



NOTICE OF REGULAR BOARD MEETING OF  
THE UPPER SAN JUAN HEALTH SERVICE DISTRICT dba PAGOSA SPRINGS MEDICAL CENTER  
Tuesday, July 24, 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 for quorum (by Treasurer/Secretary Dr. King Campbell)
- b) Board member self-disclosure of actual, potential or perceived conflicts of interest
- c) 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)

- a) DOLA Grant
  - i) Overview (report attached)
  - ii) Consideration of Resolution 2018-10 regarding support for PSMC application for a DOLA grant for infrastructure improvements to the hospital.

**4) REPORTS**

- a) **Oral Reports** (may be accompanied by a written report)
  - i) Chair Report Chair Greg Schulte
  - ii) ~~Contracts~~ ~~Director Kate Alfred~~
  - iii) ~~Strategic Planning~~ ~~Director Dr. Jim Pruitt and Director Karin Daniels~~
  - iv) CEO Report Chief Executive Officer, Dr. Rhonda Webb
  - v) Finance Report CFO Chelle Keplinger, Controller Johna Lederhouse and Treasurer Dr. Campbell
- 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
  - iii) Quarterly Report Re Annual Goals CAO, Ann Bruzzese



**MINUTES OF REGULAR BOARD MEETING**  
**Tuesday, July 24, 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 July 24, 2018, at Pagosa Springs Medical Center, The Board Room, 95 South Pagosa Blvd., Pagosa Springs, Colorado.

Directors Present: Chair Greg Schulte, Vice-Chair Dr. King Campbell, Secretary/Treasurer Matt Mees, Director Dr. Jim Pruitt, Director Kate Alfred, Director Karin Daniels, and Director Jason Cox.

Directors Absent: None.

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

- a) Call for quorum: Chair Schulte called the meeting to order at 5:30 p.m. MDT and Clerk to the Board, Heather Thomas, recorded the minutes. A quorum of directors was present and acknowledged by Secretary/Treasurer Dr. Campbell and the meeting, having been duly convened, was ready to proceed with business.
- b) Board member self-disclosure of actual, potential or perceived conflicts of interest: There were none.
- c) Approval of the Agenda: The Board noted approval of the agenda with suggestion by Director Cox to discuss Board email options during the Chair Oral Report.

**2) PUBLIC COMMENT**

There was none.

**3) DECISION AGENDA**

CEO Dr. Webb presented and discussed the attached overview of Resolution 2018-10, adding that a final quote for the anticipated ranges of the scope of work are anticipated to be received prior to August 1, 2018.

Questions were asked and answered.

**Consideration of Resolution 2018-10**

Secretary/Treasurer Dr. Campbell motioned to accept Resolution 2018-10, regarding support for PSMC application for a DOLA grant for infrastructure improvements to the hospital. Upon motion seconded by Director Alfred, the Board unanimously accepted said resolution.

#### **4) REPORTS**

##### **a) Oral Reports**

##### **i) Chair Report**

Chair Schulte reminded the Board of available email options for board-related communications, adding that Director Cox had suggested a new option. Director Cox advised the Board of an option of creating a new email domain (i.e. Gmail, Yahoo, etc.) whereby the Board would have a centralized email domain, not directly associated with PSMC corporate email.

A discussion ensued.

Chair Schulte suggested to proceed with creating a new separate email domain and instructed Board members to advise Clerk to the Board, Ms. Thomas, by August 10 of their decision as to which method of email they prefer – personal email, new domain email, or to create separate personal email.

Chair Schulte reported to the Board on the Southwest Health Care Forum, recently held July 23 in Durango, advising there were approximately 30 people in attendance. At the forum, there were representatives and management from three area hospitals, C&G Health Care Management, Colorado Hospital Association, as well as Senator Don Coram and a representative for Colorado State Rep. Barbara McLachlan. Chair Schulte highlighted the success of the gathering, noting it was the first time that management from the three area hospitals had come together and that the forum was a great opportunity to establish communication and relationships.

In attendance from the District were Vice-Chair Mees, CEO Dr. Webb, CAO Ann Bruzzese and CFO Chelle Keplinger who each noted their observations of the forum and its perceived success.

The Board noted their gratitude toward Chair Schulte for organizing the event.

##### **ii) Contracts**

Item intentionally struck from agenda. There was no report.

##### **iii) Strategic Planning**

Item intentionally struck from agenda. There was no report.

##### **iv) CEO Report**

CEO Dr. Webb advised the Board PSMC is proceeding with a new student program which would allow a select number of Pagosa Springs High School junior and senior students to shadow in PSMC departments.

CEO Dr. Webb then reported of the addition of two new providers to Behavioral Health, Dr. Kevin Kelly as a part-time Clinical Psychologist, and Celia Lowry as a part-time Licensed Clinical Social Worker.

##### **iv) Finance Report**

CFO Keplinger presented the attached report, highlighting gross charges in June had surpassed May by \$702,826, which is a 16 percent increase over 2017 YTD.

Questions were asked and answered.

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

i) Operations Report

Report attached. There were no questions.

ii) Medical Staff Report

Report attached. Director Dr. Pruitt asked a question regarding identification of Dr. Robert Palusinski, as is listed on the report within the recommendations for acceptance of provider privileges. COS Dr. Ralph Battels answered.

5) **CONSENT AGENDA**

CAO Bruzzese opened the discussion briefly reminding the Board that Board member absences will now be approved by the Board within the Consent Agenda and recorded in the minutes. Questions were asked and answered.

Director Dr. Pruitt motioned to approve the minutes of the regular meeting of 06/26/2018 and the Medical Staff report recommendations regarding new provider privileges, renewal of provider privileges and/or Medical Staff policies/forms.

Upon motion seconded by Director Cox, Director Alfred noted abstention, and the remainder of the Board unanimously approved said consent agenda items.

6) **EXECUTIVE SESSION**

The Board did not meet in executive session.

7) **OTHER BUSINESS**

There was none.

8) **ADJOURN**

There being no further business, Chair Schulte adjourned the regular meeting at 6:25 p.m. MDT.

Respectfully submitted,

Heather Thomas, serving as Clerk to the Board

**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 Board Member absences (if any)
- b) Approval of Minutes for the following meeting(s):
  - i) Regular meeting of: 06/26/2018
- c) 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**