

**MONTROSE MEMORIAL HOSPITAL
BOARD OF TRUSTEES
FEBRUARY 6, 2017
REGULAR MEETING MINUTES**

The regular meeting of the Board of Trustees of Montrose Memorial Hospital was held **Monday, February 6, 2017**, at 2:30 p.m. in the Montrose County Board Room, located at 161 S. Townsend Ave, Montrose, CO, 81401.

Call to Order: The regular meeting was called to order at 2:35 p.m. by President Mark Rackay.

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| Roll call: | Mark Rackay, President | - Present |
| | Mark Young, Vice President | - Present (via phone) |
| | Pete Klingsmith, Secretary /Treasurer | - Present |
| | George Glasier, Trustee | - Present (via phone) |
| | Tony Lobato, Trustee | - Present |
| | Tim Tinaza, Trustee | - Present |
| | Joe Saunders, Trustee | - Present |

Quorum present.

Also present: Teresa Williams, County Attorney
Roger Rash, County Commissioner (arrived during Financial Report)
Allison Mason, Secretary

Pledge of Allegiance

1.0 Public Comments: None

2.0 Commissioners Comments: None

3.0 MMHI Board of Directors Report: No Board of Directors from MMHI present.

4.0 Consent Agenda:

Approval of Meeting Minutes (4.01) - Minutes presented: January 10 – Regular
January 10 – Special

Trustee Joe Saunders moved to accept the minutes as presented; motion was seconded by Tim Tinaza. All in favor; none opposed; motion carried.

5.0 Compliance Report(s):

Hospital Inspections (5.01) – President Mark Rackay stated that he had not seen the care flight helicopter on top of Montrose Memorial Hospital lately. Vice President Mark Young explained that the helicopter is owned by St. Mary's and has been extremely busy through the winter, as it operates in the larger region. He estimated that it runs around twenty flights a month. In addition, it may have been moved to a hangar at the airport because of inclement weather. Trustees Tim Tinaza and Joe Saunders toured radiology; also interviewed Andrew Beard, a veteran and full-time nurse who volunteers his time to connect with veterans who visit the hospital and direct them to helpful resources in Montrose. Vice President Mark Young went to radiology separately; commented that he was impressed with the service and the people he experienced, as well as the new MRI machine. However he did have trouble finding parking; other trustees

agreed that this is becoming a problem. Mark Young also referred to a conversation he had with...[phone connection lost] about the future possibility of the hospital conducting a cost/benefit analysis of constructing a new facility in a different location a little farther out of town to better accommodate the helicopter. He and Mark Rackay agreed that plans of that nature would have to wait until the current litigation is over.

Semi-Annual report – President Mark Rackay mentioned that copies of the semi-annual report to the Board of County Commissioners would be printed and available in the office for the trustees, and that Secretary/Treasurer Pete Klingsmith would review the financial portion and give a report at the March 6 regular meeting.

Digitizing records – Vice President Mark Young requested a digital version of the semi-annual report; also stated the need for digitizing all of the files in the trustees’ possession- especially the mediation documents. Secretary Allison Mason agreed to complete that process.

Annual letter/Budget proposal (5.02) – Trustee Tony Lobato referred to the proposed budget regarding HVAC; the total amount approved for HVAC was over \$1 million. He questioned why that amount is so high and where it will be spent. Tony Lobato also mentioned that the number of ER visits have increased yearly by between 1,000 and 1,300 since 2013, yet the forecasted number for 2017 is only 405 more than in 2016; he wondered why the forecast is that low. Trustee Joe Saunders mentioned that it might be because of new local urgent care centers around town. President Mark Rackay stated that next year less jail visits will go through ER. ER doctors have complained to Alan Miller, jail administrator, about the high number of inmates who visit ER with no serious cause. In the month of December there were 138 visits like this. This will partially account for the lower projected number. As a side note, Trustee Joe Saunders added that the hospital will be using the new rec center for therapy and rehab.

Notification requirement (5.03) – President Mark Rackay mentioned new CFO, Larry Dupper.

6.0. New Items:

Evaluation [6.01]– President Mark Rackay requested that all the trustees send him an email with contributions to Allison’s six- month evaluation before the March 6 meeting.

21st Annual Trustee Symposium [6.02] – President Mark Rackay mentioned the symposium June 7-9 for trustees who want to attend.

7.0 Old Items: No old items.

8.0 Financial Report: Secretary/Treasurer Pete Klingsmith cleared up an issue regarding legal fees paid to Hale Westfall, LLP. Trustee Tony Lobato had raised a question before the meeting about the amounts paid, but the question was resolved according to the billing statements from Hale Westfall (*see end of this section). Tony Lobato then questioned why rent payments for 2016 from MMHI totaled \$33,000 instead of \$36,000. Secretary Allison Mason explained that November’s rent had not been deposited until January of 2017, by mistake (but was recorded on the spreadsheet). January’s rent will show \$6,000 instead of \$3,000 because of November’s rent and the current month’s rent. The trustees then wondered why the spreadsheet showed no rent for February 2016; it was determined that the rent amount shown in January was for February’s rent, and the rent shown in March was for March’s rent, leaving no amount in February. Rent is usually paid a month in advance. Trustee Tony Lobato requested copies of all checks and invoices in the future in order to be able to approve all expenses having full information; President Mark Rackay agreed. Tony Lobato also asked that income be itemized, instead of being grouped together it together as “other income”. Secretary/Treasurer Pete Klingsmith stated that he is working with Secretary Allison Mason on a better format for the financials- still a work in progress. He then presented the year-end report. Rent collected was \$33,000; income was \$249,329.56 with an adjustment of \$436.97 for refunds. Total income was \$282,766.53. Expenditures totaled \$281,081.42, with \$252,021.54 in legal fees, \$13,342.13 payroll, \$7,621.76 in travel and training expenses, \$3,616.97 in taxes, \$1,769.88 in rent payments to Montrose County, \$1,698.32 in supplies, \$469 in workers compensation, \$127.82 for Uber conferencing, and \$414 for one cashier’s check for \$359 and \$55 for bank service charges. End of year balance

was \$39,654.78. Pete Klingsmith pointed out that the trustees spent everything they brought in, within about \$1,500, which is right where they should be. He referenced the notes to the report, explaining the beginning balance discrepancy with the balance shown on the spreadsheet; check #s 1022 and 1035 were then outstanding. Also check# 1120, payment to Hale Westfall, LLP was voided since the wire transfer of \$60,041. 80 on December 29 covered the amount on the check (*answers Tony Lobato's question- above). Secretary/Treasurer Pete Klingsmith proceeded to present the monthly report for January. Momentary confusion about which payments have been received; Secretary Allison Mason opened the deposit records and confirmed that December, January, and February rents have all been received. President Mark Rackay asked that deposit records be included in the monthly reports in the future. He also asked that expenditures for the coming month be included on the financial report in the future, so all trustees can review then before voting to pay the bills. President Mark Rackay then listed the bills proposed for February, since they had not been included on the report.

Motion to accept the year-end financial report made by Trustee Tim Tinaza and seconded by Trustee Joe Saunders. Motion to accept the January monthly report and pay the bills made by Trustee Joe Saunders and seconded by Trustee Tim Tinaza. All in favor; none opposed. Motion carried.

9.0 Adjournment: Motion to adjourn was made by Trustee Tim Tinaza; seconded by Trustee Joe Saunders. All in favor; none opposed. Motion carried. Meeting was adjourned at 3:16 p.m.

Mark Rackay
President

Pete Klingsmith
Secretary/Treasurer