

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

Board Members in Attendance

Dr. David Batey, Chair; Ms. Sandy Begley, Vice-Chair; Dr. Monty Miller, Treasurer; 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; Mr. Gary Hall, CIO; community and staff members.

Call to Order

The Board Open Session was Called to Order at 4:01 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 08/29/19 Meeting Agenda

A motion was made by Ms. Munro to approve the 08/29/19 meeting agenda as submitted; 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 three Thank You cards received in July and August:
 - ✓ “Dr. Mize was great! Cindy RN was very kind, professional. The check-out person was also very helpful. The front desk staff greeted me when I arrived and were also great – I was in a lot of pain, and all of these professionals made a painful situation easier!”
 - ✓ “Dr. Epstein, Lisa, Suko, Colleen, Dorothy, George, Cindy, Zac, and especially Mark – thank you so much for your fantastic care in the most wonderful hospital I have ever been in. EP Hospital is the best place! Cindy – you were there for me every night, and Mark – you helped me breathe! I cannot thank you all enough!”
 - ✓ “Thanks to all who worked during the early morning hours in the emergency room in July, e.g., imaging, lab, the doctor on-call, the nurses on the 2nd floor, et al., who took care of a family member having trouble with their breathing. Everyone’s calm, professional, and thorough manner was just awesome – please, never underestimate your worth!”

Consent Agenda Items - Attachment 1

- Board Meeting Minutes – 07/29/19 Regular Board Meeting; 08/12/19 Special Board Meeting; 08/14/19 Special Board Meeting
- July 2019 Financial Report
- Quality Report
- Service Report
- HR Report

- EPH Board of Directors' Bylaws Revisions
- EPH Urgent Care – Business Plan & Financial Assessment

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

- Dr. Leaming's Retirement Announcement – Dr. Batey discussed Dr. Leaming's upcoming retirement February 15, 2020. The Board thanked him for his many contributions to the recent accomplishments and successes at Estes Park Health, e.g., the transition into a new medical informatics system (Epic); the Urgent Care Center, projected to open in Spring of 2020; receiving DNV accreditation; successful recruitment of three new Internal Medicine providers; implementation of the Hospitalists' and Surgicalists' programs; Administrative Strategic Plan; Estes Park Health Facility Master Plan, etc. The Board also wished Dr. Leaming and his wife, Linda, the very best in their retirement. Ms. Muno stated it has been a true pleasure getting to know, and working with, Dr. Leaming – his many contributions have been wonderful indeed!
- Overview of Estes Park Health CEO Search Process – Dr. Batey stated that the Board's goal is to have an inclusive and largely transparent CEO national search to find the very best candidate. Input from staff, the community, and other stakeholders is encouraged. A Search Committee will be formed that will be comprised of the Board, key EPH Department Directors, and the Senior Leadership Team. The Board is currently in the process of identifying a national search firm to help in this endeavor.
- Quality – Ms. Janet Zeschin, Interim Quality/Risk Management Director; summary:
 - ✓ Patient Safety Committee – this committee reviews all safety events monthly and identifies actionable follow-up when needed. "Safety Corner" article featured in the weekly EPH employee newsletter (providing safety event feedback to staff);
 - ✓ The Quality Department, in collaboration with the CNO, is evaluating action plans for the top areas of opportunity gleaned from the EPH Culture of Safety Survey;
 - ✓ The Quality Department is working with four Patient Care and Safety work groups – Moderation Sedation, Measles Management, Abuse and Neglect Policy Integration, and Med/Surg Discharge Criteria. Additional Process Improvement work continues at the department level; ongoing monitoring continues in response to the March 2019 DNV hospital survey findings;
 - ✓ Accreditation – In preparation for the International Organization for Standardization (ISO) Quality Management Standard, the Quality Oversight Committee was restructured into the Quality Management Committee. Dr. Koschnitzke is the Chair of this committee. A check-in with Accreditation Content Champions is planned for September 2019;
 - ✓ Risk Management – COPIC completed a site visit, presentation, and facility assessment July 2, 2019. Topics discussed were event reporting to COPIC for the Living Center, the use of contrast in breastfeeding women, the future Urgent Care Center, and the Quota Club closet;
 - ✓ Utilization Management – Case management and discharge planning responsibilities have been transferred to the Director of Medical/Surgical Services. Updates on Utilization Management will be through that Director.
- Service – PowerPoint presentation, Ms. Terri Brandt Correia, CNO - *Attachment 2*

