

**DOUGLAS, GRANT, LINCOLN & OKANOGAN COUNTIES  
PUBLIC HOSPITAL DISTRICT NO. 6  
November Regular Commissioner Meeting Minutes**

**Date:** November 28, 2016  
**Time:** 6:00 PM  
**Place:** Coulee Medical Center – Education Conference Room  
**Present:** Commissioners: Betty Brueske (via phone call), Geary Oliver, Kris Hare, Clea Pryor, Jerry Kennedy

Also Present: Johnathan Owens, Chief Executive Officer; Chief Clinical Officer, Ramona Hicks; Dr. Andrew Castrodale, Chief of Staff; Melissa Nix, Quality Director; Chris Bjornberg, Bryan McCleary, Director of Engineering; Heather McCleary, Human Resources Manager; Kelly Hughes, Controller; Leha Neilsen, Executive Assistant; Jacob Wagner Reporter/The Star.

**I. Call to Order**

Board of Commissioner's Chair Jerry Kennedy called the meeting to order at 6:20 PM. A quorum was present.

**II. Introductions**

**III. Announcements**

**IV. Mission, Vision, & Values**

**V. Approval of Minutes**

The minutes of the Regular October Commissioner meetings were reviewed. Commissioner Kris Hare moved for approval. The motion was seconded by Commissioner Clea Pryor. Motion carried.

**VI. Administrative Report**

Johnathan gave a brief update on the progress of the pharmacy, he and Kevin both recently spent time with the potential candidate who would run our retail pharmacy. Bryan told the board that we just got some numbers back on the CT building and hopefully we will know by next month when the pharmacy is expected to open. Johnathan also discussed the progress of the daycare, at this point it will be more cost effective to build a new building, rather than fix our current building. This will prolong our timeline to get the daycare open.

**VII. Public Comments**

Jacob Wagner from the star asked if the pharmacy and the daycare are still happening for sure. Johnathan told him we hope to have the pharmacy open in early 2017, and the hope for the daycare is in May or June in 2017.

Betty asked what our relationship with Cancer Care Northwest is, Ramona briefly discussed we have been using telehealth and we have a nurse who has been going through training, so she can better help these patients.

## **VIII. Financial Report**

### **A. Review of October Financial Statements**

Kelly Hughes Interim CFO, reviewed the October Financial Statements. In October 2016, Coulee Medical Center generated \$3,250,709 in total Patient Revenue, which was below budget expectations by \$479,960. Inpatient revenue generated \$804,321 which was just above budget expectations by \$4,963. Outpatient revenues generated \$2,446,388, which was under budget expectations by \$484,923. Operational Expenses were \$2,475,773 which was over budget expectations by \$290,060. CMC ended the month of October with a loss of \$551,264. Kelly went over the monthly statistics: Inpatient days were up at 109 vs 71 in September Swing Bed days were up 376 vs 335 in September. Medicare Swing Bed was up 39 vs 11 in September, surgeries were up 39 vs 37 in September deliveries were slightly up 7 vs 6 in September ER visits were up 330 vs 311 in September, ER admits were down 21 vs 23 in September. Grand Coulee Clinic visits were up 1469 vs 1394 in September Coulee City Clinic visits were up 177 vs 135 in September.

### **B. Approval of Bad-Debt Write-offs – October Resolution No. 963**

Commissioners were provided the bad-debt write-offs of \$36,880.11 for the month of October 2016, which were approved by the Board. Commissioner Clea Pryor moved for approval of bad debt, the motion was seconded by Commissioner Geary Oliver. Motion carried.

### **C. Approval of Warrants – October– Resolution No. 964**

Commissioners were given the lists of Accounts Payable Warrants #10997 through #11132, totaling \$ 1,036,467.95 and Payroll Warrants #63799 through #63812, payroll direct deposits # D78750.1 through #D79171.1 totaling \$696,739.60. Commissioner Clea Pryor moved for approval of warrants, the motion was seconded by Commissioner Geary Oliver. Motion carried.

### **D. Approval of Charity Care– October - Resolution No. 965**

Commissioners were provided the Charity Care cases, which were determined to be in the amount of \$3087.88 for the month of October. Commissioner Clea Pryor moved for approval of Charity Care, the motion was seconded by Geary Oliver. Motion carried.

**IX. Quality Report**

**X. Medical Staff Report**

Ramona Hicks presented an award at the meeting, Sandy Edwards has been awarded an antimicrobial honor roll.

**A. Chief of Staff Report**

Dr. Andrew Castrodale, Chief of Staff, provided the Commissioners with the Chief of Staff report for the month of October. Dr. Castrodale told the board that clinic visits were up for the month. He also told the board that Dr. Myers will be starting December 12<sup>th</sup> and Dr. Nye will be working one weekend a month for us.

**XI. Old Business**

- A. Bryan told commissioners that the active shooter drill went really well, better than expected. They haven't have a meeting to get an actual report made but that will happen in the next few weeks. People were very impressed with how local law enforcement and EMS responded.
- B. Beth discussed the nursing school briefly, she said we are still waiting, but we are hoping to hear soon and start classes in summer quarter.

**XII. New Business**

- A. Credentialing-Commissioner Clea Pryor moved for approval, the motion was seconded by Commissioner Kris Hare. Motion carried.

**B. Resolution 966 – Introducing By-laws**

Commissioners were presented with information on By-laws. Commissioner Geary Oliver moved for approval, the motion was seconded by Commissioner Kris Hare. Motion carried.

**C. Resolution 967 – Introducing Governance By-laws**

Commissioners were presented with information on Governance By-laws. Commissioner Geary Oliver moved for approval, the motion was seconded by Commissioner Kris Hare. Motion carried.

**XIII. Executive Session**

- A. Board Chair Jerry Kennedy closed the regular board meeting at \_\_\_\_ pm for an Executive Session, regarding Personnel – RCW 42.30.110(1)(g), to last for \_\_\_\_\_ minutes. The public was notified that the Executive Session would be extended for \_\_\_\_\_ additional minutes. The Executive Session was closed and the regular meeting was reconvened at \_\_\_\_\_ pm. No action was taken in Executive Session.

**XIV. Next Meeting Dates and Times**

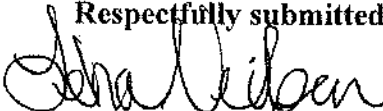
The next Board meeting will be December 27<sup>th</sup> 2016 at 6:00PM

**XV. Adjournment**


There being no further business, a motion was made by Commissioner Geary Oliver to adjourn. The motion was seconded by Commissioner Kris Hare. Motion carried.

Meeting adjourned at 7:50 PM.

Respectfully submitted,

  
Leha Bodeau-Neilsen  
Recorder

Approved by:

  
Geary Oliver  
Secretary, Board of Commissioners