

**MONTROSE MEMORIAL HOSPITAL  
BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
DECEMBER 2, 2019**

The regular meeting of the Board of Trustees of Montrose Memorial Hospital was held Monday, December 2, 2019 at 1:00 p.m. in the Montrose County Board Room, located at 161 S. Townsend Ave, Montrose, CO, 81401.

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**Call to Order.** The regular meeting was called to order at 1:00 p.m. by Vice President Joe Saunders.

Roll call:	Joe Saunders, Vice President	- Present
	Phil Booker, Secretary/Treasurer	- Present
	Sheena Yehling, Trustee	- Present
	Michelle Haynes, Trustee	- Present
	Daniel Lambert, Trustee	- Excused
	Alexander (Zander) Parker, Trustee	- Absent

**Quorum present.**

Also present: Assistant County Attorney Julie Andress  
Allison Mason, Assistant Secretary

**Pledge of Allegiance**

**1.0 Public Comments:** None.

**2.0 Commissioner Comments:** None.

**3.0 MMHI Board of Directors Report:**

**(3.01) MMHI Finance report** – Secretary/Treasurer Phil Booker presented the MMHI finance report. In October there was a take-back from Rocky Mountain Healthcare for payments spanning from June 2017 to present. Rocky Mountain Healthcare claims that \$715,000 was improperly billed. MMH removed that amount from the budget but is investigating the take-back. Total operating revenue was \$10,800,000. Operating expenses were \$10,600,000. Total operating income \$230,000. Interest income was \$67,000. Unrealized gain was \$11,000. Related entities income was \$136,000. Total non-operating income was just over \$6,000. Total revenue was \$450,000. Total revenue for the year was almost \$7.4 million. Cash on hand went down from 148 to 146 days because daily expenses increased.

Trustee Michelle Haynes asked what the hospital plans to do with the \$5 million profit and wondered if it was excessive. Booker said the operating profit was within a good range, which is around 5%, and is not excessive considering that most of it will be used for necessary capital expenditures.

**4.0 Consent Agenda:**

**Approval of Meeting Minutes (4.01)** - Minutes presented: *November 4, 2019 Regular*

Trustee Michelle Haynes moved to approve the agenda and accept the minutes as presented. Trustee Sheena Yehling seconded. All in favor; none opposed. **Motion carried.**

**5.0 Compliance Report(s):**

**(5.01) Hospital inspections** – Trustees Zander Parker and Michelle Haynes toured the cardiac rehab facility November 13. Cardiopulmonary sees around 25 patients a day. Rehab reduces the chance of a recurring cardiac episode by 40%. One portion of the building is for rehab, and another portion for private services that go beyond rehab (insurance does not cover these). The facility is considering replacing its skylights.

Trustees Sheena Yehling and Daniel Lambert toured the medical records department November 27. Yehling was impressed with the complexity of the system. There are 3 staff members just for medical imaging. All images must be saved in multiple formats so they can be accessed easily. Five more staff members handle retention. Epic will be

implemented in September 2020. Epic will immediately send doctors' notes wherever they need to go and autocorrect for common errors.

**6.0. New Items:**

**(6.02) – MMH 3<sup>rd</sup> quarter ratio report** – The board reviewed the ratios. All met lease requirements.


**(6.03) – 2020 MMH budget** – The board reviewed the budget. Epic (the new health records system) will mean a capital expenditure of \$6.5 million and another \$4.5 million in operating expenses. There will be some transition costs since MMH will have to run both Epic and the old system for a while. The operational margin projection for 2020 is 2% because of Epic implementation. Capital expenditures in 2015 were \$3.5 million and projection for 2020 is \$8.6 million. MMH is budgeting an operating income of \$2.6 million and total income of \$4.8 million. MMH has a committee to prioritize funding requests in case of unexpected expenditures. There was a question about the 5% decrease in 2017. This was due to an Equal Employment Opportunity settlement of \$500,000 and a large Medicare/Medicaid take-back from 2014. Trustee Michelle Haynes moved to accept the MMH 2020 budget without objection, along with the 3<sup>rd</sup> quarter ratio report. Secretary-Treasurer Phil Booker seconded. All in favor; none opposed. **Motion carried.**


**(6.04) – MMHI funding requests**– The board received a funding request from MMHI with several itemized expenses. Assistant County Attorney Julie Andress advised the board to decide upon a threshold minimum to keep in reserves. There was some discussion of what the threshold minimum in reserves should be and how many of the requests to fund. Yehling moved to table the item until the next meeting. Trustee Michelle Haynes seconded. All in favor; none opposed. **Motion carried.**

**7.0 Old Items:** None.

**8.0 Financial Report:** November's beginning balance was \$168,837.71. Expenditures in November included a payroll expense of \$650.14, a Pinnacol premium of \$444, Montrose County rent for \$147.49, and some office expenses. Total expenditures were \$1,259.88. Income was \$5,000 from HOLA for December rent. Available funding November 30 was \$172,577.83. Trustee Sheena Yehling moved to approve the financial report and pay the bills; Vice President Joe Saunders seconded. All in favor; none opposed. **Motion carried.**

**9.0 Adjournment:** Trustee Sheena Yehling moved to adjourn the meeting; Secretary-Treasurer Phil Booker seconded. All in favor; none opposed. Meeting adjourned at 1:35 p.m.

  
Joe Saunders  
Vice President

  
Phil Booker  
Secretary/Treasurer

