Draft Agenda

Estes Park Health Board of Directors' Regular Meeting by GoToWebinar and In-Person

Wednesday, February 22, 2023 5:30 - 7:30 pm Board Meeting

Estes Park Town Hall - Town Board Meeting Room, 170 MacGregor Ave, Estes Park CO 80517

Regular Session	Mins.	Procedure	Presenter(s)		
1 Call to Order and Welcome	1	Action	Dr David Batey		
2 Approval of the Agenda	1	Action	EPH Board of Directors		
3 Public Comments on Items Not on the Agenda	3	Information	Public		
4 General Board Member Comments	3.	Information	EPH Board of Directors		
5 Consent Agenda Items Acceptance:					
5.1 Board Minutes					
5.1.1 EPH Board Regular Meeting Minutes Jan 18, 2023					
5.1.2 EPH Board Executive Session Jan 18, 2023					
5.1.3 EPH Board Executive Session Jan 19, 2023	Š				
5.1.4 EPH Board Executive Session Jan 23, 2023	_		EDITE 1 CD:		
5.1.5 EPH Board Executive Session Jan 25, 2023	2	Action	EPH Board of Directors		
5.1.6 EPH Board Executive Session Feb 01, 2023					
5.1.7 EPH Board Executive Session Feb 08, 2023					
5.1.8 EPH Board Executive Session Feb 15, 2024					
5.2 Other Documents					
5.2.1					
6 Presentations:			•		
6.1 EPH May 2023 Election Update - Current Candidates, Key Dates	5	Discussion	Ms Rachel Ryan		
Estes Park Health Current Status, Covid-19 Updates, 2023 Tactical	10	D: .) (W		
and Strategic Initiatives Updates and Forecast	10	Discussion	Mr Vern Carda		
6.3 EPH Chief of Staff - Strategic Update	15	Discussion	Dr Bridget Dunn		
6.4 EPH Chief Information Officer	15	Discussion	Mr Gary Hall		
7 Executive Summary - Significant Items Not Otherwise Covered	1	Discussion	Senior Leadership Team		
Medical Staff Credentialing Report		Action	EPH Board		
All Attendee Conversation on Emerging Topics		Conversation	Community Attendees, EPH Board of		
			Directors, EPH Senior Leadership		
			Team		
0 Potential Agenda Items for Monday Mar 27, 2023 Regular Board Meeting	1	Discussion	EPH Board of Directors		
1 Update on Meeting Dates for 2023	1		Dr David Batey		
2 Adjournment	1	Action	Board		
Estimated Total Regular Session Mins.	91				
Next Regular EPH Board Meeting: Monday		2023 5:30 7	30 pm		

Feb 2023 Possible Agenda Items:



ESTES PARK HEALTH BOARD OF DIRECTORS'

Regular Meeting Minutes – January 18, 2023

Board Members in Attendance correspondence

Dr. David Batey, Chair

Dr. Steve Alper, Finance Committee Chair

Mr. Drew Webb, Member at Large

Ms. Diane Muno, Member at Large

Mr. Bill Pinkham, Member at Large

Other Attendees

Mr. Vern Carda, CEO

Ms. Pat Samples, CNO

Ms. Shelli Lind, CHRO

Mr. Gary Hall, CIO

Mr. David Timpe, CFO (via webinar)

Ms. Lesta Johnson (via webinar)

Ms. Rachel Ryan (via webinar)

Ms. Sarah Bosko

Ms. Kaci Early

Ms. Jessica Portillo

Mr. Jacob Schmitz

Ms. Kaci Yoh

Ms. Wendy Rigby

Community Attendees (present and via webinar):

Judith Beechy

Mary Bolgeo

Lisa Hohensee

Paula Peat Page Martin

Heather McCreery

Miles Mewherter

Matthew Poust

Karen Sackett

Cindy Sisson

David Standerfer

Yon Yonson

Linnea Carter

Guy Van der Werf

Cory Workman

John Cooper Dona Cooper Gail Cozette Jim Cozette

1. Call to Order

The board meeting was called to order at 5:31 PM by David Batey; there was a quorum present. Notice of the board meeting was posted in accordance with the Sunshine Law Regulation.

2. Approval of the Agenda

Steve Alper motioned to approve the agenda as submitted. Bill Pinkham seconded the motion, which carried unanimously.

