

**MINUTES OF THE HOSPITAL DISTRICT NUMBER ONE OF MOHAVE COUNTY
NOVEMBER 7, 2023 – H.I. JOHNSON BOARD ROOM
KINGMAN REGIONAL MEDICAL CENTER**

PRESENT: Mrs. Penny Holden, Chairman Mr. Dave French, Vice Chairman
Mrs. Libby Mathiesen Mr. Dan Valentine

ABSENT: Ms. Carol Newmyer

GUESTS: Mr. Jim Baker, KHI Vice Chairman Mr. Heath Evans, KRMC CEO
Mr. Joshua Hoffman, KRMC CFO Mr. Barry Moore, KRMC Controller
Mr. Kevin Keener, KRMC Finance Dir. Mr. Allen Posten, VP Public
Mr. Chris Bennett, KRMC Website & Relations & Marketing
Digital Marketing Manager

PUBLIC

ATTENDEES: John Holden Carol Pearson
Kathryn Tacheron Bill Franzen

TOPIC	RECOMMENDATION/CONCLUSION	FOLLOW-UP
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CALL TO ORDER

The meeting was called to order at 4:02 p.m. by Chairman, Mrs. Holden

ROLL CALL OF THE HOSPITAL DISTRICT BOARD MEMBERS

Roll call was taken by Mrs. Holden. The following District Board Members were present, and a quorum was identified:

Mrs. Penny Holden, Chairman Mr. Dave French, Vice Chairman
Mrs. Libby Mathiesen Mr. Dan Valentine

CONSIDERATION AND APPROVAL OF MINUTES

ACTION: MINUTES OF THE OCTOBER 3, 2023 REGULAR MEETING WERE REVIEWED. A MOTION WAS MADE BY DAVE FRENCH AND SECONDED BY LIBBY MATHIESEN TO APPROVE THE MINUTES AS WRITTEN. ALL IN FAVOR WITH DAN VALENTINE OPPOSED.

FOLLOW-UP: NO FURTHER ACTION DEEMED NECESSARY.

ACTION: MINUTES OF THE OCTOBER 26, 2023 BYLAWS COMMITTEE WERE REVIEWED. A MOTION WAS MADE BY LIBBY MATHIESEN AND

TOPIC	RECOMMENDATION/CONCLUSION	FOLLOW-UP
	SECONDED BY DAVE FRENCH WERE APPROVED AS WRITTEN. ALL IN FAVOR WITH DAN VALENTINE OPPOSED.	

FOLLOW-UP: NO FURTHER ACTION DEEMED NECESSARY.

~~Following review of the minutes, Mr. Valentine attempted to address the alleged issue with the distribution of the Bylaws Committee agenda. Mrs. Holden halted further discussion of this issue as it was not a current agenda item.~~

FINANCIAL MATTERS AND REPORTS

A. Discussion and Possible Action regarding the Monthly Hospital District Financial Statements and County Treasurer’s Fund Balance Report. Mr. Moore reported that there was a cash increase of \$199, 606 due to rent (\$200,000) minus two invoices paid for \$394.00. Property Plant and Equipment decreased as expected from depreciation. Under Liabilities, the total accounts payable was \$993,100. The Intergovernmental Agreement (IGA) for Graduate Medical Education (GME) accrued for \$976,562, which should be paid in December 2023 or January 2024. The payable balance also includes the \$12,000 in FORVIS audit fees, \$500 in professional fees (Kitty Rohler), \$4538 in legal fees (Gust Rosenfeld PLC). Net income for September was \$189,110 and Fiscal Year to Date through September was \$567,332. The Financial Statement Audit will be presented by the FORVIS auditors at the December 5, 2023 District Board Meeting.

ACTION: A MOTION WAS MADE BY DAVE FRENCH AND SECONDED BY LIBBY MATHIESEN TO APPROVE THE HOSPITAL DISTRICT FINANCIAL STATEMENTS AND COUNTY TREASURER’S FUND BALANCE REPORT AS SUBMITTED. ALL IN FAVOR WITH NO OPPOSITION.

