



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

**Tuesday, April 25, 2017**

**5:30 PM**

**The Great Room, PSMC Main Building  
95 South Pagosa Blvd., Pagosa Springs, CO 81147**

**AGENDA**

**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) 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, 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.)

**3) MILESTONE MOMENT: *The Team Effort To Successfully Operationalize The New Clinic***

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

a) **CHANGE ORDERS FOR PHARMACY AND REMODEL #2**

- i) Overview by: CEO Brad Cochennet. *Remodel 2 is to accomplish the following:*
  - (1) *convert the Great Room space to pharmacy;*
  - (2) *return the hallway "offices" to sterile linen, red bag (dirty) linen, and housekeeping storage/office and pass through to the dock;*
  - (3) *convert the old clinic management space to informatics and training space;*
  - (4) *expand supply space into the existing informatics space; and*
  - (5) *convert the existing pharmacy into office cubicles for all the staff being displaced by the conversion of the hallway offices (per #2 above).*
- ii) Finance Committee recommendation reported by: Dennis Wilson and Chair Mark Floyd for the Finance Committee report the costs for Remodel #2 and the recommendation of the Finance Committee to proceed with Remodel #2.
- iii) Consideration of Resolution 2017-07 (written resolution in the packet) regarding approval of Remodel 2.

## 5) REPORTS

### a) **Oral Reports** (may be accompanied by a written report)

- i) ~~Chair Report~~ ~~Chair Mark Floyd~~
- ii) ~~Strategic Planning~~ ~~Vice Chair Greg Schulte~~
- iii) Contracts Dir. Jerry Baker
- iv) ~~Succession Planning~~ ~~Dir. Kate Alfred~~
- v) CEO Report Chief Executive Officer, Brad Cochennet
- vi) Finance Report CFO, Dennis Wilson and Treasurer Jerry Baker
- vii) ~~Monthly In-Depth Report~~

### 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) CMO Report Chief Medical Officer, Rhonda Webb
- iv) COS Report Chief of Staff, Ralph Battels

## 6) **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: 03/28/2017

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

## 7) **OTHER BUSINESS**

## 8) **EXECUTIVE SESSION**

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

## 9) **ADJOURN**



**MINUTES OF REGULAR BOARD MEETING**  
**Tuesday, April 25, 2017**  
**5:30 PM**  
**The Great Room, PSMC Main Building**  
**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 April 25, 2017, 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 Dr. Jim Pruitt, Director Kate Alfred, and Director Matt Mees.

Present by phone was Director Dr. Richard Zak.

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

Chair 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 Secretary/Treasurer Baker and the meeting, having been duly convened, was ready to proceed with business.

The Board noted approval of the agenda.

**2) PUBLIC COMMENT**

There was none.

**3) MILESTONE MOMENT**

CEO, Brad Cochennet, came before the Board to acknowledge and congratulate the large group of people that assisted with the move of the Clinic, stating that it was an enormous effort and highly successful. Chair Floyd stated that he seconded in congratulations. Secretary/Treasurer Baker stated that PSMC has come a long way and Mr. Cochennet should be complimented on all of his efforts and achievements that have led to this success, adding that Mr. Cochennet has laid a good foundation for future growth and accomplishments. Director Alfred added the volunteer program, which was established last year, was a nice addition and has added a sense of welcome and helpfulness, and aides in the reduction of stress in patients.

**4) DECISION AGENDA**

**a) CHANGE ORDERS FOR PHARMACY AND REMODEL #2**

**i) Overview**

CEO Cochennet verbally presented before the Board the proposed Remodel #2 and advised the

remodel is to accomplish the following:

1. convert the Great Room space to pharmacy;
2. return the hallway “offices” to sterile linen, red bag (dirty) linen, and housekeeping storage/office and pass through to the dock;
3. convert the old clinic management space to informatics and training space;
4. expand supply space into the existing informatics space; and
5. convert the existing pharmacy into office cubicles for all the staff being displaced by the conversion of the hallway offices (per #2 above).

