was \$9.3M compared to budget of \$9.8M, which is 6% below budget, and last year accrual was \$9.4M.
- Operating expenses was \$5M compared to budget of \$5.1M which is 2% under budget. Last year actual was \$4.96M.
- Net operating income was a loss of \$717K compared to budget of \$39K. Last year actual was \$1.2M.
- Net income was \$24 compared to budget of \$1.3M. Last year actual was \$1.7M.

Jodi Docheff wanted to thank all of the employees for their sacrifices during these hard times.

Mikealena noted that the money that we have received due to COVID cannot be added into the financials until the deadline has been met to forgive the funding. The money can help bridge the gap between our actual income and the budgeted amounts.

Motion: A motion was made by Jodi Docheff and seconded by Kelly Johnson to approve the financials. **Motion adopted on a 3-0 vote.**

Strategic Plan

Jason Cleckler noted that there was a strategic planning session this past Tuesday. The directors met in the morning, and then the board and providers joined the group in the afternoon. Multiple times throughout the day they broke out into smaller groups to do SWOT (strengths, weaknesses, opportunities and threats) analysis. It was a great start to the strategic planning, and a good foundation was laid. The entire staff has to be involved in order for the plan to be successful.

Resolutions for Board Approval

The board was presented with a resolution to remove Deb Plemmons as a signer with Bank of the West, and add Jason Cleckler.

Motion: A motion was made by Kelly Johnson and seconded by Jodi Docheff to approve resolution 2020-06-02, signature authorization for Bank of the West. **Motion adopted on a 3-0 vote.**

USDA Projects

Tom Coburn updated the board on the USDA. Closing is set for Tuesday. Once closing is complete, construction can begin.

Communication Log

- Derek updated the board on the clinics. With clinic volumes still down, they have been staffing to volume. Staff have been great with cutting their hours, and being in the workshare program has helped bridge the gap with the employees hours getting cut.
- Derek also told the board that the RHC survey was done in Grand Lake, on the one year anniversary of the opening. The surveyors noted that this was the most organized and prepared for survey that they have seen. There were 2 minor issues, one of which has been rectified and the other is being taken care of.
- Jason spoke with the board about the EMS licensure for Grand Lake Fire. The Fire Department was looking to open their own EMS service for 911 calls. The county commissioners held a meeting about it and the data that was presented at the meeting by the county EMS service was contradictory to what Grand Lake Fire had. Grand Lake Fire then withdrew their application. They are now looking deeper into the data to see if having their own EMS service would be beneficial or not.
- Under normal circumstances we would have completed the annual financial audit at this point. We have received an extension, and they working quickly to get it done.
- There have been many meetings regarding Peak Health Alliance. Jason noted we were able to negotiate what he feels is very fair rate for anyone on the exchange. The next step is that Peak Health will put out a bid for a Third Part Administrator (TPA) and the TPA will be the one that processes claims and payments. Bright Health won the bid, and they are currently working with Peak Health in summit county. The contract from Bright was sent to Kelly Clasen and Derek Ortnier for review, and they have a meeting next week. The contract won't start until January 1, 2021.
- He also gave a Lawson/Synoptek update. We currently use Lawson for our financial software. Lawson is no longer a supported system, and we did have issues with it in the last few weeks including the inability to cut checks. We are working toward migrating into Lawson, which is integrated into EPIC. We would get the program through the Centura Management Agreement. After the ransomware issue over the winter with Synoptek, Centura was not interested in instituting Lawson if we were still contracted with Synoptek, as they felt Synoptek couldn't keep our data secure. Rob Wissenback is working with a new vendor, but is having issues with Synoptek as we try and end the contract with them.
- The Fraser hospital project is moving along. The construction documents are actually complete, we would just need funding and a contractor to begin work. The project has been approved through the planning committee and the Town. They are still waiting for elevation documents and a few other minor things from Grand Park. Once the loan is closed for the Kremmling and Granby projects, they can move forward on the loan process with the USDA.
- Jason also gave a quick COVID update. There has been an increase of cases in the county, although he wouldn't classify it as a spike at this point. Most of the new cases have been

isolated at a construction case. Deb Plemmons updated the board further. The county case is up to 18 as of today. The hospital is going to start offering antibody testing. There have been no cases of COVID admitted to our hospitals.

SDA Compliance Calendar

They reviewed the calendar and we are in compliance.

Board Discussion

None

Items to Discuss at Next Board Meeting

None

Executive Session – 8:00pm

Motion: A motion was made by Kelly Johnson and seconded by Chris Murphy to go into executive session to discuss subjects below. **Motion adopted on a 3-0 vote.**

CRS #24-6-402(e) – Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators – Centura Management Agreement.

Non-board members invited to this executive session were Jason Cleckler, Derek Ortner, Tom Coburn, and Deb Plemmons. At a point during the executive session, Jason Cleckler, Derek Ortner, and Deb Plemmons left the meeting.

Resumption of Open Meeting – 8:36 PM


Adjournment

Motion: A motion was made by Jodi Docheff and seconded by Chris Murphy to adjourn the meeting at 8:37 PM. **Motion adopted on a 3-0 vote.**

NEXT REGULAR BOARD MEETING: Thursday, August 30, 2020, 6:00 PM, Middle Park Health Wellness Center Conference Room, 109 S 9th Street in Kremmling.



Jodi Docheff, President



Kelly Johnson, Vice President

Approval Date: 7/30/2020
Minutes taken by Rhonda Shearer