

**PARK HOSPITAL DISTRICT  
BOARD OF DIRECTORS  
June 20, 2017 Meeting Minutes  
Timberline Conference Room**

**Board Members in Attendance**

William C. Pinkham, President; Dr. David Batey, Vice President; Dr. Monty Miller, Treasurer; Ms. Diane Munro, Secretary; Dr. Bob Dickeson.

**Other Attendees**

Dr. Larry Leaming, CEO; Cindy Standlee, CNO; Dr. Aaron Florence, Chief of Staff; Dr. Martin Koschnitzke, CMO; Tim Cashman, CFO; Gary Hall, CIO, and others.

**Call to Order**

The Board Open Session was Called to Order at 5:01pm by Mr. Pinkham, President of the Board of Directors; there was a quorum present. Notice of the Board Meeting was posted in accordance with the SUNSHINE Law Regulation. Board members introduced themselves to those in attendance.

**Approval of 05.30.17 Board Meeting Minutes**

A motion was made by Ms. Munro to approve the minutes from the 05.30.17 Board Meeting; the motion was seconded by Dr. Dickeson. 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.
- No members of the community signed up to speak.

**Public Governance Training**

Dr. Leaming shared a letter from the Executive Director of the Estes Park Nonprofit Resource Center seeking support from EPMC for a one-day community-wide policy governance training session in Estes Park. They are requesting assistance in the amount of \$1,000.00, which will help keep the registration fee at \$50.00/person. Other groups in the community have pledged their support – the Town of Estes Park, Estes Valley Library, Estes Park Economic Development Corporation, Estes Valley Partners for Commerce, Estes Park News, and the Estes Park Trail Gazette, to name a few. Dr. Leaming stated that as this will provide a benefit to the community, EPMC will monetarily support this training session.

**Board Committee Appointments**

Mr. Pinkham and Dr. Leaming discussed at length committee structure, committee appointments, and committee participation. Board committees will either be standing committees, ad hoc committees, or Board liaison representation on several existing EPMC committees. A list of committee assignments and meeting times is available upon request through the Administration office at EPMC.

**Consent Agenda**

- Chief Executive Officer Report
- Chief Nursing Officer Report
- Chief of Staff Report
- Chief Medical Officer Report

- Chief Human Resources Officer Report
- Chief Financial Officer Report

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

A motion was made by Dr. Dickeson to accept the Consent Agenda items; the motion was seconded by Dr. Miller. A verbal vote was requested – the ayes were unanimous and the motion was carried.

### **2016 Audit Report**

Mr. James Mann from the firm of CliftonLarsonAllen presented the 2016 audit report. The report included an adjustment of \$1,798,000 due to payment shortfalls (write-offs) from Medicare, Medicaid, commercial carriers, self-pay, charity, and bad debt. The adjustments for 2016 were 47%. The hospital wrote off \$35,031,712 (due to these shortfalls). The operating margin for 2016 was -1.4%. The total margin was positive at 5.1% due to non-operating revenue like tax income. The 5.1% margin was in line with other hospitals in Colorado according to Mr. Mann. The audit identified an opportunity for improvement in the control of the financial reporting process – in part due to a lack of a CFO for much of 2016 which impacted the normal checks and balances in this reporting process.

A motion was made by Dr. Miller to accept the 2016 Park Hospital District audit as prepared by CliftonLarsonAllen; the motion was seconded by Ms. Muno. A verbal vote was requested – the ayes were unanimous and the motion was carried.

### **May 2017 Financial Report**

Mr. Cashman presented the May 2017 Financial Report to the Board via PowerPoint presentation.

Presentation summary:

- Days in AR: 60.1 (more than industry average of 50).
- Days Cash on Hand: 191 (compared to April's level of 196 and May 2016 of 187).
- Statistics: IP days are at 50 compared to 105 in April, and 92 in May 2016; EPMG Clinic visits at 2114, compared to 1921 in April, and 2123 in May 2016; Surgeries are at 34 compared to 34 in April and 26 in May 2016.
- Revenue: May's Gross Patient Revenue is \$6,482,232 compared to budget level of \$5,905,857.
- Other Operating Revenue: YTD Other Revenues are \$96,201 over budget.
- Expenses: Total Operating Expenses in May are \$68,621 over budget. Salaries and benefits are over budget by \$20,086.
- Debt Coverage Ratio: May's rolling 12-month ratio is 3.46. The loan end-of-year minimum required ratio is 1.25.
- The debt service coverage ratio will be added to next month's report (the measure of a hospital's ability to cover its debt over the upcoming year).
- Issues with receiving payments from Medicaid discussed at length.