3. Public Comments on Items not on Agenda

No comments.

4. General Board Member Comments

David Batey made mention of local rumors regarding closure of EPH, and confirmed that this is neither true nor planned. Also addressed rumor that EPH does not offer Home Health or Hospice; this is in 2023 budget through the end of the year. Also addressed rumor about EPH no longer offering services to older members of community; this is not true. Rumor about not offering services to children or young families; currently have four doctors for family medicine and pediatrics. Change of regular board meeting dates addressed – meetings have been moved to third Monday of the month, instead of the fourth. Working on intergovernmental agreement with town to ensure continuation of the usage of the Town Hall Board Room. Confirmed next meeting on February 22, which will also be in Town Hall Board Room.

5. Consent Agenda Items Acceptance

David Batey motioned to approve consent agenda items as listed, which carried unanimously. Second by Steve Alper and Bill Pinkham.

6. Presentations

6.1 EPH May 2023 Election Update - Key Dates - Ms. Rachel Ryan

> See presentation. Reviewed upcoming dates for May election, most notably the window for self-nomination forms.

6.2 Estes Park Health Current Status, Covid-19 Updates, 2023 Tactical and Strategic Initiatives Updates and Forecast – Mr. Vern Carda

See presentation. As of 1/13/22, Covid-19 case per 100,000 people in Larimer County, CO was approximately 60.5 cases/100,000 people. Covid – 19 is currently still listed on the State of Colorado executive order. However, RSV and influenza have been take off emergency order. This order was recently renewed.

Additionally, EPH physicians are still seeing a fair amount of influenza.

Covid governing will meet soon but it is likely the EPH masking policy will stay in effect for a few more months. Other larger health care providers are staying masked through the flu season.

Updates *Operational/Tactical*:

- **OB Programming & Transition of OB Care.** Policy, procedure, and protocol were developed and implemented allowing this service to be transitioned to partner on December 31, 2022. EPH will use UCHealth as its transfer partner.
- IP Pediatrics transition of care. Policy, procedure, and protocol were developed and implemented allowing this service to be transitioned to partner on December 31, 2022. EPH will use UCHealth as its transfer partner.
- Home Health, Private Duty, and Hospice Optimization. EPH is exchanging information with an organization and developing an understanding of its baseline philosophy of care. One of the possibilities of this relationship will be to transition the business operations to this entity which will operate the home health unit in Estes Park and surrounding communities.
- Revenue Cycle Optimization. EPH is building a plan that will allow EPH a better revenue cycle product. In particular, EPH is working to contract with an expert in revenue cycle management. The name of the company is Velocity Management Group (VMG). VMG will supply a patient financial services manager, as well as, a few billers to staff hard to fill open billing positions. Additionally, VMG will provide education to patient financial services staff to ensure better process and create opportunity for less error in billing which in turn leads to better financial position for EPH.
- General Surgery. A contract has been extended to a general surgeon. EPH has been working with surgeon regarding contract issues and language in contract. More details will be provided as contract discussions draw to close and if contract execution occurs.
- **Pediatric Contract.** A contract has been extended to a pediatrician. More details will be provided as contract discussions draw to close and if contract execution occurs.
- **CFO.** Dave Timpe has decided to remain in the capacity of interim Chief Financial Officer for a few more months.
- Strategic Planning. Organizational planning will be occurring with the main theme of this planning centered around organizational revenue growth, as well as organizational efficiency and effectiveness.
- Medicare Cost Report 2022. Medicare cost report for 2022 is underway. The goal is to have Medicare spreadsheet completed and all additional supporting information by March 23rd, 2023, to Eide Bailly.
- Northern Colorado Hospitalists. From time-to-time EPH has had to find temporary coverage for EPH employed hospitalists. For example, when a hospitalist is sick or needs an unexpected leave, or takes a few days away from EPH for vacation. A contract has been extended to provide coverage for EPH employed hospitalists from Northern Colorado Hospitalists (NCH). NCH is a group of approximately 45 multi-generational, independent physicians that specialize in providing hospitalist care.
- Marketing/Communication Position. EPH welcomes Wendy Rigby. Wendy will be responsible
 to lead organization internal and external communications, as well as multimedia feeds from the
 organization.

