

## Board of Directors

Date: May 23, 2022

Members Present:  Eileen Yarborough/Chairman,  Kendra Brown/Vice Chairman  Chase Elkins/Secretary  Stacey Dimitt, M.D./Chief of Staff  Robert Windhorst/Board Member  
 Kevin Branum/Board Member  Ron Ortiz/ Board Member  Joan Gilmore /Board Member  Stephanie Rivard /Board Member,

Others present:  Thomas Whelan/CEO  Jim Hermes/ CFO  Maria Atencio/co-CNO  Glenna Losito/co-CNO  Christopher Harris/ HR Director  Ambrosia Mandagaran/Director of Risk and Quality  Cynthia Tena/Director of Marketing /  Lorraine Chavez /Compliance Director  Nydia Sanchez / Marketing Assistant  
 Eric Jones/QHR

Additional Attendees:  Lauren Bline/QHR

Recorder: Amanda Jim / Administrative Assistant

Called to order: 1746

Time adjourned:

Location: Community Room via WebEx

| AGENDA ITEM   | DISCUSSION/FINDINGS  | CONCLUSIONS/RECOMM.   | ACTION/FOLLOWUP/RESP. PARTY |
|---|--|---|-----------------------------|
| <b><u>Call to Order</u></b>                                 | The meeting was called to order by Eileen Yarborough   |   | Nothing further.            |
| <b><u>Roll Call</u></b>                                     | Eileen Yarborough called roll.   | Kendra Brown, Chase Elkins, and Ron Ortiz were not present.   | Nothing further.            |
| <b><u>Prayer</u></b>  | A prayer was given by Thomas Whelan  |   |                             |
| <b><u>Recognition of Additional Attendees</u></b>           |  |   | Nothing further.            |
| <b><u>Citizens to Address the Board</u></b>                 |  |   | None present.               |
| <b><u>Agenda</u></b><br><br><b><u>Committee Reports</u></b> | <ul style="list-style-type: none"> <li>a. Agenda presented for April 25, 2022</li> <li>b. Meeting minutes presented for approval:                             <ul style="list-style-type: none"> <li>i. Board Meeting: March 28, 2022</li> </ul> </li> <li>i. Scholarship/HR Report</li> <li>ii. Finance/CFO Report</li> </ul><br><ul style="list-style-type: none"> <li>i. Chris Harris reported</li> </ul> | Motion to amend Agenda made by Joan Gilmore, Seconded by Robert Windhorst. <ul style="list-style-type: none"> <li>a. Motion Carried by way of acclamation, all in agreement.</li> <li>b. Motion to approve minutes as presented was made by Dr. Stacey Dimitt, Seconded by Stephanie Rivard. Motion carries by way of acclamation, all in agreement.</li> </ul> |                             |

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|             | <p>ii. Jim Hermes verbally advised the board with details from the Finance Committee:</p> <p>Charges were \$6.8m. This is \$227k per calendar day, \$9k &lt; PYTD average revenue per calendar day \$235k.</p> <p>Combined revenue decline for OB and Surgery total \$480k in April</p> <p>OB physician fees and hospital generated revenues dropped from a PYTD \$426k per month to \$195k in April</p> <p>OR grew to 80 cases up from 67 in March its revenue dropped \$250k due to fewer complicated surgeries</p> <p>Net Revenue</p> <p>Net revenue of \$4.2m exceeded budget by \$700k. YTD we are \$800k above budget and \$4.6m better than prior year</p> <p>In April we recognized \$200k TAP payments communicated by NM and a decreased legacy AR write-down of \$100k</p> <p>Medicare net revenue as a % of charges increased 2 percentage points due to cost to charges increases for \$250k</p> <p>Operating Expenses</p> <p>Operating costs of \$3.7m, \$350k above budget. All is related to contract labor</p> <p>KUDOS for plant ops -\$831k repairs and maintenance costs for the 10 months ended 4/30 are \$400k below budget:<br/>2019 \$1.224m, 2020 \$1.050m, 2021 \$1.007m.<br/>Cumulative savings vs 2019 base over 3 years = \$851k</p> <p>Non-Operating Revenue</p> <p>No unusual activity</p> <p>Accounts Receivable and Cash Update</p> <p>63 AR days down 3 from 3/31 on \$3.6m patient cash collections (2 months in a row!)</p> <p>Medhost and ECW balances are \$92k, down from</p> |                     |                             |

