



NOTICE OF REGULAR BOARD MEETING OF  
THE UPPER SAN JUAN HEALTH SERVICE DISTRICT dba PAGOSA SPRINGS MEDICAL CENTER  
Tuesday, May 22, 2018, at 5:30 PM  
The Board Room (**direct access – northeast entrance**)  
95 South Pagosa Blvd., Pagosa Springs, CO 81147

**AGENDA**

**1) CALL TO ORDER; ADMINISTRATIVE MATTERS OF THE BOARD**

- a) Call to Order by Vice Chair Greg Schulte; confirmation of quorum
- b) Seat New Board Members
  - i) Confirmation of execution of Oath of Office for term of May 2018 to May 2022 for Greg Schulte, Dr. King Campbell and Jason Cox. (Karin Daniels will be absent but she has executed her Oath of Office)
  - ii) Affirmation by Heather Thomas, Clerk to the Board, that all Directors are covered by the District's Directors and Officers insurance policy.
- c) Election of Officers for each of the following Board offices:
  - i) Chair
  - ii) Vice-Chair
  - iii) Treasurer/Secretary
- d) Approval of the Agenda (and changes, if any)

**2) PUBLIC COMMENT** (This is an opportunity for the public to make comment and/or address USJHSD Board. Persons wishing to address the Board need to notify the Clerk to the Board, Heather Thomas, prior to the start of the meeting. All public comments shall be limited to matters under the jurisdiction of the Board and shall be expressly limited to three (3) minutes per person. The Board is not required to respond to or discuss public comments. No action will be taken at this meeting on public comments.)

**~~3) DECISION AGENDA~~** (~~Matters to be discussed and possible action by the Board~~)

**4) REPORTS**

- a) **Oral Reports** (may be accompanied by a written report)
  - i) ~~Chair Report~~ \_\_\_\_\_ ~~Chair~~ \_\_\_\_\_
  - ii) ~~Contracts~~ \_\_\_\_\_ ~~Director Kate Alfred~~
  - iii) ~~Strategic Planning~~ \_\_\_\_\_ ~~Vice Chair Greg Schulte~~
  - iv) ~~Foundation Report~~ \_\_\_\_\_ ~~PSMCF's Directors Kate Alfred, Matt Mees~~



**MINUTES OF REGULAR BOARD MEETING**  
**Tuesday, May 22, 2018**  
**5:30 PM**  
**The Board Room**  
**95 South Pagosa Blvd., Pagosa Springs, CO 81147**

The Board of Directors of the Upper San Juan Health Service District (the “*Board*”) held its regular board meeting on May 22, 2018, at Pagosa Springs Medical Center, The Board Room, 95 South Pagosa Blvd., Pagosa Springs, Colorado.

Directors Present: Director Greg Schulte, Director Matt Mees, Director Kate Alfred, Director Dr. Jim Pruitt, Director Dr. King Campbell, and Director Jason Cox.

**1) CALL TO ORDER; ADMINISTRATIVE MATTERS OF THE BOARD**

- a) Director Schulte called the meeting to order at 5:31 p.m. MDT and Clerk to the Board, Heather Thomas, recorded the minutes. A quorum of directors was present and acknowledged by Clerk Thomas and the meeting, having been duly convened, was ready to proceed with business.
- b) Clerk Thomas affirmed elected (by acclamation) Board members Greg Schulte, Dr. King Campbell, Jason Cox, and Karin Daniels were, prior to the meeting, sworn-in before a notary and executed an oath of office and are included on the District’s Directors and Officers insurance policy.
- c) An election of new Board officers followed:
  - a. Director Mees nominated Director Schulte as Chair of the Board. Director Dr. Pruitt seconded. The nomination passed unanimously.
  - b. Director Dr. Campbell nominated Director Mees as Vice-Chair of the Board. Director Dr. Pruitt seconded. The nomination passed unanimously.
  - c. Director Schulte nominated Director Dr. Campbell as Secretary/Treasurer of the Board. Director Mees seconded. The nomination passed unanimously.
- d) The Board noted approval of the agenda.

**2) PUBLIC COMMENT**

There was none.

**3) DECISION AGENDA:**

Item intentionally struck from agenda. There were no Decision Agenda items.

**4) REPORTS**

- a) **Oral Reports**
  - i) Chair Report

Item intentionally struck from agenda. There was no report.

ii) Contracts

Item intentionally struck from agenda. There was no report.

iii) Strategic Planning

Item intentionally struck from agenda. There was no report.

iv) Foundation Report

Item intentionally struck from agenda. There was no report.

v) CEO Report

CEO Dr. Rhonda Webb introduced Dr. Jason Wallace as Vice-Chief of Staff, sitting in place of COS Dr. Ralph Battels. CEO Dr. Webb then introduced Chelle Keplinger, incoming CFO.

