

**ESTES PARK MEDICAL CENTER
BOARD OF DIRECTORS
April 30, 2018 Regular Meeting Minutes
Timberline Conference Room**

Board Members in Attendance

Mr. William C. Pinkham, Chair; Dr. David Batey, Vice-Chair; Dr. Monty Miller, Treasurer; Ms. Diane Munro, Secretary; Ms. Sandy Begley, Member-At-Large.

Other Attendees

Dr. Larry Leaming, CEO; Randy Brigham, Chief HR Officer; Cindy Standlee, CNO; Mr. Tim Cashman, CFO; Gary Hall, CIO; community members; and others.

Call to Order

The Board Open Session was Called to Order at 4:00 p.m. by Mr. Pinkham, Chairman of the Board of Directors; there was a quorum present. Notice of the Board Meeting was posted in accordance with the SUNSHINE Law Regulation.

Approval of 04/30/18 Meeting Agenda

A motion was made by Dr. Batey to approve the 04/30/18 meeting agenda; the motion was seconded by Ms. Munro. A verbal vote was requested – the ayes were unanimous and the motion was carried.

Public Comments

- A sign-in sheet was available for community members to sign up to speak.
- Sign in sheet can be requested through the Administration office at Estes Park Medical Center.

Mr. Rick Thompson signed up to speak, at which time he requested an update on Dr. MacElwee's status. Dr. Leaming reported that, as this is a sensitive personnel matter, full details cannot be disclosed; however, he could report that a third-party review has been conducted and the report has been received. During the third-party review, 20 involved parties/witnesses were interviewed. The report is being shared with Dr. MacElwee, and we await his review/comments before proceeding. The matter is being handled in Joint Conference Committee (Medical Staff/Board/Administration). Dr. Leaming stressed that this matter had absolutely nothing to do with the quality and safety of Dr. MacElwee's care, and rumors to the contrary are malicious and false. Our stated goal is the desire to keep this excellent physician in our community.

Board Member Comments

- Dr. Batey stated that the mail ballots for the Board election were mailed from the printer in California April 23rd, and should be arriving soon. He urged all eligible electors to vote in this very important election.

Mission Stories

Ms. Standlee shared a letter sent to Surgical Services from a patient who extolled the excellent care they recently received. She also reported Nurses' Week will be celebrated at EPMC the week of April 30th; many activities have been planned for our dedicated nursing staff.

Consent Agenda Items

- Board Meeting Minutes
 - 03.19.18 Special Board Meeting

- 03.26.18 Regular Board Meeting
- 04/10/18 Special Board Meeting
- 04/18/18 Special Board Meeting
- SAFETY – Chief Information Officer
- PEOPLE - Chief Human Resources Officer
- SERVICE - Chief Nursing Officer
- QUALITY - Chief Medical Officer
- FINANCE – Chief Financial Officer
- LEADERSHIP – Chief Executive Officer
- Chief of Staff Report

All reports are available upon request through the Administration office at Estes Park Medical Center.

A motion was made by Dr. Batey to accept the Consent Agenda items as submitted; the motion was seconded by Ms. Begley. A verbal vote was requested – the ayes were unanimous and the motion was carried.

Presentations

- Brief Updates:
 - End-of-Life Options Act – Dr. Leaming reported that the decision on this very important matter is still being investigated; the Colorado Hospital Association has confirmed that there is no deadline for this decision, but we need clarity on a policy so staff and community are fully informed. Ms. Standlee is in the process of arranging presentations/workshops to further discuss end-of-life issues in general; this will allow for questions, dialogue, feedback, etc., with those in the community. Ms. Ann Finley stated that the League of Women Voters would be a good resource for this and could possibly help schedule a forum/workshop in September; this will be discussed further with the League.
 - Strategic Planning – Dr. Leaming reported that we are in the final stages of the development of the strategic plan to be presented to staff (following Board review/approval).
 - Physician Recruitment – Dr. Leaming reported that EPMC is actively seeking to recruit an Internal Medicine physician. Also, an Internal Medicine locum tenens physician is currently undergoing the credentialing process. The Medical Staff and Administration are also actively investigating recruitment needs in General Surgery and for Pediatric coverage.
- 2017 Year-End Financial Report; Auditors – Mr. James Mann, CliftonLarsonAllen, presented the year-end financial report. What is required to conduct an audit was briefly discussed, as well as industry benchmark data (Report available from EPMC Administration upon request).

