

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

Date: January 25, 2016
Time: 6:00 PM
Place: Coulee Medical Center – Education Conference Room
Present: Commissioners: Jerry Kennedy, Betty Brueske, Geary Oliver

Also Present: Debbie Bigelow, Chief Executive Officer; Dr. Andrew Castrodale, Chief of Staff; Melanie Slatina, Quality Director; Ramona Hicks, Chief Nursing Officer, Bryan McCleary, Director of Engineering; Heather McCleary, Human Resources Manager; Beth Goetz, RN, Rick King, Physical Therapist, Paul Babcock, Chief Financial Officer

I. Call to Order

Board of Commissioner's Chair Jerry Kennedy called the meeting to order at 6:01 PM. A quorum was present.

II. Introductions

There were no introductions.

III. Announcements

There were no announcements.

IV. Mission, Vision, & Values

V. Approval of Minutes

The minutes of the Regular November Commissioner meetings were reviewed. Commissioner Geary Oliver moved for approval of the minutes with no corrections. The motion was seconded by Commissioner Betty Brueske. Motion carried.

VI. Administrative Report

Debbie D. Bigelow, Chief Executive Officer, provided the commissioners with a brief review of the CEO report for the month of December; she highlighted the events, activities, and collaborations that occurred during the month. She stated as of January 1st we are now an Accountable Care Organization (ACO). Ramona Hicks RN, CNO notified the board what our ACO coordinator, Brook Sherwood, RN does, and what she will be doing as we move forward. Debbie notified the board that there will be an ACO meeting on site on February 19th from 11:30 to 12:30 and again from 1- 2:30 for Providers.

Debbie announced that she will not be renewing her contract at the end of the year; she has asked the Commissioners and the recruiting team to start looking for her replacement now so she will be able to help with the transition.

VII. Public Comments

VIII. Financial Report

A. Review of September 2015 Financial Statements

Paul, Chief Financial Officer, discussed December financials with the Board members; he stated that right now they are just preliminary numbers. He does not have the final numbers, but he will at the next Board meeting. He notified the committee that part of the reason for the delay is that the billing department and the HIMS department are short staffed and are way behind in coding.

B. Approval of Warrants – November-December – Resolution No. 919

Commissioners were given the lists of accounts payable warrants #06757 through #07596 totaling \$3,193,886.55 and payroll warrants #63653 through #63682 and payroll direct deposits #D73737.1 through #D74499.1, totaling \$1,306,773.19.

C. Approval of Bad-Debt Write-offs – November-December Resolution No. 920

Commissioners were provided the bad-debt write-offs of \$ 150,075.83 for the month of November and December 2015, which were approved by the board.

C. Approval of Charity Care - November-December - Resolution No. 921

Commissioners were provided the Charity Care cases, which were determined to be in the amount of \$ 11,922.17 for the month of November.

Commissioner Betty Brueske moved for approval of resolutions No. 919, 920, and 921. Motion was seconded by Commissioner Geary Oliver. Motion carried.

IX. Medical Staff Report

A. Chief of Staff Report

Dr. Andrew Castrodale, Chief of Staff, provided the Commissioners with the Chief of Staff report for the month of December. Dr. Castrodale thanked Team CMC for continuing to communicate with all members of the team, and for the continuation of Medical Student programs.

X. Commissioner / Board Committee

Commissioner Jerry Kennedy discussed the committees that all of the commissioners are on, and if any of the commissioners would like to change them at all. The Committees and positions now are: Finance Committee and Compliance Committee is Commissioner Geary Oliver and Clea Pryor; Quality Committee is Commissioners Betty Brueske and Kris Hare; Governance Committee is Commissioners Geary Oliver and Jerry Kennedy; the Personnel Committee is Commissioners Betty Brueske and Jerry Kennedy; and the Guild Liaison is Commissioner Clea Pryor.

Commissioner Geary Oliver moved for approval of keeping the committees as they stand. Motion was seconded by Commissioner Betty Brueske. Motion carried.

Jerry also stated that there should be two board members on the recruiting team to start the search for the new Chief Executive Officer.

Commissioner Betty Brueske moved for approval adding Commissioners Geary Oliver and Jerry Kennedy to the recruiting committee. Motion was seconded by Commissioner Geary Oliver. Motion carried

Commissioner Jerry also stated that the Board members needed to elect a President of the Board and a Secretary.

Commissioner Betty Brueske moved for approval of reelecting Commissioners Geary Oliver as Board Secretary and Jerry Kennedy as Board President. Motion was seconded by Commissioner Geary Oliver. Motion carried

XI. New Business

A. Credentialing

Melanie Slatina, Quality Director; provided the commissioners with credentialing paperwork for 14 re-appointments and 1 new appointment.

Commissioner Geary Oliver moved for approval of the credentialing appointments. Motion was seconded by Commissioner Betty Brueske. Motion carried.

B. OB EMR Software - Resolution No. 922

Paul Babcock, CFO, and Beth Goetz RN, discussed the need to purchase the OB EMR software needed for the Obstetrics Department so it will be compatible with new Meditech 6.1 project.

Commissioner Geary Oliver moved for approval of Resolution No. 922. Motion was seconded by Commissioner Betty Brueske. Motion carried

C. Indemnify Physicians from Lawsuit- Resolution No. 923

Commissioner Geary Oliver moved for approval of Resolution No. 923. Motion was seconded by Commissioner Betty Brueske. Motion carried

XII. Executive Session

No Executive Session was needed.

XIV. Next Meeting Dates and Times

The Board of Commissioners notified the public that they meet the Last Monday of every month; the next regular meeting will be February 22nd at 6 PM.

XV. Adjournment

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

Meeting adjourned at 7:09 PM.

Respectfully submitted,

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Emma Lee Button

Recorder

Approved by:

Geary Oliver

Geary Oliver
Secretary, Board of Commissioners