CEO Dr. Webb noted that a photograph being displayed in the Board Room was donated by exiting CFO, Dennis Wilson, and offered her personal gratitude to Mr. Wilson for his years of service to the District. CEO Dr. Webb also presented Mr. Wilson with a gift certificate and a card signed by employees of PSMC.

The Board offered their congratulations and well-wishes on retirement to Mr. Wilson and welcomed Ms. Keplinger.

CEO Dr. Webb advised the Board the project for rebuilding Chargemaster in Cerner continues.

CEO Dr. Webb further advised the HVAC system is still in need of updates due to, in part, increasing number of patients and the relocation and expansion of pharmacy; she then explained an option for funding of this project would be to apply for a DOLA grant with matching funds.

Chair Schulte gave an overview of DOLA grants and the process for applications, adding that the Board would have to approve the application for said grant.

Questions were asked and answered.

Chair Schulte advised the Board that he, Vice-Chair Mees and CEO Dr. Webb recently traveled to Cortez to meet with Southwest Health System's ("SHS") Board Chair, Paul Deshayes. Chair Schulte stated that they were given a tour of Southwest Memorial Hospital, which, like PSMC, has also recently undergone an expansion.

Vice-Chair Mees stated that it was beneficial to have the knowledge that SHS has had many of the same struggles as USJHSD, if not more, even though they are double in size compared to USJHSD. Chair Schulte added the visit provided a good outlook on other hospitals and that it was fascinating to be able to go and talk about the nature of operations and initial challenges.

Chair Schulte offered the Board the opportunity to attend a presentation by the Colorado Hospital Association ("CHA") in Durango on July 23 or 27, 2018. CHA would provide an update on proposed changes to Medicare and Medicaid, including payment reform.

iv) Finance Report

CFO Wilson began by expressing gratitude to the Board and his colleagues for their continual efforts making USJHSD as successful as it is now; he added that by being able to provide more services to the community equates greater strength, which in turn is better for the community.

CFO Wilson presented the attached Finance Report noting that the month of April is typically one of the slowest months of the year for revenue, though this April ended with close to 11 percent more in gross charges over 2017. CFO Wilson added that revenue is expected to increase substantially within the coming months.

CFO Wilson further advised payer contractual allowances were under budget by four percent in the month of April.

Questions were asked and answered.

b) **Written Reports** *(there was no oral report unless the Board had questions)*

i) Operations Report

Director Dr. Pruitt asked a question regarding the continual use of scanning inventory in Cerner. The question was answered by COO/CNO Kathee Douglas.

Director Cox asked a question regarding if the reported issues with Cerner were software issues or user issues, and if the Cerner software interface was customizable. COO/CNO Douglas answered.

COO/CNO Douglas ended the discussion by reporting to the Board that Cerner recently received a contract with U.S. Veterans Affairs.

ii) Medical Staff Report

There were no questions.

5) **CONSENT AGENDA**

Chair Schulte opened the discussion briefly recounting the items on the consent agenda and inquired of any questions or objections. There were none.

Director Cox motioned to approve the minutes of the regular meeting of 04/24/2018, and the Medical Staff report recommendations regarding new provider privileges, renewal of provider privileges and/or Medical Staff policies/forms.

Upon motion seconded by Secretary/Treasurer Dr. Campbell, the Board unanimously approved said consent agenda items.

6) **EXECUTIVE SESSION**

The Board did not meet in executive session.

7) **OTHER BUSINESS**

There was no other business.

8) **ADJOURN**

There being no further business, Chair Schulte adjourned the regular meeting at 6:05 p.m. MDT.

Respectfully submitted,

Heather Thomas, serving as Clerk to the Board

- v) CEO Report
- vi) Finance Report

~~and Dr. Rhonda Webb~~

Chief Executive Officer, Dr. Rhonda Webb  
CFO, Dennis Wilson

b) **Written Reports** (*no oral report unless the Board has questions*)

- i) Operations Report COO/CNO, Kathee Douglas
- ii) Medical Staff Report Chief of Staff, Ralph Battels

**5) CONSENT AGENDA** (The Consent Agenda is intended to allow Board approval, by a single motion, of matters that are considered routine. There will be no separate discussion of Consent Agenda matters unless requested.)

- a) Approval of Minutes for the following meeting(s):
  - i) Regular meeting of: 04/24/2018
- b) Acceptance of recommendations set forth in the Medical Staff Report regarding new provider privileges, renewal of provider privileges and/or Medical Staff policies/forms.

**6) EXECUTIVE SESSION**

The Board reserves the right to meet in executive session for any other purpose allowed pursuant to C.R.S. Section 24-6-402(4) and such topic is announced at open session of the meeting.

**~~7) OTHER BUSINESS~~**

**8) ADJOURN**