



NOTICE OF REGULAR BOARD MEETING OF
THE UPPER SAN JUAN HEALTH SERVICE DISTRICT dba PAGOSA SPRINGS MEDICAL CENTER
Tuesday, August 22, 2017 at 5:30 PM
The Great Room, PSMC Main Building (in the old clinic area)
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: *EMERGENCY DEPARTMENT*

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

- a) Consideration of Resolution 2017-14 regarding ministerial business matters to update names/positions of authorized signors of the Upper San Juan Health Service District.
- b) Consideration of Resolution 2017-15 regarding approval of UMB's resolution in order for USJHSD to obtain credit cards for use subject to USJHSD policies and internal controls.

5) REPORTS

- a) **Oral Reports** (may be accompanied by a written report)
 - i) Chair Report Chair Mark Floyd
 - ~~ii) Contracts Dir. Jerry Baker~~
 - ~~iii) Strategic Planning Vice Chair Greg Schulte~~
 - iv) CEO Report Chief Executive Officer, Brad Cochennet
 - v) Finance Report CFO, Dennis Wilson and Treasurer Jerry Baker

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
- v) Monthly In-Depth Report *Tour of Completion of Remodel 2, Kathee Douglas*

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: 07/25/2017

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

c) Approval of correction of misnumbering of a 2017 resolution; resolution number shall be consistent with the following:

- i) 2017-~~42~~**13** (passed in July, regular meeting) approval to proceed with finalizing negotiations of the next CEO's employment agreement and execution of the finalized employment agreement by the Chairman of the Board on behalf of USJHSD.

7) 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.

8) OTHER BUSINESS

9) ADJOURN



MINUTES OF REGULAR BOARD MEETING

Tuesday, August 22, 2017

5:30 PM

The Great Room, PSMC Main Building (in the old clinic area)

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 August 22, 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, 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, Heather Thomas, 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: *Emergency Department*

CEO, Brad Cochennet, and CMO, Dr. Rhonda Webb, reported to the Board a new record of 908 ED patient visits in the month of July, acknowledging the care and efforts of all of the staff from ED, housekeeping, radiology, lab and more that were all vital in the success of providing quality health care for so many.

4) DECISION AGENDA

a) Consideration of Resolution 2017-14

CAO, Ann Bruzzese, presented a brief overview of the resolution regarding ministerial business matters to update names/positions of authorized signors of the Upper San Juan Health Service District.

CONSENT AGENDA 6a.i.

Secretary/Treasurer Baker motioned to approve Resolution 2017-14, Vice Chair Schulte seconded; the Board unanimously approved Resolution 2017-14.

b) Consideration of Resolution 2017-15

CAO Bruzzese presented a brief overview of a resolution regarding approval of UMB's resolution in order for USJHSD to obtain credit cards for use subject to USJHSD policies and internal controls.

Secretary/Treasurer Baker motioned to approve Resolution 2017-15, Director Mees seconded; the Board unanimously approved Resolution 2017-15.

5) REPORTS

b) Oral Reports

i) Chair Report

Chair Floyd advised the Board 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) CEO Report

CEO, Brad Cochennet, reported to the Board that a successful donor event was held at the home of Drs. Bill and Rhonda Webb on August 8, 2017, as a thank-you celebration as well as an opportunity to formally introduce Dr. Rhonda Webb as the new incoming CEO.

Mr. Cochennet also announced that Jodi Scarpa has been appointed as the new Director of PSMC's Development/Foundation department. In addition, CMO, Dr. Rhonda Webb, announced that Christine Lucero has been promoted to the position of Executive Coordinator.

v) Finance Report

Secretary/Treasurer Baker presented the attached Finance Committee Report highlighting that the month of July set a new record of just over \$5 million in gross charges, exceeding the previous record from March 2017 by \$267,000. Contributing to the record gross revenue were inpatient surgery, CT, MRI and emergency visits.

Controller, Johna Lederhouse, added that expenses were in line with the budget.

Questions were asked and answered.

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

i) CAO Report

Chair Floyd asked a question regarding the numbers reported for Facebook impressions. Jesse Hensle, Manager of Marketing and Communications, answered.

ii) CNO Report

Chair Floyd asked a question regarding reported staffing totals. CNO, Kathee Douglas, answered.

CONSENT AGENDA 6a.i.

Vice-Chair Schulte asked a question regarding door-to-doc statistics as outlined in CNO report. Ms. Douglas answered.

Director Dr. Zak asked a question regarding the reason for tracking Dulce, NM, patients independently. Ms. Douglas answered.

Vice-Chair Schulte asked a question regarding blood storage. Ms. Douglas answered. Additional questions regarding blood banks were asked and answered by Ms. Douglas and Dr. Webb.

Director Mees asked a question regarding current surgeon staffing. Ms. Douglas answered.

iii) CMO Report

There were no questions.

iv) COS Report

There were no questions.

v) Monthly In-Depth Report

A tour of the completion of Remodels 1 and 2 were provided by Ms. Douglas following the Consent Agenda.

6) CONSENT AGENDA

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

Vice-Chair Schulte moved to approve the minutes of the regular meeting of 07/25/2017, the Medical Staff report recommendations for new or renewal of provider privileges, as well as a correction of misnumbering of a 2017 resolution as presented.

Upon motion seconded by Director Mees, the Board unanimously approved said agenda items.

7) EXECUTIVE SESSION

The Board did not meet in executive session.

8) OTHER BUSINESS

There was none.

9) ADJOURN

There being no further business, Chair Floyd adjourned the regular meeting at 6:17 p.m. MDT.

Respectfully submitted,

Heather Thomas, serving as Clerk of the Board