FOLLOW-UP: NO FURTHER ACTION DEEMED NECESSARY.

NEW BUSINESS

A. Discussion and Possible Action regarding Attorney invoice 421579 and invoice 424415 for a total of \$220.00.

ACTION: A MOTION WAS MADE BY DAVE FRENCH AND SECONDED BY LIBBY MATHIESEN TO APPROVE THE ATTORNEY INVOICES TOTALING \$220.00. ALL IN FAVOR WITH DAN VALENTINE OPPOSED.

TOPIC	RECOMMENDATION/CONCLUSION	FOLLOW-UP
FOLLOW-UP:	SECRETARY TO PREPARE CHECK FOR SIGNATURE AND MAIL TO ATTORNEY. COPY OF CHECK AND INVOICE TO BE PROVIDED TO MR. MOORE FOR BUDGET RECONCILLATION AND TOO JOEL WITTRICK, COUNTY TREASURER’S OFFICE FOR FRAUD PROTECTION.	

Mr. Valentine queried as to where copies of emails between the Board Chairman and the attorney were being kept to which Chairman Holden replied in a binder, which can be made available to Board Members. However, since the emails fall under the attorney/client privilege rule the binder or its contents may not be distributed/disclosed to the general public.

B. Discussion and Possible Action for Reimbursement for Secretary’s office supplies of \$107.97.

ACTION: A MOTION WAS MADE BY LIBBY MATHIESEN AND SECONDED BY DAVE FRENCH TO APPROVE THE SECRETARY’S INVOICE OF \$107.97. ALL IN FAVOR WITH DAN VALENTINE OPPOSED.

FOLLOW-UP: SECRETARY TO PREPARE CHECK FOR SIGNATURE. COPY OF CHECK AND INVOICE TO BE PROVIDED TO MR. MOORE FOR BUDGET RECONCILLATION AND TOO JOEL WITTRICK, COUNTY TREASURER’S OFFICE FOR FRAUD PROTECTION.

Mr. Valentine queried as to why invoices for black/color printer ink have come before the board within the last few months, totaling over \$200.00. The secretary responded that once the ink cartridge package is opened and installed into the printer, environmental factors come into play and, therefore, ink dissipates faster when not used.

UNFINISHED BUSINESS

A. Discussion and Possible Action regarding the website/presentation by Allen Poston, KRMC Vice President Public Relations and Marketing. Following previous discussions, the review of two other website company proposals, and the discovery of two existing District Board webpages on the KRMC website, Mr. Poston presented a computer viewing of the District’s updated webpage relative to the latter’s website. Utilization of the updated KRMC associated District webpage would be a more viable economic solution than creating a stand-alone District website. Since KRMC’s website is HIPPA compliant, the District’s webpage would be as well, thus alleviating the need to purchase a separate host website specializing in

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HIPPA requirements in addition to the initial costs/maintenance fees for a stand-alone website. The proposed updated District webpage would meet Open Meeting Law requirements relative to public notice of meeting dates/place/time as well as providing the public with viewing abilities of agendas, approved and/or draft minutes. In addition, there would be an email address for the public inquiries and a link to the Open Meeting Law Handbook. All updates to the District’s webpage would be facilitated by KRMC website and digital marketing staff in accordance with the time frames stipulated within the Open Meeting Laws.

ACTION: **A MOTION WAS MADE BY DAVE FRENCH AND SECONDED BY LIBBLY MATHIESEN TO APPROVE UTILIZATION OF THE CURRENT HOSPITAL DISTRICT WEBPAGE HOUSED AS PART OF THE KRMC WEBSITE. ALL IN FAVOR WITH DAN VALENTINE OPPOSED.**

FOLLOW-UP: **NO FURTHER ACTION DEEMED NECESSARY.**

CALL TO THE PUBLIC

Katie Tacheron stated that the webpage presented and approved by the Board was very professional.

ADJOURNMENT With no further business to discuss, the meeting was adjourned at 4:20 p.m.

Respectfully submitted,

Penny Holden, Chairman

Catherine Furtado, Recording Secretary

Date minutes approved: December 5, 2023