- ➤ See presentation. Topics included updates on Workforce/Organization Optimization (org chart completion, changes implemented) and focused leadership development to better accommodate the transition to new roles.
- Employee retention is in the works. Recognition program is being revamped, and HR is working with marketing specialist to enhance employee engagement.
- ➤ Operations update included compensation restructure (market adjustments to maintain market competitiveness, pay differentials, etc.), offered benefits packages, recruitment opportunities (in line with Strategic Focus), and continuing development of HR team.

6.4 EPH Quality Strategic Update - Ms. Kendra Simms, Dr. Ken Epstein

See presentation. Updates included pursuit of quality (improving patient outcomes, results of workplace violence survey), developing people resources (developing staff in Quality department, Just Culture implementation), information technology (standardizing care and treatment, ensuring staff is adequately trained), and fiscal health (education, patient and staff support, identifying opportunities to increase services to community).

6.5 Healthcare Mergers and Acquisitions Update - EPH Board of Directors

- > See presentation. The potential of a future affiliation was discussed, along with goals, preparations, and the economic necessity of affiliation.
- Resources were offered for community to conduct further research; notably Becker's Hospital Review and Kaufman Hall.

7 Executive Summary - Significant Items Not Otherwise Covered

No comments.

8 Medical Staff Credentialing Report

Steve Alper recommended the approval of the Medical Staff Credentialing Report. Bill Pinkham seconded the motion, which carried unanimously.

9 All Attendee Conversation on Emerging Topics

- > Floor opened at 7:13 PM. Questions asked were the following:
- > Guy Van der Werf: General comments. Was pleased with the direction the Board and SLT are taking with potential affiliation.
- Cory Workman: How does affiliation line up with protection of local healthcare providers? Large healthcare organization comes in, and referrals stay inside system. Does this limit quality healthcare? Do patients still have the choice? Patients will always have the choice. As this is still early in the process, ongoing conversations will ensue regarding this topic. Goal is to improve quality of care, not diminish it. Aim is to protect local healthcare providers, and is important to the entire Board of Directors.
- Cory Workman: You've been engaging in conversations with local providers. What kind of conversations are you having? Is there a plan on engaging with local providers now? How about plans for the future?—Clarification: conversations are happening with affiliating partners. Ongoing conversation; support for second point was agreed on by Board. Once more, the goal is to be as inclusive as possible.

10 Potential Agenda Items for February 22, 2023 Regular Board Meeting

11 Adjournment

David Batey motioned to adjourn the meeting at 7:16 PM. Drew Webb and Steve Alper seconded the motion, which carried unanimously.

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



Estes Park Health Board of Directors' Executive Session - By TEAMS

Wednesday, January 18, 2023 7:00 am - 8:30 am

Estes Park Health, 555 Prospect Avenue, Estes Park CO 80517

Regular Session	Mins.	Procedure	Presenter(s)
Call to Order/Welcome (Time 7:19 am)	1	Action	Dr David Batey
Approval of the Agenda (Motion Alper 2nd Pinkham - Unanimous)	1 Action I		Board
Public Comments on Items Not on the Agenda - None	1	Information	Public
General Board Member Comments on Items Not on the Agenda - None	1	Information	Board
Entertain a motion to enter Executive Session pursuant to Section 24-6-402(4)(e) C.R.S. for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators, and pursuant to Section 24-6-402(4)(f) C.R.S. for the purpose of discussing a personnel matter. (Motion Alper 2nd Pinkham - Unanimous)	85	Action	Board
Adjournment (Motion Alper 2nd Muno - Unanimous Time 9:36 am)	1	Action	Board
Total Regular Session Mins.	90		

Board Members Present: Alper, Batey, Muno, Pinkham, Webb

Estes Park Health Board of Directors' Executive Session - By TEAMS

Thursday, January 19, 2023 9:00 am - 2:00 pm

	Regular Session	Mins.	Procedure	Presenter(s)
1	Call to Order/Welcome (Time 9:12 am)	1	Action	Dr David Batey
2	Approval of the Agenda (Motion Alper 2nd Pinkham - Unanimous)	1	Action	Board
3	Public Comments on Items Not on the Agenda - None	1	Information	Public
4	General Board Member Comments on Items Not on the Agenda - None	1	Information	Board
	Entertain a motion to enter Executive Session pursuant to Section 24-6-402(4)(e) C.R.S. for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators, and pursuant to Section 24-6-402(4)(f) C.R.S. for the purpose of discussing a personnel matter. (Motion Alper 2nd Muno - Unanimous)	415	Action	Board
6	Adjournment (Motion Alper 2nd Pinkham - Unanimous Time 2:27 pm)	1	Action	Board
	Total Regular Session Mins.	420		14

