

**Campbell County Health Board of Trustees**  
Regular Board Meeting – CCH 5<sup>th</sup> Floor Classroom  
June 22, 2023  
5:00 PM

**Members present:**

Alan Stuber, Chair	Randy Hite, Treasurer	John Mansell, MD, Trustee
Sara Hartsaw, Vice Chair	Mark Hoskinson, Trustee	Bill Rice, Trustee
Tom Murphy, Secretary		

**Also present:**

Matt Shahan, CEO	Dawn Hodges, VP of HR
Jerry Klein, COO	Brandi Miller, Executive Assistant
Natalie Tucker, CNO	Breeann Richardson, Marketing Director
Robert Neuwirth, MD, COS	Norberto Orellana, Community Relations
Tom Lubnau, CCH Attorney	Tanya Allee, Patient Experience
Adam Popp, CFO	Jon Hayden, MD
Matt Sabus, VP of IT	

**Pledge of Allegiance**

**Call to Order** – Chairman Stuber, called the meeting to order at 5:00 p.m.

**Mission Statement** – Vice Chair Hartsaw read Campbell County Health's Mission Statement.

**Vision Statement** – Chairman Stuber read Campbell County Health's Vision Statement.

**Roll Call** - Brandi Miller called the roll, all members present.

**Approval of Agenda**

**TRUSTEE MURPHY MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE RICE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**Consent Agenda**

**TRUSTEE HITE MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. TRUSTEE HARTSAW SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

The following items were approved as part of the Consent Agenda:

Approval of Minutes – 5/25/23 Regular Meeting

Finance Committee Minutes – 6/19/2023

Policy – Code of Conduct

**Recognitions and Presentations** – The Board recognized Chelsea Jenner, Physical Therapist/Clinical Supervisor, who recently received the Bee Award. The Board also recognized everyone involved in the county-wide crisis drill last week.

**PUBLIC QUESTIONS OR COMMENTS** – No comments shared.

**DISCUSSION ITEMS**

**Strategic Plan Updates** – The strategic plan committee will meet in early August to review the Strategic Plan progress. Goals are being built into the management system so progress can be tied to leader evaluations.

**Budget Updates** – Prior to CFO, Adam Popp's arrival Executive Leadership help preliminary budget meetings. Last week meetings were held with department leaders, their executive, and CFO Adam Popp. Follow-up meetings are being held with departments that were asked to gather additional information. A public hearing will be scheduled in July.

Members of the Board shared concerns about not receiving financial information for WREMS, Legacy, and permas for new service lines/department changes and progress reports for APW.

- Meetings have been scheduled with Bruce Odenthal. Matt Shahan has the Vivage budget (in Vivage format) and it will be added to the Board portal for review.
- Trustee Murphy, WREMS representative, reported that financially WREMS is performing well, and monthly financials will be added to the Board finance committee portal for review.

Chair Stuber recommended that trustees reach out to committee representatives when they have questions. The Board agreed that Board committee minutes will be sent to Chair Stuber for review and redaction (to avoid conflicts of interest) and then posted on the Board portal.

### **ACTION ITEMS**

Capital Budget Policy Approval – Current policy states that capital budget spend is tied to the previous year EBIDA. Chief Financial Officer, Adam Popp, requested the Board allow edits to be made to the current policy. The revised policy will be discussed at Finance Committee then brought to the Board for approval.

**TRUSTEE HARTSAW MOVED THAT REVISIONS BE MADE TO THE CAPITAL BUDGET POLICY THEN PRESENTED TO THE FINANCE COMMITTEE FOR REVIEW FOLLOWED BY BOARD REVIEW AND APPROVAL. TRUSTEE MANSELL SECONDED. MOTION CARRIED UNANIMOUSLY.**

Financial Assistance Policy Approval – A document was provided that highlighted changes to the Financial Assistance policy and Collection policy. Both policies are Finance Department policies and are not typically presented to the Board for approval however, to it was determined that the changes to both policies be presented to the Board to highlight process changes.

**TRUSTEE MANSELL MOVED TO APPROVE THE FINANCIAL ASSISTANCE POLICY AS PRESENTED. TRUSTEE HOSKINSON SECONDED. MOTION CARRIED UNANIMOUSLY.**

### Collection Policy Approval

**TRUSTEE HOSKINSON MOVED TO APPROVE THE COLLECTION POLICY AS PRESENTED. TRUSTEE MURPHY SECONDED. MOTION CARRIED UNANIMOUSLY.**

### Capital Request – Hamilton C6 Ventilator with Humidifier

The current Servo-1 ventilators are end of life and replacement parts are becoming obsolete. Currently three of the six ventilators are down waiting on replacement parts. Patient safety has become an issue.

