

KCCHSD Board of Directors
Regular Board Meeting on Wednesday, January 23, 2019 in the
Rosa Lee Lopez Learning Center (Classroom) at the Kit Carson County Memorial Hospital
Located at 286 16th Street Burlington, CO 80807

- Call to Order – 6:00 pm

- Amendments and Approval of Agenda: Amending the agenda to show that Heather’s topic will be put under Susan’s report. A motion to accept the agenda with the amendments was made.
 - Motion made by: John
 - Seconded by: Karl Vote Results: All Aye – Motion Passed 6:07p

- Recognition of Special Guests and Announcements: John Swick shared his experience of attending the Join the Conversation meeting with the Dept. Heads. Said he enjoyed it and Judi asked if anyone was learning anything. There was several nodding. Kelly reiterated the importance of sharing the conversation in these meetings with other staff members on their teams. Jordie shared the fact that our hospital is not a service industry but an experience industry and Kelly used his recent visit to Vince’s Chevrolet as an example. They went above and beyond and as he says, they have a customer for life in him because of his experience.

- Approval of Minutes from Previous Meetings
 - 12-13-18 – Lunch & Learn (Credentialing) – Need to add times at every action and executive sessions.
 - 12-19-18 – Regular Board Meeting – Needs clarification in the minutes on what award Bryan Gorton received, Butch’s discussion on the Umbrella discussion need to be on there before approval can happen.
 - 1-10-18 – Lunch & Learn (Peer Review & Reporting) – Needs times added to be able to sign off on them.

A motion to accept the special meetings (Lunch & Learns) minutes was made but they will be signed when the times are added to the minutes.

- Motion made by: Garret
- Seconded by: Kylee Vote Results: All Aye – Motion Passed 6:24p

- Bills and Appropriations (December 2018) – Discussion surrounded financials and Megan getting clarification. Motion made to accept the bills and appropriations as presented.
 - Motion made by: Garret
 - Seconded by: Kylee Vote Results: All Aye – Motion Passed 6:36p

- Unfinished Business (OLD)
 - Kelly’s Response to the letter from Deming. The Board discussed and the directors decided they’d done their due diligence prior to hiring him and decided to just let it go. Judi is on record to state that what Kelly’s done so far is positive. Garret said that since the letter was submitted unsigned and they received the support letters of those who

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worked with Kelly in the past. Shauna stepped forward and supported Kelly and the rest of us followed suit.

- Colorado Network – Butch discussed the fact that he and Kelly met with John and the benefits that he would bring our hospital. Didn't commit on exactly what he could save us because it comes down to negotiations. Butch explained that he cannot work for the consortium because of Anti-Trust laws and so he can only represent individual organizations. One of the major benefits that John brings us is the additional potential business from the VA patients which would more than pay for his fee of \$14,400. Garret asked if we could meet him. Butch said that yes, he would organize that. Will wait until the next Lunch & Learn to decide anything on the Colorado Network.

- New Business
 - Town Halls: Employee – 1/16/19 (Complete), 1/21/19 – Postponed due to weather
 - Town Halls: Public – 1/29/19 – At the Midway Theater in Burlington. 2nd sharing is scheduled for Flagler, Thursday, February 21st and the 3rd sharing is scheduled for Stratton on Tuesday, February, 26th. Several of the directors couldn't make the original date that was set for February 11th, so they asked me to reschedule it in Stratton. The reschedule date is listed above.
 - Discussion on Spending Limits – Judi requested this discussion. With the 3 Chief model, they could collectively spend \$25k without Board approval. Judi would like to have 3 vendors/bids. Anything outside of the regular expenditures would need to be approved by the directors. Capital expenditures are at \$200k.
 - Motion made to change the spending limits from \$25k to \$10k on Kelly's authority without Board approval.
 - Motion made by: Garret
 - Seconded by: Kylee Vote Results: All Aye – Motion Passed 6:52p

- Kelly described the Consent agenda by explaining that when we send the packet in, the directors have the reports ahead of time so that they can read them and pose questions to each department that give reports instead of rehashing all of their report. Judi commented that she was fine with that process going forward.

- Reports of Officers, Committees, Professional/Consultants
 - COO Report. The directors would like to see a more detailed version of the HR part. They want to know why these employees are leaving us. Judy F stated that moving forward; she intends to perform exit interviews because in the past, they haven't been completed except from February 2018. Megan suggested in order for the former employee to pick that up, they would have to complete the exit interview. Kelly explained that we need to get perfectly clear on the exit interviews. We cannot share

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the exit interview or the file but we can summarize.