Estes Park Health Board of Directors' Executive Session - By TEAMS

Monday, January 23, 2023 4:00 pm - 5:30 pm

	Regular Session	Mins.	Procedure	Presenter(s)
1	Call to Order/Welcome (Time 4:14 pm)	1	Action	Dr David Batey
2	Approval of the Agenda (Motion Alper 2nd Pinkham - Unanimous)	1	Action	Board
3	Public Comments on Items Not on the Agenda - None	1	Information	Public
4	General Board Member Comments on Items Not on the Agenda - None	1	Information	Board
5	Entertain a motion to enter Executive Session pursuant to Section 24-6-402(4)(e) C.R.S. for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators, and pursuant to Section 24-6-402(4)(f) C.R.S. for the purpose of discussing a personnel matter. (Motion Pinkham 2nd Alper - Unanimous)	85	Action	Board
6	Adjournment (Motion Alper 2nd Pinkham - Unanimous Time 5:36 pm)	1	Action	Board
	Total Regular Session Mins.	90		

Estes Park Health Board of Directors' Executive Session - By TEAMS

Wednesday, January 25, 2023

7:00 am - 8:30 am

Estes Park Health, 555 Prospect Avenue, Estes Park CO 80517

Regular Session	Mins.	Procedure	Presenter(s)
1 Call to Order/Welcome (Time 7:09 am)	1	Action	Dr David Batey
Approval of the Agenda (Motion Alper 2nd Muno - Unanimous)	1	Action	Board
Public Comments on Items Not on the Agenda - None	1 Information Public		Public
4 General Board Member Comments on Items Not on the Agenda - None	1	Information	Board
Entertain a motion to enter Executive Session pursuant to Section 24-6-402(4)(e) C.R.S. for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators, and pursuant to Section 24-6-402(4)(f) C.R.S. for the purpose of discussing a personnel matter. (Motion Alper 2nd Muno - Unanimous)	85	Action	Board
6 Adjournment (Motion Alper 2nd Pinkham - Unanimous Time 9:04 am)	1	Action	Board
Total Regular Session Mins.	90		

Board Members Present: Alper, Batey, Muno, Pinkham, Webb

Draft Public Agenda Estes Park Health Board of Directors' Executive Session - By TEAMS Wednesday, February 01, 2023

3:00 pm - 5:00 pm

Regular Session	Mins.	Procedure	Presenter(s)
1 Call to Order/Welcome (Time 3:03 pm)	1	Action	Dr David Batey
2 Approval of the Agenda (Motion Alper 2nd Webb - Unanimous)	1	Action	Board
3 Public Comments on Items Not on the Agenda - None	1	Information	Public
4 General Board Member Comments on Items Not on the Agenda - None	1	Information	Board
Entertain a motion to enter Executive Session pursuant to Section 24-6-402(4)(e) C.R.S. for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators, and pursuant to Section 24-6-402(4)(f) C.R.S. for the purpose of discussing a personnel matter. (Motion Alper 2nd Webb - Unanimous)	85	Action	Board
6 Adjournment (Motion Alper 2nd Webb - Unanimous Time 4:49 pm)	1	Action	Board
Total Regular Session Mins.	90		

Estes Park Health Board of Directors' Executive Session - By TEAMS

Wednesday, February 08, 2023 7:00 am - 8:30 am

Estes Park Health, 555 Prospect Avenue, Estes Park CO 80517

Regular Session	Mins.	Procedure	Presenter(s)
Call to Order/Welcome (Time 7:34 am)	1	Action	Dr David Batey
Approval of the Agenda (Motion Alper 2nd Pinkham - Unanimous)	1	Action	Board
Public Comments on Items Not on the Agenda - None	1	1 Information Public	
General Board Member Comments on Items Not on the Agenda - None	1	Information	Board
Entertain a motion to enter Executive Session pursuant to Section 24-6-402(4)(e) C.R.S. for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators, and pursuant to Section 24-6-402(4)(f) C.R.S. for the purpose of discussing a personnel matter. (Motion Alper 2nd Pinkham - Unanimous)	85	Action	Board
Adjournment (Motion Pinkham 2nd Alper - Unanimous Time 9:25 am)	1	Action	Board
Total Regular Session Mins.	90		

