

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

Board Members in Attendance

Dr. David Batey, Chair; Ms. Sandy Begley, Vice-Chair; Dr. Monty Miller, Treasurer (via conference call); Ms. Diane Munro, Secretary; 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; Dr. Aaron Florence, Chair, Medical Staff Bylaws Committee; community members; et al.

Call to Order

The Board Open Session was Called to Order at 4:02 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 07/29/19 Meeting Agenda

A motion was made by Ms. Munro to approve the 07/29/19 meeting agenda with the following change: remove item 9, “Medical Staff Credentialing Report,” as there are no credentialing recommendations at this time; the motion was seconded by Ms. Begley. 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 Health.
- No community members signed up to speak.

Board Member General Comments

- Ms. Munro read a Thank You note received in Administration by a grateful patient. Ms. Munro also stated how much she appreciates Mr. Kevin Mullin and all the EPH Foundation for the work they put into the “Paint Estes Pink” fundraising campaign for a 3D mammography machine for Estes Park Health. They raised just under \$67,000.00, which will help greatly towards the purchase of this machine; we are now collectively close to raising \$250,000.00 for this effort – estimates are that the machine will cost approximately \$355,000.00.
- Dr. Batey also voiced his appreciation to all involved on just how quickly this fundraising effort has been expedited.
- Dr. Miller thanked the hospital staff, nurses, etc., for their help and excellent care received by his mother who was recently in our hospital – the doctors and nurses were outstanding!

Consent Agenda Items - Attachment 1

- Board Meeting Minutes – 06/14/19 Special Board Meeting; 07/02/19 Regular Board Meeting; 07/03/19 Special Board Meeting
- 2nd Quarter Financials
- Safety and Facilities
- Leadership
- EPH Medical Staff Governance and Organization Manual Revisions

- EPH Board of Directors' Bylaws Revisions
- July-December 2019 Board Committee Assignments

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

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

Presentations

- 2019 2nd Quarter Financials – Mr. Tim Cashman, CFO – ***Attachment 2***
 - The Board would like to see a plan for the remainder of 2019 that details how to make up losses on the revenue side, i.e., a high-level discussion that identifies areas where revenues can be increased – if possible, for discussion at the August Board meeting.
 - ✓ TBD at the August Board Agenda Planning Committee meeting.
 - Board requested copies of Mr. Cashman's 2nd Quarter Financials slides.
- Safety and Facilities Update and Actions – Mr. Gary Hall, CIO:
 - Epic/Lawson (Electronic Health Record Integration Project): On schedule for November 9th Go-Live; high intensity in all phases; very heavy training schedules August through October; project oversight operates on various levels to identify issues and resolve utilizing appropriate resources; still waiting on UHealth for connectivity.
 - Facility Master Plan: Information gathering sessions complete; several other components to the plan defined and explored; preliminary prioritization done and awaiting publication of multi-year plan.
 - Facilities Major Projects Balance of 2019: HVAC separation of the remainder of Surgical Suite. (Operating rooms were separated earlier.)
 - Cybersecurity: Many significant policy changes for user management, passwords, updates, etc.; several key tools added to the arsenal for enhanced protections at various locations on and around network.
 - Emergency Preparedness: Prepping for evacuation drill in Living Center autumn of 2019 (mandated by regulations).
 - Cafeteria Expansion: Completed in 2Q - much appreciated by all staff and other users; getting great usage.
- Leadership and Strategic Plan Update and Actions – Dr. Larry Leaming, CEO – ***Attachment 3***
- EPH Medical Staff Governance and Organization Manual Revisions – Dr. Aaron Florence; summary:
 - Dr. Florence is the Chair of the EPH Medical Staff Bylaws Committee. He stated the Medical Staff Bylaws are being revised because the last adopted revisions were in 2014; revisions were reviewed by EPH's legal counsel of record; revisions are more in line with DNV-GL, our hospital accreditation agency.
 - Advanced Practice Providers, e.g., Nurse Practitioners, Physician Assistants, Certified Registered Nurse Anesthetists, are better represented in these revised bylaws; APPs are now included in the monthly Medical Staff meetings and on committees.
 - Thank you to Dr. Leaming and Ms. Andrea Stegeman, Director of Medical Staff Services, for their hard work and guidance throughout this process.

A motion was made by Mr. Pinkham to approve the revisions to the Medical Staff Governance and Organization Manual; the motion was seconded by Ms. Begley. A verbal vote was requested – the ayes were unanimous and the motion was carried.

- EPH Board of Directors' Bylaws Revisions – Ms. Sandy Begley, Board Vice-Chair – ***Attachment 4***
- July-December 2019 Board Committee Assignments – Dr. David Batey, Chair – ***Attachment 5***

Projects

- EPH Urgent Care Center – Dr. Larry Leaming, CEO:
 - Steel has arrived at the site – erection of the steel will begin very soon.
 - Chuck Jordan, RLH Engineering, has been contracted as the Project Manager – a PowerPoint presentation to the Board/community will be presented at an upcoming Board meeting.

Review Any Action List Items and Due Dates

- Alarado Development Project/Business Plan presentation – August 29th Board meeting.

With no further business to be conducted, the July 29, 2019, Regular Board Meeting was adjourned at 6:01 p.m.



David M. Batey, Chair
Estes Park Health Board of Directors