Questions were asked and answered.

ii) Finance Committee recommendation

Dennis Wilson and Chair Mark Floyd, on behalf of the Finance Committee, reported the costs for Remodel #2 and the recommendation of the Finance Committee to proceed with Remodel #2.

iii) Consideration of Resolution 2017-07

Secretary/Treasurer Baker moved to accept Resolution 2017-07. Upon motion seconded by Director Alfred, the Board unanimously approved Resolution 2017-07.

## 5) REPORTS

### a) **Oral Reports**

i) Chair Report

Item intentionally struck from agenda. There was no report.

ii) Strategic Planning

Item intentionally struck from agenda. There was no report.

iii) Contracts

Secretary/Treasurer Baker advised that one new provider contract was reviewed and was within acceptable norms. Mr. Baker then stated that the Committee has unanimously agreed to remove Section 11, which includes post-employment language, from provider contracts both new and existing. Existing providers will receive amendments to their contracts with Section 11 revised.

iv) Succession Planning

Item intentionally struck from agenda. There was no report.

v) CEO Report

CEO Cochennet presented before the Board the attached report highlighting the completion of the first quarter toward the 2017 PSMC Annual Goals. Mr. Cochennet advised that he feels very good about the performance of the first quarter and that PSMC is on target to complete the goals by the end of 2017.

Questions were asked and answered.

vi) Finance Report

CFO Wilson presented the attached report, highlighting gross charges set a new record for the highest monthly charges in the history of the medical center. The previous record broken was in July, 2016.

Mr. Wilson further advised the Board that an audit of USJHSD had recently been completed and that there were no major audit issues identified.

As outlined in the attached report, Mr. Wilson advised the Board as to the Finance Committee’s discussion of complications regarding a change in the 340B pharmacy processor from RX Strategies to Verity, effective July 2017. Mr. Wilson explained the change is being made to save on

prescription processing fees and to include Walmart (of Pagosa Springs and Durango) as an additional pharmacy.

Secretary/Treasurer Baker stated that the month of March continued to produce positive net income.

Chair Floyd requested an update of Senate Bill 267 regarding Hospital Provider Fees. CAO Bruzzese advised. A discussion ensued.

Director Alfred asked if the three FTE vacancies, as outlined in said report, were to be filled. CFO Wilson advised that they have already extended employment offers to two candidates and that the candidates are currently completing pre-hire requirements.

Vice-Chair Schulte asked a question regarding the attached Cash Forecast inquiring of the probability of falling short of the 2017 Budget. CFO Wilson answered, highlighting timing and other variable factors would affect the end of year numbers as noted in said Cash Forecast.

Director Dr. Pruitt asked a question regarding the attached Revenue and Usage by Financial Class as to what type of encounters get categorized under Self Pay. CFO Wilson answered. A discussion ensued.

vii) Monthly In-Depth Report

Item intentionally struck from agenda. There was no report.

b) **Written Reports** *(no oral reports were presented unless the Board had questions)*

i) CAO Report

Director Dr. Pruitt requested clarification regarding a reference in the attached CAO to the attached CMO report. CAO Bruzzese advised.

ii) CNO Report

Chair Floyd inquired if the number of transfers, as noted in the attached CNO report, were due to lack of beds. CNO, Kathee Douglas, advised the transfers were subject to temporary reduction of nursing staff as outlined in said report.

iii) CMO Report

There were no questions.

iv) COS Report

There were no questions.

**6) CONSENT AGENDA**

Chair Floyd opened the discussion briefly recounting the items on the consent agenda and inquired of any questions or objections. Vice-Chair Schulte and Director Mees both abstained from the vote to approve the Regular Meeting Minutes of March 28, 2017, as they were not present at said meeting. It was noted by Chair Floyd that a separate vote would ensue for approval of the two items listed on the agenda.

Director Dr. Pruitt moved to approve the Regular Meeting Minutes of 03/28/2017. Upon motion seconded by Secretary/Treasurer Baker the minutes were approved as presented.

Vice-Chair Schulte moved to approve the Medical Staff report recommendations for new or renewal of provider privileges. Upon motion seconded by Director Alfred, the Board unanimously accepted recommendations for new or renewal of provider privileges.

7) **OTHER BUSINESS**

There was none.

8) **EXECUTIVE SESSION**

The Board did not meet in executive session.

9) **ADJOURN**

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

Respectfully Submitted,

Jodi Scarpa, serving as Clerk for the Board