Board Members Present: Alper, Batey, Muno, Pinkham, Webb

Estes Park Health Board of Directors' Executive Session - By TEAMS

Wednesday, February 15, 2023

7:00 am - 8:25 am

Regular Session	Mins.	Procedure	Presenter(s)	
1 Call to Order/Welcome (Time 7:07 am)	1	Action	Dr David Batey	
2 Approval of the Agenda (Motion Alper 2nd Pinkham - Unanimous)	1	Action	Board	
3 Public Comments on Items Not on the Agenda - None	1	Information	Public	
4 General Board Member Comments on Items Not on the Agenda - None	1	Information	Board	
Entertain a motion to enter Executive Session pursuant to Section 24-6-402(4)(e) C.R.S. for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators, and pursuant to Section 24-6-402(4)(f) C.R. the purpose of discussing a personnel matter. (Motion Pinkham 2nd Alper - Unanimous)	ng S. for 85	Action	Board	
6 Adjournment (Motion Pinkham 2nd Alper - Unanimous Time 8:29 am)	1	Action	Board	
Total Regular Session	Mins. 90			

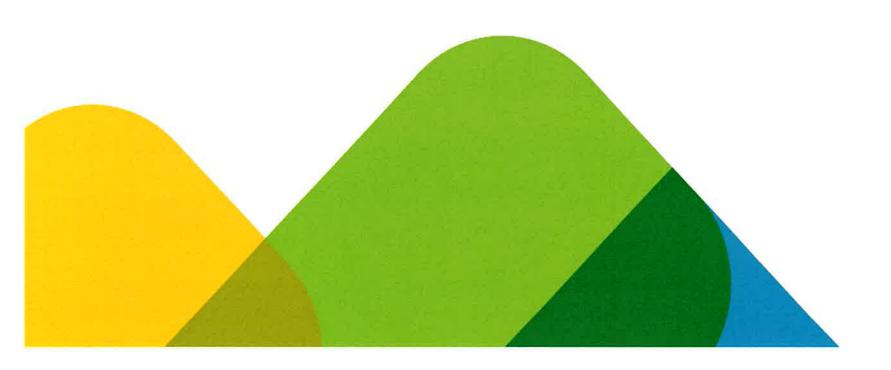


Estes Park Health May 2023 Board Election – Key Dates

Date	Action
Sunday, January 1, 2023	Earliest date a candidate may submit a self-nomination form to the Designated Election Official for a regular election
Sunday, January 22, 2023 through Thursday, February 16, 2023	Designated Election Official provides public notice of a call for nominations . The call must state the offices to be voted upon, where to obtain a self-nomination form, deadline for submittal
Friday, February 24, 2023	Deadline for Notice of Self-Nomination and Acceptance Form filed with the Designated Election Official no later than the normal close of business
Monday, February 27, 2023	Deadline for write-In candidates to submit an affidavit of intent to be a write-in candidate to Designated Election Official no later than the normal close of business
Tuesday, February 28, 2023	Cancellation of election if there are not more candidates than offices to be filled at the election.
Tuesday, February 28, 2023 through Friday, March 3, 2023	Lot Drawing – if district must conduct an election, notify all candidates of the date, time, and location of the lot drawing to determine the order of the candidate names on the ballot.
Monday, April 10, 2023 through Monday, April 17, 2023	Mail Ballot – Packets Mailed
Tuesday, May 2, 2023	ELECTION DAY- Polls open continuously from 7:00 A.M. TO 7:00 P.M.



CIO Report February 22, 2023



Information Technology, Facilities, Environmental Services, Special Projects

What these Support Services have in common:

They each work with every department, every day. Always a high volume of work and support, much of it behind the scenes.

They operate 24/7, and so the same staff members who provide service in the day must be available around the clock.

Projects, tasks, ticketing systems, electronic communications is critical to the volume of information exchanged in IT and Facilities.

