

Kit Carson County Health Service District Regular Meeting Board of Directors

0.0 Roll Call

Ms. Judi Mitchek (Chair)	Present
Mr. John Swick (Vice)	Present
Mr. Casey McDaniel (Treasurer)	Present
Ms. Kylee Miltenberger (Secretary)	Present
Mr. Terry Pfaffly (Director)	Present
Mr. Garret Mitchek (Director)	Present
Mr. Karl Ingram (Director)	Present

A regular meeting of the Kit Carson County Health Service District (KCCHSD) was held on Wednesday, 03-27-2019 at KCCHSD's Rosalee Lopez Learning Center aka Classroom, located at 286 16th Street, Burlington, CO 80807 and scheduled at 18:00 hours. The Chair, Secretary, Vice Chair, Treasurer and remaining directors were present.

A quorum being present, the meeting was called to order at 18:03.

- **Amendments and Approval of Agenda**

A **MOTION** was made by Mr. McDaniel to approve the agenda as presented. Mr. Mitchek seconded the motion. 18:03

Outcome:

All Aye – Motion Passed

- **Recognition of Special Guests and Announcements**

- **Approval of Minutes from Previous Meetings**

- a. 12-13-18 – Lunch & Learn Session I
- b. 03-20-19 – Lunch & Learn Session IV (Makeup due to wx)
- c. 02-27-19 – Regular Meeting, February 2019

A **MOTION** was made by Ms. Miltenberger to approve the 12-13-18 meeting minutes with the additional times added. This motion was seconded by Mr. Mitchek. 18:05

Outcome:

All Aye – Motion Passed

Ms. Mitchek and Ms. Miltenberger and remaining directors tabled the minutes from the 3-20-19 Lunch & Learn and 2-27-19 regular meeting for amendments requested.

- **Approval of Bills and Appropriations**

A discussion ensued regarding various charges on the credit cards.

A **MOTION** was made by Mr. McDaniel to approve the bills and appropriations as presented and was seconded by Mr. Ingram. 18:36

Outcome:

All Aye – Motion Passed

- **Unfinished Business**

- a. Accomplishment Results from Strategic Plan Projections (Power Point Shown)

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- **New Business**

- a. MRI Lease (Handout) – Directors decided to table this discussion until next regular meeting 18:42
- b. Employee Satisfaction Survey Results Shown in Power Point - Discussion
- c. Hospital Transformation: Community Survey Results Shown in Power Point

Hearings

- **Reports of Officers, Committees, Professional/Consultants**

- a. Chief Operations/Compliance Officer Corey Fedie
Questions were asked of Mr. Fedie regarding the 340b program and how it will save the hospital approximately \$200,000 annually. Mr. Fedie presented the bids he received from various vendors for the 340b program (SunRx, CaptureRx & MacroHelix). Mr. Fedie commented that SunRx is the recommended choice by other outside vendors such as WB Drug and other pharmacies in the area. Mr. Fedie requested an action from the board regarding approving going forward with recommended SunRx.
A MOTION was made by Mr. McDaniel to allow Kelly to negotiate with SunRx on our behalf. Mr. Pfaffly seconded this motion. 20:04

Outcome:

All Aye – Motion Passed

- b. Chief Financial Officer James L Forrest, Jr “Butch”
Mr. Forrest discussed the personnel movements and explained the new positions that each were now working. He gave an update on the new EMR EVIDENT, training progress for departments and the problems he is having with getting a 3rd quote to back up the “Legacy” system before converting to EVIDENT. He presented 2 options: Tri-Yam and MindsEye. Tri-Yam’s bid is \$29,700 and MindsEye is \$47,000. He asked the directors for an action and recommended the Tri-Yam due to its cost and recommendations from other users.
A MOTION was made by Mr. McDaniel to approve the software Tri-Yam with cloud support for the “Legacy” system prior to converting to EVIDENT. It was seconded by Mr. Ingram. 20:21

Outcome:

All Aye – Motion Passed It was also noted that Mr. McDaniel and Ms. Mitchek would sign-off on the hardware.

Next, Mr. Forrest addressed the consortium and the shared cost of consultants Michelle & David Ginsberg. Discussion continued and the directors decided to table this decision. 20:24

Mr. Forrest addressed the Anti-Virus that is up for renewal. He asked for an action to approve the anti-virus for \$12,480.

A MOTION was made by Mr. McDaniel to approve the virus protection but instead of capital expensing it, it is to be placed on the expense report.

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Mr. Mitchek seconded the motion. 20:36

Outcome: **All Aye – Motion Passed**

- c. Chief Nursing Officer Susan Vaughan
Ms. Vaughan reported that the State is examining Home Health. She explained they were working through changing policies, fixing what the mock survey revealed. She discussed the soon-to-be centralized scheduling and her recruiting efforts.
- d. Medical Staff Office Shauna Richardson
Ms. Richardson discussed the incoming doctors that she's recruited and in process of credentialing with the credentialing subcommittee of the board. Ms. Richardson relayed that people in her department have changed roles and those roles were described.
- e. Quality/Risk Karen Hooker
Ms. Hooker discussed complaints and risk cases in February.
- f. Parke Health Center Brenda Briegel
Ms. Briegel said that there are no changes and they still have a part time position open for an MA for the Stratton clinic.
- g. CEO Report Kelly Duke
 - o Conversation on the cancer program, Dr. Hoyer, the pharmacist, our hood and more were discussed.
 - o HBO project discussion

- **Executive Session:**

A MOTION was made by Mr. Mitchek to enter into executive session 24-6-402(4)(c) Confidential matters pursuant to state or federal law and it was seconded by Mr. Ingram. 22:23

A MOTION was made by Mr. McDaniel to come out of executive session and seconded by Mr. Pfaffly. 22:54

Summary: Discussed Golden Wheat Award winners – decision to be made at April Lunch & Learn on April 11th. Discussed credentialing. Mr. Ingram and Mr. Swick are doing amazing as the sub-committee. Chart sent to Med Staff.

- **A MOTION** was made by Mr. McDaniel to enter into executive session 24-6-402(4)(f) Personnel matters and was seconded by Mr. Ingram. 22:54

A MOTION was made by Mr. Ingram to come out of executive session and was seconded by Ms. Miltenberger. 23:45

Summary: Discussed manager position in nursing.

XII A MOTION was made to adjourn by Mr. McDaniel and seconded by Mr. Ingram. 23:50

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Respectfully submitted by:

Ms. Mann, Executive Administrative Assistant/PR

Kylee Miltenberger 4-24-19
Ms. Kylee Miltenberger, Board Secretary Date