Corey updated the directors on the HBO. Judi asked about when the permanent oxygen tank will be in and Corey thought maybe by the end of February. Casey asked Corey to put a sum at the end of each year which would make it easier to see the year over year comparison for the service lines. Corey brought up 340b. GPO – “Group Purchasing Organization”. Casey would like to see a 5-10% savings. Kelly described the comment made to him that his nephew who has been in this industry for quite some time said that this is the first hospital that he’s seen that gets a better deal than he has. Kelly explained that they are possibly putting something together with the consortium to save more money across the board.

- Motion made to go into executive session 24-6-402 (4)(b) *Conferences with the District’s attorney regarding legal advice on specific legal questions regarding the Campbell, C. case.*
 - Motion made by: Garret
 - Seconded by: Casey Vote Results: All Aye – Motion Passed 7:01pm

- Motion made to come out of executive session.
 - Motion made by: Garret
 - Seconded by: Karl Vote Results: All Aye – Motion Passed 7:21pm

- Motion made to accept terms of the legal counsel Jackson & Lewis on a settlement case that they discussed in executive session.
 - Motion made by: Casey
 - Seconded by: Karl Vote Results: All Aye – Motion Passed 7:23pm

- Continuing with Reports of Officers, Committees, Professional/Consultants
 - CNO – presented by Heather Morris in place of Susan Vaughan who is on vacation. Casey commented that it looks like we had a reduction in traveling nurses and Heather and Kelly elaborated. Heather commented that we have 1 leaving in 2 weeks. In a pool of 5 candidates, we have 3 that are on board. We are waiting for 1 candidate’s license to be transferred into Colorado, a prn nurse moving to Full Time, big wins. The 2 that we haven’t hired is because 1 was asking too much but they are still negotiating. Casey asked what is bringing in the applicants. Kelly explained that Susan has been reaching out to schools and just educating the rest of the world that we are looking. He mentioned that he has a professional connection who represents 2-3 nurses in the NM area that are interested in moving back to Colorado. Casey thanked admin for making the effort to end our need for traveler nurses.
 - RETAC – Heather has a copy of the letter. The directors gave her their blessing.

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- CFO – Butch answered questions regarding the EMR system. In direct expense, there will be about an \$80-90k but with the efficiency that it brings will make it better in the long run. The legacy system (\$234k) will support our medical records and we are looking at other companies for a cheaper alternative. John Swick brought up our AR and wanted to know what our total was now. It's down about \$900k but we're at about \$6.9M right now but we are still making headway. Over 60 days is about \$4M. John wanted to know why we are running so far behind. Butch explained that it is in part due to the number of employees or to the "green" employees and *decades of mismanagement in the past*. It would be nice to have additional staff. John posed the question as to whether if we spend the money on education or more people. Unfortunately, the patients are receiving a deal and then in come another bill that isn't a part of the 50% deal. Kelly said that we have to understand what it is that we are dealing with and once that happens then we can knock it out quickly. Judi recommended that we possibly hire 3 people to help in collections and eventually bring collections back in-house. Butch described the hiccup that they've run into. Recently, we found out that not all claims have been delivered to BC Services. Butch brought up the good things that are happening this month. He described the "Edit List" and how a patient gets on this list. We will be getting a payment from Medicaid for \$61,000 tomorrow because we have taken care of this edit list and cleared them up. Over the last 3 months, we have averaged 100 late charges per month. Since the beginning of January, with our work on this, we've only had 14! Judi mentioned that she was going to hold Butch to his promises and we'd be discussing the same thing with Evident at 7:56pm.
- Casey requested I change the 12-19-18 minutes to reflect that the Board approved the agenda instead of the budget.
- Karen described the fact that Katie Dobler has been moved into Infection Prevention. She also reported that she has a steep learning curve since this isn't something she has done previously. She is embracing it and her loss is being felt by one provider downstairs.
- Brenda reported that the Stratton Medical Clinic has been open 3 days and will be open 4 days in February! Brenda has received a ton of comments about how much everyone loves Daniela. Providers are rotating through. We've had positive influenza but nothing hospitalized as of yet. Brenda is looking for another MA. There are 23 Shopko employees that will be looking for jobs.
- Shauna asked if the board wanted to wait to approve the credentialed specialty docs or if they wanted to do it tonight. Judi said let's just get them done tonight.
 - Dr. Hill will be starting dermatology. Ortho is coming out and is almost totally credentialed. Lots of positive things going on...
 - Dr. Solomon (ophthalmology)

