

District Board of Directors Meeting

1/6/2026

Board of Directors (BOD) Meeting

Tuesday, January 6, 2026

Northern Cochise County Hospital District

East Wing Conference Room – 4:00 p.m.

Present:

David Miller, Chairman
Winfield Thomas, Director
Ellen Kauffman, Director
Wendy Conger, Director
Gary Kartchner, CEO

Absent:

Carol Dunagan, Director

Others Present:

James Kraykovich, Executive Director of Finance and Facilities
Robert Clegg, Rural Executive Director of Operations
Michelle Pepin, Executive Assistant

David Miller, Chair, called the meeting to order at 4:03 P.M.

Declaration of Conflict of Interest: David Miller requested that if anyone had conflicts, they be stated. No conflicts were declared.

MINUTES

Members reviewed the October 7, 2025, District Board meeting minutes.

⇒ **Action:** Ellen Kauffman moved to approve the minutes of the October 7, 2025; District Board meeting as presented. Winfield Thomas seconded the motion. The motion passed unanimously.

FINANCIAL REPORT

1. Review and Consider District Financial Statements for the period ending November 30, 2025.

⇒ **Action:** Winfield Thomas moved to approve the financial statements. Ellen Kauffman seconded. The motion passed unanimously.
2. James Kraykovich reported the Funds Balance at the County Treasurer's office Year to Date November 30, 2025, as **\$984,885.82**.
3. Consider Warrant of \$484,855.92.

⇒ **Action:** Ellen Kauffman moved to approve the Warrant. Winfield Thomas seconded. The motion passed unanimously.

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BOARD BUSINESS

1. Designate a Record Officer
 - ⇒ **Action:** Ellen Kauffman moved to designate Michelle Pepin as the Record Officer. Winfield Thomas seconded. The motion passed unanimously.
 - ⇒ **Action:** Ellen Kauffman moved to approve Michelle Pepin as the Record Officer. Winfield Thomas seconded. The motion passed unanimously.
2. Northern Cochise Community Hospital Report – Gary Kartchner, CEO
 - Gary updated the board on the progress of the Front Façade project. Construction will begin on 1/19/2026.
 - Our electronic hospital record system will be moving to EPIC with a projected date of October 2026.

FUTURE MEETING DATES AND ITEMS FOR FUTURE AGENDA

1. Future meeting dates.

- 4/7/2026
- 5/19/2026
- 7/7/2026
- 10/6/2026

ADJOURNMENT

Meeting adjourned at 4:15pm.