

**ESTES PARK HEALTH
BOARD OF DIRECTORS'
Regular Meeting Minutes – May 29, 2019
Timberline Conference Room**

Board Members in Attendance

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

Other Attendees

Dr. Larry Leaming, CEO; Dr. John Meyer, Chief-of-Staff; Mr. Randy Brigham, Chief HR Officer; Ms. Terri Brandt Correia, CNO; Mr. Tim Cashman, CFO; Mr. Gary Hall, CIO; community members; et al.

Call to Order

The Board Open Session was Called to Order at 4:00 p.m. by Dr. Batey, 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 05/29/19 Meeting Agenda

A motion was made by Dr. Miller to approve the 05/29/19 meeting agenda as submitted; the motion was seconded by Mr. Pinkham. A verbal vote was requested – the ayes were unanimous and the motion was carried.

Welcome and Thank You!

Ms. Terri Brandt Correia, our new CNO, was introduced – she hails from Oregon and is very excited to be in such a beautiful place!

Thank you to Ms. Erin Wooley for the excellent service she provided while filling in as interim CNO. Ms. Muno stated that we couldn't have done it without her hard work and dedication, which made the transition much smoother.

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 Health.
- *No community members signed up to speak.*

Board Member General Comments

- Ms. Muno read highlights from several thank you letters from patients – one discussed the wonderful care a family member received while having orthopedic surgery here; one stated what wonderful, compassionate care their family member received in Hospice, specifically commending Emily (Hospice RN), who displayed professionalism and compassion in her interactions with the patient's family; and one was a compilation of emails received from recently discharged surgical patients, with kudos to many of the surgical and ED staff.
- Dr. Batey stated he recently received a call from a community member who was in the process of going on vacation out of the country but suddenly developed extreme pain; they came in to EPH for help – Pain Management worked him in quickly for intervention; the patient felt much better and was extremely grateful.

Consent Agenda Items – Attachment 1

- Board Meeting Minutes – 04/16/19 Special Board Meeting; 04/19/19 Special Board Meeting; 04/22/19 Regular Board Meeting; 04/26/19 Special Board Meeting
- Quality Report
- Service Report
- People Report
- EPH's Competitive Advantages as a Critical Access Hospital

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

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

Election of Officers

- Dr. David Batey, Chair
- Ms. Sandy Begley, Vice Chair
- Dr. Monty Miller, Treasurer
- Ms. Diane Muno, Secretary
- Mr. Bill Pinkham, Member-at-Large

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

Committee Assignments

The Board is currently discussing committee assignments, which will be announced at the next Regular Board Meeting.

Presentations

- Quality – Ms. Janet Zeschin, PowerPoint presentation; *Attachment 2*
- Service – Ms. Terri Brandt Correia:
 - A huge Thank you to Erin Wooley for being such a huge help in the transition into the CNO role.
 - Terri expressed how excited she is to be joining such a committed organization like Estes Park Health; the engagement she has seen in the staff here is tremendous!
 - Patient satisfaction scores are very good, and the Board and EPH staff should be very proud.
 - ✓ Our Emergency Department was in the 90th percentile.
- People – Mr. Randy Brigham discussed his Human Resources report contained in the consent agenda items included in Attachment 1; summary:
 - Recruitment is proceeding, and we continue to hire excellent people. We have created an active presence on LinkedIn, continue to strengthen our presence through social media, and continue to maintain a visible presence at key job fairs.
 - Some significant openings recently filled in the 1st quarter: One Accountant in the Finance Department; in the Living Center, an Activities Coordinator (which allowed us to terminate a third-party contract labor position), one RN, and one CNA; two Medical Assistants, a Physical Therapist, and an RN (PRN) in the Medical/Surgical Departments.

- One RN is currently training for our Surgical Services Team and will be ready to staff-in by mid-summer – this will allow us to terminate another third-party contract labor position.
- Employee/Physician Engagement results discussed:
 - ✓ Two surveys have been conducted in the past 18 months (Health Stream and Press Ganey); the topics are very similar (both vendors used five scoring choices), but the values associated with the scale were different, so no accurate comparisons can be drawn at this time; however, comparative data will be available following the second Press Ganey survey.
 - ✓ Several themes have become evident as the various departments review and discuss their results – communication; involvement; and recognition – individual work groups moving forward will focus on actions to impact these questions in their respective departments; additionally, these groups will be pulled together to share information and address each from a facility-wide perspective.
 - ✓ Good discussions have occurred with Physicians, with increased participation in dialogue regarding past issues and establishing the groundwork for change. The Physicians’ group will continue to work on greater involvement in decisions and increased communication.
- EPH’s Competitive Advantages as a Critical Access Hospital – Mr. Tim Cashman, PowerPoint Presentation; **Attachment 3**.
 - The general consensus of the Board was that this presentation needs to be presented in the community – suggest starting with service organizations like Rotary, etc.

Objectives and Key Results

- Executive Summary – Dr. Larry Leaming:
 - Welcome, Ms. Brandt Correia, to EPH as our new CNO, and, again, thank you to Ms. Erin Wooley for the great job she did as interim CNO!
 - Summer Administrative Intern – Ms. Julia Seiden was introduced; she is currently in her 2nd year as a Master of Health Administration student at the Medical University of South Carolina and will be at EPH for 10 weeks.
 - The Epic/Lawson transition is employing everyone’s time, and we are currently ahead of schedule and under budget with this project.
 - The Alarado Building Project (Urgent Care Center) is on target.
 - Currently working on the Surgicalists program.
 - We have hired a new CRNA, Mr. Jimmy Atha, which allows us to continue to grow our Anesthesia services, aiming for running two operating rooms and beefing up Pain Management services.
 - Patient access to care in the clinic is improving; Ms. Mandy Fellman is working on metrics.
 - End-of-Life Options Act Training – Dr. Meyer stated that the training is scheduled June 27th for the Medical Staff; all Family Medicine providers and Internal Medicine providers will be present. This training will be video recorded for any provider who is unable to attend.

Medical Staff Credentialing Report

Mr. Pinkham reported that the Credentials Committee met recently; he recommended that the Estes Park Health Board of Directors consider the credentialing recommendations put forward at that meeting:

● **Reappointments**

Wendy Austin, MD
 Jane Duncan, NP
 James Fulton, MD
 Harry Hamner, MD

Courtesy, Cardiology
 APP, Nurse Practitioner (Oncology)
 Courtesy, Allergy/Immunology
 Courtesy, Pathology

Christopher Kempe, DO
Thomas Leigh, MD
Ingra Marske, PA
John Meyer, MD
Tricia Smikahl, PA
Michael Walts, MD

Courtesy, Pulmonology
Active, Emergency Medicine
APP, Physician Assistant (Family Medicine)
Active, Emergency Medicine
APP, Physician Assistant (Oncology)
Courtesy, Pathology

- **Change in Status**

Elise Booth, FNP

APP, Nurse Practitioner (Family Medicine)

- **Resignations (FYI Only)**

Bruce Woolman, DO

Courtesy, Family Medicine

A motion was made by Mr. Pinkham 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.

June Board Meeting

Due to scheduling conflicts, the June 24, 2019 Board Meeting will be changed to July 2, 2019, 4:00 p.m.

Potential Agenda Items for 07/02/19 Board Meeting

➤ Physicians' Clinic Update by Ms. Mandy Fellman, Practice Manager.

With no further business to be conducted, the May 29, 2019 Regular Board Meeting was adjourned at 5:54 p.m.



David M. Batey, Chair

Estes Park Health Board of Directors