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- Judi asked how the new position is since Shauna was put as the director over both Specialty and the Surgery. Shauna explained that positive changes will be made.
- Dr. Kadivar (tele-radiologist) –no red flags that anyone that is being presented tonight. With Colorado Imaging Associates.
- Dr. Eric Christenson, Dr. Ryan Sydnor
- Dr. Eunice Gititu, a local physician, no issues, no problems
- Jesse Smith, Daniela Fawcett,
- Jerry Glattfelt
- Gary Atherholt
- Anya Miller
- We will be changing the by-laws from the 3 chiefs' model to the CEO model. Med Staff approved that.
- Shauna said that she will need an action to approve each one so they can move forward. It's exciting for this facility because we haven't had this many physicians come to this hospital in a long while. Karl mentioned Shauna call Judy Dre over in Hugo. She does the credentialing there.
 - A motion was made to approve this final draft for the tele-medicine medical staff privileges. This has been approved by medical staff previously.
 - Motion made by: John
 - Seconded by: Karl Vote Results: All Aye – Motion Passed
- Shauna needs a vote for each one:
 - All in favor to approve Dr. Kadivar, say aye – all aye (8:46)
 - All in favor to approve Dr. Chistensen, say aye – all aye (8:46)
 - All in favor to approve Dr. Sydnor, say aye – all aye (8:46)
 - All in favor to approve Dr. Gititu, say aye – all aye (8:47)
 - All in favor to approve Dr. Miller, same sign – all aye (8:47)
 - All in favor to approve Dr. Atherholt, say aye – all aye (8:47)
 - Daniela, say aye – all aye (8:47)
 - Jesse Smith, say aye – all aye (8:47) and
 - Glattfelt, say aye – all aye (8:47).
- The next Lunch and Learn with Butch, is anyone interested in doing a sub-committee? John Swick said he'd be interested in serving. Shauna asked that they meet on the Friday before Med Staff. Just as long as we have it done by that 2nd Tuesday, said Shauna. Karl and John will meet with Shauna on a monthly meeting.

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- Kelly mentioned about the Health Fair. John Swick and I will be there registering folks at the door, February 2nd. Please show up... sell it... get it out there. We did a ton of advertising ... the newspaper did a free thing for us... radio... hasn't been without effort. The docs (Drs. Gtitu, Perez, Pimentel) had a meeting with me – one on one – Heather is measuring ED metrics. He explained that he wants to know how many people come in, we send them away and they come back. We had 7 in December. We need to maybe put them into the OBS so we take care of our patients. We will be reviewing our patient's charts (minus the patient's name) and will be constructive. Because of the conversations, we will be presenting that data. The clinics haven't moved much, year over year. They were flat. In January of this year, we're doing well. Volume is increasing. Hospital business is seasonal. He spoke of the daily census. In November 2017, the average daily census was .77. 2018 same month, 4.53. In December 1.84 and now we're at 5.9. What an increase! Looking year over year, for the whole year, our average daily census was 1.8142 for 2017 and for 2018; 5.0883. Increases for the traffic in our hospital. Specialty clinic in 2016, we had 3440 visits. 2017-2994, in 2018, we're down to 2773. We've lost providers and patients. Our job is to grow specialty clinic to get these numbers back up. Heather reported that 2 weeks ago, we had 12-14 people on the floor! Kelly reported that for Imaging in 2017, we had 5800 and in 2018 we had 6091. Great indicators that the hospital is improving and on our way up!

Talked about the grand opening for the HBOT. John Swick reported who was there. Being in the paper as often as we are is healthy. Centura gave us a proposal for surgery. Kelly reiterated that if they are in this hospital seeing patients, they will be doing their surgeries here in this hospital. Discussion on Facebook and how a previous team set up the Burlington Hospital, etc.

- 5 minute break 9:12p
- Motion made to go into Executive session 24-6-402 (4)(e) *Negotiations*.
 - Motion made by Kylee
 - Seconded by Garret. Vote Results: All Aye – Motion passed. 9:18p
- Motion to come out of Executive Session.
 - Motion made by: Casey
 - Seconded by: Terry Vote Results: All Aye – Motion Passed 10:06p

Result: Discussion over insurance payor options. Discussed negotiations with Jonathan Rotella regarding the HBO Project.
- Motion to Adjourn the meeting. 10:10p

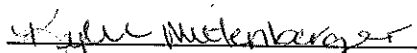
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- Motion made by: Terry
 - Seconded by: Garret
- Vote Results: All Aye – Motion passed. Adjourned.

In attendance: Judi Mitchek, John Swick, Casey McDaniel, Kylee Miltenberger, Terry Pfaffly, Garret Mitchek, Karl Ingram.

Respectfully submitted by:

J.Mann, PR/Executive Administrative Assistant



Kylee Miltenberger, Board Secretary

Date: 2-27-2019