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|             | <p>\$202k in March. (\$60k was collected April and \$57k MTD May)</p> <p>Days cash on hand remained at 160 on strong collections and net working capital improved by \$400k.</p> |                     |                             |

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|                          |   |                     |                             |
| <b><u>CNO Report</u></b> | <p>Maria reported:<br/> Staffing:<br/> Good news! We have hired 2 newer grads and 1 experienced nurse to our roster. The new grads are orienting on MS and the experienced nurse is training in the ED. This will help us alleviate 2 contract positions. We were also able to negotiate a couple of our contract rates down with the companies which also will be a cost savings.</p> <p>Education:<br/> In conjunction with all the celebration of Nurses week and Hospital week we had a very successful Clinical Carnival. We spent 2 days doing low volume high risk competencies along with necessary annual competencies with our clinical staff. A lot of work but a great way to get those competencies completed. On May 26th &amp; May 27th there will be a TNCC (Trauma Nurse Core Course) for some of our staff.</p> <p>Emergency Department:<br/> ED volumes for April were 1151. We are averaging 43 patients/ day which if this rate continues will put us close to 1300/month. In an effort to support our ED staff we have requested and have been granted another FTE for day shift and will be supporting the night shift with an ED technician. LWBS (Left without being seen) increased slightly to 3.2 %. Patient overall satisfaction scores were at 80% in March.</p> <p>OR/PACU<br/> We did 77 procedures in April .OR inventory is completed and hopefully we will have Cerner working for us for a change. We look forward to the addition of a part time PACU nurse and a full time OR/PACU nurse starting in June. In the meantime the team is holding it together.</p> <p>Obstetrics<br/> In April we had 13 deliveries. We continue cross training staff to fill the need. WE are investigating</p> |                     | No further discussion.      |

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|                   | <p>different ideas to educate our OB staff.</p> <p>Infection Control<br/>Our infection control Nurse is attending APIC training this week. This next schedule he will be able to spend more time in his new role. We hope to catch up all of our NHSN data. Moving forward!</p> <p>Cardiopulmonary<br/>Along with the high volume being seen in the Emergency Department, cardiopulmonary, lab and rad are all seeing increased numbers in the outpatient setting.</p> <p>Social Services<br/>Social Services remains busy with 30 consult referrals in April in the hospital setting. At the clinic, the behavioural health program has launched the counselling program. Patients are now able to receive medication management and supportive counselling in an out-patient setting with motivated and consistent providers. We are excited for the new service line and continue to work through expected challenges when a new program is being introduced.</p> <p>Pharmacy<br/>Our full time pharmacist is up and running and able to support our Pharmacy Director. He comes with experience in both large hospital and Critical Access Hospitals and is adapting well. They continue to battle the medication shortages.</p> <p>Dietary<br/>Since we have opened our front doors, the dietary department is seeing an increased number of visitors eating in our facility. They all know where to get a good meal.</p> |                     |                             |
| <b>CEO Report</b> | <p>Thomas Whelan reported General Surgeon candidate, Dr. Colton and daughter will come for a visit. Primary Care interviews are taking place. Family Medicine candidates are hard to find around the country. Dr. Sara Thorp will begin on May 24<sup>th</sup>. She currently made an offer on a house in Grants. An offer was made to HIM candidate, Ernest Leslie. He has accepted the position. HIM Interim, Linda Bugdanowitz has made a great impact in the medical records and business office department. IT Manager is scheduled to start next month.</p> <p>A Professional Committee meeting will take place</p>  |                     |                             |