### **Unfinished/New Business**

- Board Resolution 2017-2, Board Transparency – This resolution was read and discussed. A motion was made by Dr. Batey to adopt this resolution; the motion was seconded by Dr. Dickeson. A verbal vote was requested – the ayes were unanimous and the motion was carried. Mr. Hall stated that changes are being made to the Board webpage to aid with transparency; video and audio files, formal sessions, public documents, pictures and bios of the members will be uploaded onto the Board webpage.
- Board Resolution 2017-3, Board Election – Selection of date for election of a permanent Board of Directors and appointment of a Designated Election Official; election of permanent Board will be coordinated with the November 7, 2017, general election, mail-in ballot. Julie Yaden was

appointed to serve as Designated Election Official. A motion was made by Dr. Dickeson to adopt this resolution; the motion was seconded by Dr. Miller. A verbal vote was requested – the ayes were unanimous and the motion was carried.

### **Adjournments**

A motion was made by Dr. Dickeson to adjourn from open session; the motion was seconded by Dr. Miller. A verbal vote was requested – the ayes were unanimous and the motion was carried; Mr. Pinkham adjourned open session at 6:47pm.

### **Executive Session**

Pursuant to Sec. 24-6-402(4)(c), C.R.S, for the purposes of discussing matters regarding credentialing, which are required to be kept confidential by federal or state laws, rules, or regulations.

A motion was made to enter into Executive Session by Mr. Pinkham; the motion was seconded by Dr. Dickeson. A verbal vote was requested – the ayes were unanimous and the motion was carried. Executive Session was Called to Order at 6:55pm by Mr. Pinkham.

A motion was made by Dr. Dickeson to adjourn from Executive Session; the motion was seconded by Dr. Batey. A verbal vote was requested – the ayes were unanimous and the motion was carried. Executive Session was adjourned by Mr. Pinkham at 7:08pm.

Open Session was reconvened by Mr. Pinkham at 7:09pm.

### **Credential Requests - Aaron Florence, DO**

#### **Appointments**

Berger, William, M.D.	Courtesy, Diagnostic Radiology
Bryant, Joshua, M.D.	Courtesy, Diagnostic Radiology
Christensen, Jared, M.D.	Courtesy, Diagnostic Radiology
Cox, Brian, M.D.	Courtesy, Diagnostic Radiology
Crawford, Heath, M.D.	Courtesy, Diagnostic Radiology
Hirasaki, Ken, M.D.	Courtesy, Diagnostic Radiology
Husum, Kurt, M.D.	Courtesy, Diagnostic Radiology
Kershner, Lloyd, M.D.	Courtesy, Diagnostic Radiology
Lensing, Forrester, M.D.	Courtesy, Diagnostic Radiology
Leoni, Christopher, M.D.	Courtesy, Diagnostic Radiology
Maruyama, Gen, M.D.	Courtesy, Diagnostic Radiology
Moore, P. Timothy, M.D.	Courtesy, Diagnostic Radiology
Moulton, Jeffrey, M.D.	Courtesy, Diagnostic Radiology
O'Brien, Michael, M.D.	Courtesy, Diagnostic Radiology
Stewart, Craig, M.D.	Courtesy, Diagnostic Radiology
Treat, Stephen, M.D.	Courtesy, Cardiology

A motion was made by Dr. Miller to accept the credentialing recommendations from May through June 2017; the motion was seconded by Dr. Dickeson. A verbal vote was requested – the ayes were unanimous and the motion was carried.

A motion was made by Dr. Dickeson to adjourn from Open Session; the motion was seconded by Dr. Batey. A verbal vote was requested – the ayes were unanimous and the motion was carried; Mr. Pinkham adjourned the PHD Board Meeting at 7:11pm.

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William C. Pinkham  
**Board President**

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