Fortunate to have some very experienced staff in all three departments.

Staff almost all resides in Estes Park due to the nature of on-call duties.

Customer service and healthcare expertise: Very important to cultivate an understanding of, and empathy for, clinical challenges in support services. Very important to understand the highly regulated needs of a hospital and reach those bars.

When things are operating well, support services are invisible.



Information Technology

Ongoing 24/7 Computing/Network Support for All: Secure, appropriate access to systems, electronic health record (EHR), email, remote access, Microsoft tools, phones, internet, wifi, printers, scanners, computers/laptops/tablets, connectivity to partners, secure texting, and much more.

Clinical Technology: Code Blue, nurse call, telemetry, patient monitors, workstations-on-wheels, GI hardware/software, radiology image management, medical voice-activated dictation, patient trackerboards, lab interfaces to EHR and send-out tests, smart IV pumps, EKG and cardiac treadmill, and much more.

IT tech/network AND IT informaticists

Cybersecurity: endpoint protection, email and internet filters, firewalls, callback protection, 24/7 oversight and ability to intervene, and much more

Current & 2023 Key Projects:

Integration of surgery cameras to EHR.

Integration of new GI image management software to EHR.

Upgrade of timekeeping system to more modern, more secure platform.

Support of new HR onboarding system.

Website ADA compliance.

Cybersecurity improvements and management – constant.

Continued migration of legacy folders/files to Sharepoint.

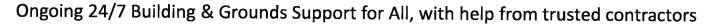
Cloud migration for remaining applications.

Ongoing direct oversight of EHR and ERP platforms with our UCHealth partners.





Facilities / EVS





Wide range of tools, systems, functions, and web of contractors to support: HVAC, plumbing, electrical, emergency generators, liquid oxygen stores, waste management, snow vehicles and other workhorse vehicles, sprinkler systems, fire-pull and smoke-alarm systems, property managers for non-owned buildings, floors/carpets, panic-button systems, doorway and lock and badging systems, general construction, roofing, siding, vacuum systems, elevator systems, fire extinguishers, pest control, ice machines, shred management, window washing, signage, and more.

Security, Life/Fire Safety, Utilities, Alternative Utilities for emergency situations, and much more.

Workplace Violence management and evolution, including training and tool.

Current & 2023 Key Projects:

Floor and carpet modifications and repairs.

Continued upgrades and integration for our HVAC control systems.

DNV Environment of Care preparation and ongoing management.

Senior Director now in place and helping him learn the ropes.

Demolition of old dangerously leaky plumbing from the Evergreen wing.

Completion of administrative/leadership moves to better use space and vacate more space for clinical use.

Tough winter: Hot water and heating repairs and upgrades.

New floor cleaner onboarding now (strip & wax and other cleaning)

Additional badge locking to further secure hospital internal areas; one-button lockdown.



IT Big Picture and Future



- Single server room
- Evolution: Windows10, 365, Sharepoint, cloud, cloud, cloud, external host
- Annual HIPAA security risk analysis for CMS Promoting Interoperability
- Centralization of software into IT over the years, rather than distributed to various clinical and support environments
- Architecting toward next phase of savings as we integrate certain configurations and tools
- Post-Epic, almost doubled up software costs
- Since then, each year, reduction in EHR-related costs and legacy systems by many hundreds of thousands final purchase payment Feb 2023, final archive payments were December 2022





Park Hospital District Board February 22, 2023

CREDENTIALING RECOMMENDATIONS

Credentials Committee approval:

January 25, 2023

Present: Drs. McLellan (Chair), Dunn, Zehr, Vern Carda, Gary Hall, and Bobbi Chambers

Medical Executive Committee approval:

February 1, 2023

Initial Appointments:

Keefer, Theresa CRNA

APP, Anesthesia

Reappointments:

Chew, Scott MD Elliot, Brian MD

Emdur, Abby MD Lassiter, Anne PA

North, Crystal DO

Active, Emergency Medicine

Courtesy, Emergency Medicine

Courtesy, Otolaryngology

APP, Pulmonology

Courtesy, Gastroenterology

Changes in Status/Resignations:

Micetich, Karen MD

Courtesy, Obstetrics/Gynecology

Documents:

Emergency Medicine Privilege Form