

TITLE: Planning Committee Meeting
DATE/TIME: October 24, 2025 at 7:00 AM
LOCATION: Executive Board Room and via Zoom Meeting

I. CALL TO ORDER

The Planning Committee meeting was called to order by Hoss White at 7:00 a.m.

Board Attendance: Hoss White, David Frisbee, Brad Turpen (CEO)
Staff/Guests: Matt Godfrey- Executive Director of Physician Services, Michael Sokolowski – CFO; Mike Cummings – HR Manager; Kathy Prindle – Executive Director of Clinical Services, Victoria Mendoza- Executive Assistant/Med Staff Coordinator.

ABSENT:

II. AGENDA

A. Consent Agenda – ACTION ITEM

1. Approval of minutes 9/26/2025

Motion: Brad Turpen moved to approve the consent agenda with the minutes as presented. Hoss White seconded the motion. No objections, the motion passed.

B. Strategic Plan

1. FY25 Strategic Plan Final Update

- Invent Tomorrow's Framework – Green
 - The organization is currently in the 90-day contract period with Kane Marketing, and the partnership continues to perform well. During a recent phone system issue while Staci Carr was on PTO, Kane Marketing promptly managed announcements and notifications across the website and social media platforms.
 - The Speed of Trust group for new managers, leads, and supervisors met last month and focused on Organizational and Societal Trust.
 - The GEAR (Guest Experience and Reputation) customer service program has been successful. Approximately 20 part-time and PRN staff still require training and will complete it during upcoming New Employee Orientation sessions.
- Fresh Facilities, Fresh Places – Green
 - Valor Health Center remains on track for its grand opening and ribbon-cutting ceremony scheduled for November 17.
 - Sydney Higgenbotham, ITS Specialist, continues to work diligently on resolving revenue cycle delays related to the Cerner (EHR) location build.
 - Facility renovations are ongoing, including repainting, and the purchase of new furniture and flooring.
 - The 10-Year Master Facility Plan will roll into FY26 as Phase One of priority planning begins.
- Intentional Focus on Those We Serve – Green
 - Continued efforts are underway to strengthen partnerships supporting Value-Based Care.
 - Expansion of telehealth and development of additional service lines remained key priorities for FY25 to ensure community needs are met.
- Operating Excellence – Green
 - Quality Assurance and Quality Improvement Workgroups are meeting regularly and prioritizing improvement initiatives for FY26. Overall progress for FY25 remains positive.
 - Briana Steele, Quality Improvement Specialist, recently completed a Harvard course in Improvement Science and will provide additional support and training to department leaders.

- Absolute Automation has been highly effective in generating revenue cycle and finance reports. Eriko Martian, Controller, and Cam Marlowe, Finance Consultant, are collaborating on new budget reports to enhance financial transparency.
2. FY26 Strategic Plan Update
 - Organizational Framework
 - Brad is working with Margaret Romiti, Emergency Preparedness Coordinator/Grant Writer, to explore grant opportunities related to the Community Health Needs Assessment.
 - LinkedIn recruitment software is being evaluated for implementation this year.
 - The recently launched mentoring program is progressing well. Additional discussions are underway regarding a seniority bonus program and merit-based compensation system.
 - Fresh Facilities
 - Using the 10-Year Master Facility Plan as a guide, focus will shift toward renovating and expanding the Emergency Department (ED) and Operating Room (OR) suites to address current space constraints.
 - Intentional Focus
 - Progress continues for the outpatient dialysis proposal, including investigation of external partnerships to support implementation.
 - Kathy is collaborating with teams to begin setting FY26 Value-Based Care goals.
 - Operational Excellence
 - Brian Churchill, IT Manager, is leading the EHR Selection Committee. Once vendors are fully explored, proposals and discussions will take place prior to scheduling EHR demonstrations.
 - Revenue cycle improvements remain ongoing. Erika Perez, Clinic Manager, and Beth Guest, Business Office Supervisor, are developing standardized workflows related to co-payments, Good Faith Estimates, and registration accuracy. The goal is to create a centralized binder containing tools and training resources to ensure consistency and accuracy across departments.
 3. Valor Vision Statement
 - Executive team revised the previous approved vision statement, “Your trusted healthcare partner for personal, compassionate care.” and are proposing to change it to, “Your trusted partner for personalized, compassionate care.” While healthcare encounters may be limited, overall patient care encompasses the full picture.
 - The Planning Committee agreed to this change and will have it added to the Board agenda as an action item.

Discussion: Hoss will compile a list of FY25 accomplishments and recognized the Executive Team and Valor staff for their exceptional work on new service lines, the opening of Valor Health Center, and the EHR selection process. David also commended Valor Health for its strong collaboration and positive reputation with local school districts.

C. Planning Committee

1. General Discussion
 - Mike reported current turnover of 20%, a significant improvement from the previous year’s 32%.
 - Tenure is currently 4.8 years, which is close to our goal of 5 years.
2. FY25 Planning Committee Dashboard*
 - City/County Leadership Interaction – Green – Brad was able to give the County Commissioners an annual update on Valor Health.
 - Board Performance – Green
 - Facilities Planning – Green
 - Capital Investment Planning – Green – Michael is developing separate reports to

- analyze classification codes for inventory tracking of capital investments.
 - Workforce Planning – Green – Benefits for employees only increased 5.5% compared to other healthcare facilities that increased 10-12%.
 - Valor Strategic Plan – Green
3. Board Goals CY25 Dashboard*
- Presence/Engagement with Valor Health – Green
 - Continuing Education/Meeting Participation – Green
 - Community Engagement – Green
 - Operational oversight – Green
 - Foundation Support – Green
 - Support/Strategic Plan Execution – Green

D. Valor Health Center

1. Steering Committee Update
- Operational planning for the ribbon-cutting ceremony is approximately 90% complete.
 - Grand opening and operational readiness activities are approximately 50% complete.
 - Recent accomplishments include submission of CLIA license applications for both Valor Health Center (VHC) and Valor Health Family Medicine (VHFM), which are required for clinical laboratory testing.
 - Water drainage issues were identified near the building. GUHO is actively reengineering the drainage system to redirect water toward the northwest lot.

E. Master Facility Plan

1. 10- Yr Master Facilities Plan
- Initial phases of the Master Facility Plan were paused pending the Valor Health Center grand opening.
 - Beginning in Q1 FY26, focus will shift to securing adjacent land at the VHC site and developing a financial viability map for Emergency Department and Operating Room expansion over the next two years.

III. Other Business – No other business.

IV. NEW BUSINESS

- a. Executive Session – None

V. ADJOURNMENT

Being no further business, the meeting was adjourned at 8:02 am.