A motion was made by Dr. Miller to adopt the 2017 audit conducted by CliftonLarsonAllen based upon the 2017 financials; the motion was seconded by Ms. Munro. A verbal vote was requested – the ayes were unanimous and the motion was carried.

- 1st Quarter Financials – Mr. Cashman presented the 1st Quarter Financials:
 - The five (5) most important things to know:
 1. First quarter of 2018 is reporting a loss on operations of \$1,342,969, compared to budgeted loss of \$1,165,186.
 2. Net operating revenues through March are \$418K higher than budget due to outpatient services. Gross billed clinic revenues are \$268K under budget. PPLC visits and revenues are also slightly below expectations.

3. Contractual adjustments indicate some significant write-offs due to several reasons, including major surgeries on Medicaid and self-pay accounts, adjustments between bad debt allowance, and self-pay receivables.
4. Expenses are higher than budget by approximately \$596K. Specific areas of note include contract labor and contract services.
5. Cash for the quarter decreased by \$3.8M. Investment funds were moved from short-term to long-term, indicating the difference in cash flow. Further, funds used to support loss on operations and capital equipment and annual debt service payment. Expectations are that this will recover throughout the year.

- 2017 Cost Report Update – Mr. Cashman reported that his department has drafted the 2017 Cost Report. He has filed an amended 2016 Cost Report, with a possible return of \$500K.
- Medical Staff Credentialing Report – Dr. Miller and Ms. Begley reported that the Credentials Committee met recently, and they recommend the Park Hospital District Board of Directors accept the credentialing recommendations put forward at that meeting:

- **Reappointments**

Kristin Baird, MD	Courtesy, Dermatology
Steven Peterson, CRNA	AHP, Anesthesia
Christopher Daley, MD	Active, Emergency Medicine
Aaron Florence, DO	Active, Orthopaedic Surgery
C. Patrick Green, MD	Courtesy, Cardiology
W. Brent Wahl, MD	Courtesy, Radiology

- **Resignations (FYI Only)**

Diana Breyer, MD	Courtesy, Pulmonary Disease
Krishna Murthy, MD	Courtesy, Allergy/Immunology

A motion was made by Dr. Miller to accept the credentialing recommendations as submitted; the motion was seconded by Ms. Begley. A verbal vote was requested – the ayes were unanimous and the motion was carried.

A motion was made by Dr. Batey to enter into Executive Session, pursuant to §24-6-402(4)(a), C.R.S., for the purpose of discussing possible purchase, acquisition, lease, transfer, or sale of any property interest; and §24-6-402(4)(f), C.R.S., for the purpose of discussing a confidential personnel matter; the motion was seconded by Dr. Miller. A verbal vote was requested – the ayes were unanimous and the motion was carried; Open Session was adjourned.

Executive Session

Executive Session Called to Order at 5:45 p.m.

A motion was made by Dr. Miller to adjourn Executive Session and reconvene Open Session; the motion was seconded by Ms. Begley. A verbal vote was requested – the ayes were unanimous and the motion was carried; Executive Session was adjourned.

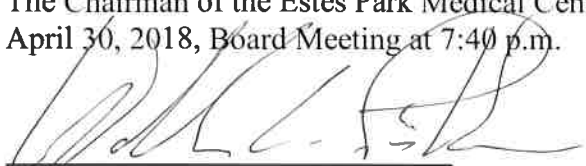
Open Session Reconvened

Open Session was reconvened and Called to Order at 7:39 p.m.

The next Regular Board Meeting is scheduled for May 21, 2018, 4:00-6:00 p.m.

Adjournment

The Chairman of the Estes Park Medical Center Board of Directors, Mr. William Pinkham, adjourned the April 30, 2018, Board Meeting at 7:40 p.m.



William C. Pinkham

Board Chair

Approved