

**NOTICE OF REGULAR BOARD MEETING OF  
THE UPPER SAN JUAN HEALTH SERVICE DISTRICT  
DOING BUSINESS AS PAGOSA SPRINGS MEDICAL CENTER**

**Tuesday, October 25, 2016**

**5:30 PM**

## Conference Room, PSMC Main Building

**95 South Pagosa Blvd., Pagosa Springs, CO 81447**

## AGENDA

*Pursuant to the provisions of the Supplemental Public Securities Act, one or more members of the Board may participate in this meeting and may vote on the foregoing matters through the use of a conference telephone or other telecommunications device.*

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

- a) Call for quorum (by Secretary/Treasurer Jerry Baker)
- b) Approval of the Agenda (and changes, if any)

## ~~2) MILESTONE MOMENT:~~

**3) 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 Manager of Executive Offices, Jodi Scarpa, 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.)

#### 4) REPORTS

- a) **Oral Reports** (may be accompanied by a written report)
- |                                   |  |
|-----------------------------------|--|
| i) Chair Report                   | Chair Mark Floyd   |
| ii) <del>Strategic Planning</del> | <del>Vice Chair Greg Schulte</del>                         |
| iii) Campus Planning              | Chair Mark Floyd   |
| iv) Contracts Committee           | Dir. Kate Alfred   |
| v) Construction Report            | Jodi Scarpa, Manager of Executive Offices                  |
| vi) CEO Report                    | Chief Executive Officer, Brad Cochennet                    |
| vii) Finance Report               | CFO, Dennis Wilson and Treasurer Jerry Baker               |
| viii) Monthly In-Depth Report:    | <i>Patient Financial Services, Manager Debbie Campbell</i> |
- b) **Written Reports** (*no oral report unless the Board has questions*)
- |                 |  |
|-----------------|--|
| i) CAO Report   | Chief Administrative Officer, Ann Bruzzese |
| ii) CNO Report  | Chief Nursing Officer, Kathee Douglas      |
| iii) COO Report | Chief Operations Officer, Kyle Kellum      |

iv) COS Report

Chief of Staff, Ralph Battels

~~v) CMO Quarterly Report~~

~~Chief Medical Officer, Dr. Rhonda Webb~~

**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: 09/27/2016

b) Approval of Medical Staff report recommendations for new or renewal of provider privileges.

**6) DECISION AGENDA** (Matters to be discussed and possible action)

## **7) EXECUTIVE SESSION**

The Board will meet in executive session for the purpose of conferencing with USJHSD's legal counsel to receive legal advice on legal questions in accordance with C.R.S. Section 24-6-402(4)(b) and C.R.S. Section 24-6-402(4)(a) regarding "the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest."

Further, the Board reserves the right to meet in executive session for any purpose allowed and announced at the meeting, in accordance with C.R.S. Section 24-6-402(4).

## **8) OTHER BUSINESS**

## **9) ADJOURN**



## **MINUTES OF REGULAR BOARD MEETING**

**Tuesday, October 25, 2016**

**5:30 PM**

**The Great Room, Pagosa Springs Medical Center**

**95 South Pagosa Blvd.**

**Pagosa Springs, CO 81147**

*Pursuant to the provisions of the Supplemental Public Securities Act, one or more members of the Board may participate in this meeting and may vote on the foregoing matters through the use of a conference telephone or other telecommunications device.*

The Board of Directors of the Upper San Juan Health Service District (the “Board”) held the regular board meeting on October 25, 2016, at Pagosa Springs Medical Center, The Great Room, 95 South Pagosa Blvd., Pagosa Springs, Colorado.

**Directors Present:** Chair Mark Floyd, Vice-Chair Greg Schulte, Secretary/Treasurer Jerry Baker, Director Kate Alfred, Director Dr. Richard Zak, Director Dr. Jim Pruitt, and Director Matt Mees.

Present by phone was the District’s Chief Financial Officer, Dennis Wilson.

### **Call to Order: Administrative Matters of the Board**

Chair, Mark Floyd, called the meeting to order at 5:30 p.m. MDT and Clerk of the Board, Jodi Scarpa, recorded the minutes. A quorum of directors was present and acknowledged by Vice-Chair, Greg Schulte, and the meeting, having been duly convened, was ready to proceed with business.

The Board noted approval of the agenda.

### **Milestone Moment**

There was none.

### **Public Comment**

There was none.

## **Reports**

### **Oral Reports**

#### **Chair Report**

Chair, Mark Floyd, reported there was no report.

#### **Strategic Planning**

There was none.

#### **Campus Planning**

Chair, Mark Floyd, reported there was no report.

#### **Contracts Committee**

Director, Kate Alfred, reported there was no report.

#### **Construction Report**

Manager of Executive Offices, Jodi Scarpa, advised the Board that construction is on time and on budget.

#### **CEO Report**

CEO, Brad Cochennet, discussed projected key strategic agendas for 2017.

#### **Finance Report**

CFO, Dennis Wilson, presented the attached Finance Report, highlighting gross accounts receivable balance decreased by \$412,000.00 and October finished at 55 days in net accounts receivable (A/R), up by only one day from September.

Mr. Wilson also noted over-budget variances as outlined in the Finance Report.

#### **Monthly In-Depth Report**

Patient Financial Services Manager, Debbie Campbell, presented before the board highlights of the restructure of the Patient Financial Services department and advised of various meetings, committees, and services newly-created and obtained that assisted with the success of significantly reducing PSMC's Accounts Receivable to below 60 days.

Vice-Chair, Greg Schulte, stated congratulations and appreciation to Ms. Campbell, and the rest of the department, for all of their substantial achievements.

### **Written Reports**

Director, Dr. Richard Zak, asked a question regarding the potential recruitment of another surgeon. Questions were asked and answered.

Director, Dr. Jim Pruitt, asked a question regarding potential financial burden that may be created by Medicare's proposed update to their Merit-based Incentive Payment System (MIPS). Questions were asked and answered.

### **Consent Agenda**

Chair, Mark Floyd, opened the discussion by briefly recounting the items on the consent agenda and inquired of any questions or objections. There was none.

Secretary/Treasurer, Jerry Baker, moved to approve all items listed in the Consent Agenda: the Regular Meeting Minutes of September 27, 2016, and the Medical Staff Report recommendations for new or renewal of provider privileges.

Director, Dr. Jim Pruitt, seconded.

The motion passed unanimously.

### **Decision Agenda**

There were no items on the decision agenda.

### **Executive Session**

Chair, Mark Floyd, recessed the regular meeting at 5:56 p.m. MDT for a break and reconvened in open session at 6:06 p.m. MDT. At 6:06 p.m. MDT, the Board met in executive session, in accordance with C.R.S. Section 24-6-402(4)(b) and C.R.S. Section 24-6-402(4)(a), regarding “the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest.”

Those present in executive session were: Chair Mark Floyd, Vice-Chair Greg Schulte, Secretary/Treasurer Jerry Baker, Director Kate Alfred, Director Dr. Richard Zak, Director Matt Mees, Director Dr. Jim Pruitt, CEO Brad Cochennet, CAO and In-House Legal Counsel Ann Bruzzese, CNO Kathee Douglas, and Clerk of the Board Jodi Scarpa.

The executive session ended at 6:33 p.m. MDT.

### **Other Business**

There was none.

### **Adjourn**

Chair, Mark Floyd, adjourned the regular meeting at 6:33 p.m. MDT.

Respectfully Submitted,  
Jodi Scarpa, serving as Clerk for the Board