**TRUSTEE HARTSAW MOVED TO APPROVE THE HAMILTON C6 VENTILATOR WITH HUMIDIFIER IN THE AMOUNT OF \$46,676.19 AS PRESENTED. TRUSTEE MURPHY SECONDED. MOTION CARRIED UNANIMOUSLY.**

Finance Report Out and Approval – May financials were reviewed. May 2023 bad debt and charity totaled \$2,456,094.27.

**TRUSTEE HOSKINSON MOVED TO APPROVE THE MAY BAD DEBT AND CHARITY CARE IN THE AMOUNT OF \$2,456,094.27. TRUSTEE MANSELL SECONDED. MOTION CARRIED UNANIMOUSLY.**

### Financial Discussion –

Financials were reviewed. Patient Days-Acute, X-Rays, surgeries, ER visits, Legacy admissions and resident days were up for the month. The Outpatient MRI is still being repaired, expected to be

operational in August. Rehab Services, Pharmacy, and Lab information will be added for review at the Board meeting.

Days cash on hand is 138 days. Operating income for May is (\$464K) and month ending revenue and gains in excess of expenses was \$1.2M. March 2023 total patient revenue was \$34M. Salaries/Benefits is 50.8% of net revenue and 59.2% of the operating revenue.

**TRUSTEE HARTSAW MOVED TO APPROVE THE MAY FINANCIALS AS PRESENTED. TRUSTEE MANSELL SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

Chairmans Report – No report.

Chief of Staff Report – No report.

CMO Report – No report.

UCH Update – Diane Jackson provided UCH updates:

UCHealth Specific:

- MCR New Tower construction – to begin late August
- Parkview Medical Center in Pueblo joining UCHealth as of July 1.
- Visitor Management System rollout ongoing, PVH/MCR/GH will go live in July to seek identification and badging for inpatient and ED visitors
- **SAFE Training for workplace violence prevention**  
UCHealth continues efforts to help prevent workplace violence with the launch of SAFE training practices. SAFE stands for stop, assess, familiarize and enlist.

CCH Projects:

- Continued work on EPIC
- Strategic Planning: CCH Strategic Plan Work Proposal 07/21/2023

CEO – Matt Shahan reported that Family Practice providers continue to be a focus for recruitment. Changes to the Org Chart were shared with the Board and the Org Chart will be added to the portal for informational purposes. The Wright Clinic open house is scheduled for June 28.

### **EXECUTIVE SESSION**

The regular meeting recessed at 6:53 PM to enter Executive Session.

**TRUSTEE HARTSAW MOVED TO ENTER INTO EXECUTIVE SESSION AT 6:48 PM TO DISCUSS RETENTION OF A PROFESSIONAL PERSON, REAL ESTATE, PERSONNEL MATTERS, CLASSIFIED CONFIDENTIAL ATTORNEY CLIENT PRIVILEGED MATTERS LITIGATION AND OTHER MATTERS AS CLASSIFIED CONFIDENTIAL BY LAW. TRUSTEE MURPHY SECONDED THE MOTION.**

**Discussion:** Executive session motions need to include only the approved categories being discussed rather than the complete list of approved categories. If executive session discussion requires other approved categories to be discussed that were not included in the original motion the Board is required to move out of executive session and make a new executive session motion in open session including the category.

**Vote: FOUR YAYS, TWO NAYS. MOTION CARRIED. RE-VOTE WAS CALLED FOR, SEVEN NAYS, MOTION FAILED.**

**TRUSTEE HARTSAW MADE A MOTION TO ENTER INTO EXECUTIVE SESSION TO DISCUSS QUALITY MANAGEMENT INFORMATION, CONTRACTS, LITIGATION AND POTENTIAL LITIGATION AT 6:53 PM. TRUSTEE HOSKINSON SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**TRUSTEE HOSKINSON MOVED TO COME OUT OF EXECUTIVE SESSION AT 8:24 PM. TRUSTEE HARTSAW SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

Returned to Open Session at 8:24 PM.

**ACTION ITEMS**

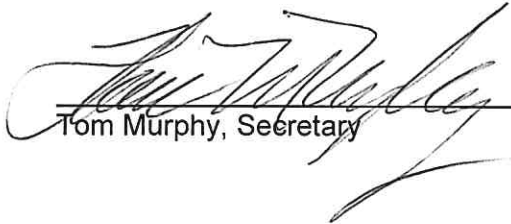
Medical Staff Appointment Approval

**TRUSTEE HARTSAW MOVED TO APPROVE THE MEDICAL STAFF APPOINTMENTS AS PRESENTED. TRUSTEE MANSELL SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**ADJOURNMENT**

**TRUSTEE HITE MOVED TO ADJOURN AT 8:25 PM. TRUSTEE MURPHY SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

The meeting adjourned at 8:25 PM. The next meeting is scheduled for July 20, 2023.

  
Tom Murphy, Secretary

  
Brandi Miller, Recorder