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|                                    | next month to vet the provider in a more detailed process.   |                     |  |
| <b><u>Medical Staff Report</u></b> | Dr. Stacey Dimitt reported Med Staff will present a few for credentialing. Peer reviews have been reviewed and are current.  |                     |  |
| <b><u>QHR Report</u></b>           | Eric Jones and Lauren Bline presented the QHR Value and Opportunity report for 2021.   |                     |  |
| <b><u>Executive Session</u></b>    | <p>Motion to move to Executive Session made by Joan Gilmore, Seconded by Dr. Stacey Dimitt<br/> Motion Carried by way of acclamation, all in agreement.</p> <p>Executive session begins at 1852 to discuss:</p> <ol style="list-style-type: none"> <li>a. Risk Management</li> <li>b. Strategy</li> <li>c. CHNA Plan</li> <li>d. Medical Credentialing</li> <li>e. Vision Statement</li> </ol> |                     | <p>Motion to return to Open session made by Kevin Branum, Seconded by Stephanie Rivard<br/> Motion Carried by way of acclamation, all in agreement.</p> <p>Open session begins at 1911</p> |

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| <u>Old Business</u> |                     |                     | Nothing further.            |

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| <p><b><u>New Business/Action Taken:</u></b></p> | <ul style="list-style-type: none"> <li>a. QHR Collection Service contract is being revised</li> <li>b. Community Health Needs Assessment 2022 Plan</li> <li>c. Vision Statement</li> <li>d. Motion to approve Active Medical Staff Re-appointment for Dr. Victoria Garcia, medical professionals MEC recommends to move forward presented in Executive Session.</li> <li>e. Motion to approve Active Medical Staff Re-appointment for Dr. John Kim, medical professionals MEC recommends to move forward presented in Executive Session.</li> <li>f. Motion to approve Allied Health Profession Staff Reappointment, Social Services, Reyna Castelleno, medical professionals MEC recommends to move forward presented in Executive Session.</li> </ul> |                     | <ul style="list-style-type: none"> <li>a. Nothing Further</li> <li>b. Motion to approve Community Health Needs Assessment 2022 Plan by Stephanie Rivard, Seconded by Joan Gilmore. Motion Carried by way of acclamation, all in agreement</li> <li>c. Motion to approve the revised Vision Statement as proposed by Joan Gilmore, Seconded by Robert Windhorst. Motion Carried by way of acclamation, all in agreement</li> <li>d. Motion to approve Active Medical Staff Re-appointment for Dr. Victoria Garcia by Kevin Branum, Seconded by Stephanie Rivard. Motion Carried by way of acclamation, all in agreement</li> <li>e. Motion to approve Active Medical Staff Re-appointment for Dr. John Kim by Kevin Branum, Seconded by Stephanie Rivard. Motion Carried by way of acclamation, all in agreement</li> <li>f. Motion to approve Allied Health Profession Staff Reappointment, Social Services, Reyna Castelleno, by Kevin Branum, Seconded by Stephanie Rivard.</li> </ul> |

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|--|--|------------------------|---|
|  |  |                        | Motion Carried by way of acclamation, all in agreement                                    |
| <b><u>Announcements/ Reminders</u></b> |  |                        |   |
| <b><u>Executive Session II</u></b>     | <p>Motion to move to Executive Session made by Robert Windhorst, Seconded by Stephanie Rivard<br/> Motion Carried by way of acclamation, all in agreement.</p> <p>Executive session begins at 1940 to discuss:</p> |                        |   |
| <b><u>Adjournment:</u></b>             | Meeting adjourned by Board Member Eileen Rivard  | Meeting adjourned 2039 | The Board of Directors will meet next on Monday, June 27, 2022 at 1730 in the Board Room. |

CHAIRPERSON APPROVAL SIGNATURE \_\_\_\_\_