



NOTICE OF SPECIAL BOARD MEETING OF  
THE UPPER SAN JUAN HEALTH SERVICE DISTRICT dba PAGOSA SPRINGS MEDICAL CENTER  
Tuesday, October 15, 2019, 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) Confirmation of quorum
- b) Board member self-disclosure of actual, potential or perceived conflicts of interest
- c) Approval of the Agenda (and changes, if any)

**2) PUBLIC HEARING ON THE PROPOSED 2020 BUDGET FOR USJHSD**

- a) Open the Public Hearing on the proposed 2020 budget
  - i) CEO direction for 2020
  - ii) CFO's overview of the budget
  - iii) Questions/comments of the Board
  - iv) Questions/comments of the public
- b) Close the Public Hearing

**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 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.)

**4) REPORTS**

- a) **Oral Reports** (may be accompanied by a written report)
  - i) Chair Report Chair Greg Schulte
  - ii) ~~Contracts~~ ~~Dir. Kate Alfred and Dir. Karin Daniels~~
  - iii) ~~Strategic Planning~~ ~~Dir. Dr. Jim Pruitt and Dir. Karin Daniels~~
  - iv) CEO Report Chief Executive Officer, Dr. Rhonda Webb
  - v) Finance Report CFO, Chelle Keplinger 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, Dr. 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 Board Member absences:

i) Regular meeting of 10/15/2019

b) Approval of Minutes for the following meeting(s):

i) Regular meeting of: 08/27/2019

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

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

**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 SPECIAL BOARD MEETING**  
**Tuesday, October 15, 2019**  
**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 October 15, 2019, at Pagosa Springs Medical Center, The Board Room, 95 South Pagosa Blvd., Pagosa Springs, Colorado.

Directors Present: Chair Greg Schulte, Vice-Chair Matt Mees, Treasurer-Secretary Dr. King Campbell, Director Jason Cox.

Present by Phone: Director Dr. Jim Pruitt

Director(s) Absent: Director Kate Alfred and Director Karin Daniels. (The noted absences were excused due to prior notification.)

**1) CALL TO ORDER**

- a) Call for quorum: Chair Schulte 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.
- 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.

**2) PUBLIC HEARING ON THE PROPOSED 2020 BUDGET FOR USJHSD**

- a) Open the Public Hearing on the proposed 2020 budget: Chair Schulte opened the Public Hearing at 5:32 p.m. MDT.
- i) CEO direction for 2020

CEO Dr. Webb began, noting the proposed 2020 budget anticipates more conservative growth compared to previous years. CEO Dr. Webb then advised of the focus on renovation of the HVAC system, slated to start in January 2020.

ii) CFO's overview of the budget

CFO Chelle Keplinger presented and discussed the attached assumptions for the proposed budget, PowerPoint presentation, and 2020 proposed budget summary.

Treasurer-Secretary Dr. Campbell noted the Finance Committee's recommendation for approval of the proposed 2020 budget as presented.

iii) Questions/comments of the Board

Board members noted their appreciation for the hard work of everyone involved in creating the budget and extended congratulations to the entire team.

Questions were asked and answered.

Chair Schulte advised the Board that per the attached letter from Axis Health System requesting support for their ATU's 2020 operations, the requested contribution has been included within the 2020 budget under "other". Director Dr. Pruitt noted his disapproval of the contribution and asked if there would be a vote on the decision to allow contributions to Axis Health System. Chair Schulte suggested that at the next meeting in November, when voting on approval of the 2020 budget, a board member may then move to approve the proposed budget with the exception of voting out the contribution to Axis Health System.

iv) Questions/comments of the public

There were none.

b) Close the Public Hearing: Chair Schulte closed the Public Hearing at 6:03 p.m. MDT.

**3) PUBLIC COMMENT**

There was none.

**4) REPORTS**

a) **Oral Reports**

i) Chair Report

Chair Schulte gave an update on the status of the Archuleta County Combined Dispatch.

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 that donors, Dayle and Tiffany Wilson, graciously provided breakfast from Pagosa Baking Company for the entire organization as an act of gratitude this morning.

CEO Dr. Webb noted that 2019 has proven to be an anomalous year regarding finances as indicated in the upcoming Finance Report.

CEO Dr. Webb ended highlighting that August ended with a record-high number of surgeries totaling 107.

v) Finance Report

CFO, Chelle Keplinger, presented and discussed the financial PowerPoint presentation, highlighting that there was a net gain for the month of August by meeting budget on expenses and exceeding budget on gross revenues.

There were no questions.

b) **Written Reports**

i) Operations Report

There were no questions.

ii) Medical Staff Report

There were no questions.

5) **CONSENT AGENDA**

Vice-Chair Mees motioned to approve the noted Board member absences, the minutes of the regular meeting of 08/27/2019, and the Medical Staff report recommendations for new or renewal of provider privileges.

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

6) **DECISION AGENDA**

There was none.

7) **EXECUTIVE SESSION**

The Board did not meet in executive session.

8) **OTHER BUSINESS**

There was no other business.

9) **ADJOURN**

There being no further business, Chair Schulte adjourned the regular meeting at 6:15 p.m. MDT.

Respectfully submitted by:

Heather Thomas, serving as Clerk of the Board