

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

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

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; Rick King, Physical Therapist, Paul Babcock, Chief Financial Officer, Beth Goetz, RN,

I. Call to Order

Board of Commissioner's Chair Jerry Kennedy called the meeting to order at 6:02 PM. A quorum was present.

II. Introductions

III. Announcements

There were no announcements.

IV. Mission, Vision, & Values

V. Approval of Minutes

The minutes of the Regular March Commissioner meetings were reviewed. Commissioner Geary Oliver moved for approval of the minutes with no corrections. The motion was seconded by Commissioner Clea Pryor. 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 March. She notified the board members that human resources have received over 70 applicants for the CEO position so far. She let the board and public know that Corina Thornton received the Employee of the Month for April, for Respect. Debbie let the board know that CMC had 42 surgeries in the Month of March it's an all-time high for us. Heather McCleary spoke about the CEO recruiting process and that the job opening will remain open until May 15th. The recruiting team will be starting phone interviews with the top 10 selected so far. Commissioner Jerry Kennedy stated that the interviews would be recorded and that if any of the board members would like to listen or see the candidates' resumes he encourages them to do so. Debbie talked about how Lowell Hensley one of our community members was in an INHS newsletter in regards to his med star flight and his care here at CMC. She also noted that CMC had a booth out at the Earth Day Pow Pow in Nespelem. The Lions Club van will be on site April 28th to do free

health screens for anyone, also June 24th Community Choice will be holding a Medicare Birthday event at the Grand Coulee Senior Center.

VII. Public Comments

Jean Mueller wanted to know why Dr. Meltzer was no longer with CMC. Debbie let her know that his practice in Spokane needed him to commit more time there.

VIII. Financial Report

A. Review of March Financial Statements

Paul, Chief Financial Officer, reviewed the March Financial Statements. In March 2016, Coulee Medical Center generated \$3,353,816.00 in total Patient Revenue, which exceeded budget expectations by \$178,437.00. Inpatient revenue generated \$939,989.00 which was exceeded budget expectations by \$282,033.00, and Outpatient revenues generated \$2,413,827.00, which was under budget expectations by \$103,596.00. Operational Expenses were 2,161,900.00, which exceeded budget expectations by \$103,632.00 for the month. Coulee Medical Center ended the month of March with a loss of \$64,318.00. Paul went over the monthly statistics Inpatient days were up to a three year high 119 v 86 in February; it was the strongest month for in patient days in three years. CMC did 42 surgeries and 10 births for the month of March; He also stated that it was the best month of revenue Coulee Medical Center has ever had.

A. Approval of Warrants – March – Resolution No. 931

Commissioners were given the lists of accounts payable warrants #08313 through #08803 totaling \$2,133,196.20 and payroll warrants #63709 through #63715 and payroll direct deposits #D75332.1 through #D75907.1, totaling \$706,179.57

B. Approval of Bad-Debt Write-offs – March Resolution No. 932

Commissioners were provided the bad-debt write-offs of \$ 57,753.74 for the month of March 2016, which were approved by the board.

C. Approval of Charity Care - March- Resolution No. 933

Commissioners were provided the Charity Care cases, which were determined to be in the amount of \$ 11,471.41 for the month of March.

Commissioner Clea Pryor moved for approval of resolutions No. 931, 932, and 933. Motion was seconded by Commissioner Kris Hare. Motion carried.

IX. Quality Report

Melanie Slatina Director of Quality discussed the press ganey reports for the Medical Practice. The report she discussed was from January to April 2016. She will be working with the admitting and clinic staff on how to stay open during the lunch hour and possibly having a Saturday clinic.

X. 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 March. He stated that the clinics goal is 85 patients a day and he feels that that is very do able. He let the board know that Dr.Servin will be back in the clinic on Tuesdays starting in May. He had lunch with seven of the current trust students that are from the University of Washington last week. He stated that the morale seems very good and he has very strong feeling of stability.

XI. Commissioner / Board Committee

The Board of Commissioners discussed the upcoming Regional Governance Learning & Education Conference in Moses Lake. Commissioners Kris Hare and Clea Pryor will be attending along with Debbie Bigelow, Paul Babcock and Ramona Hicks.

XII. New Business

A. Credentialing

Melanie Slatina, Quality Director; provided the commissioners with credentialing paperwork for 4 re-appointments.

B. Approval to add minutes and agenda to CMC website

Debbie asked the board if they would approve of CMC adding the minutes and agenda to the website so that they are readily available to anyone. Commissioner Geary Oliver moved for approval to add the minutes and agenda to Coulee Medical Center website. The motion was seconded by Commissioner Kris Hare. Motion carried.

XIII. Executive Session

There was no executive session

XIV. Next Meeting Dates and Times

The Board of Commissioners notified the public that they will meet Tuesday May 31st at 6:00pm due to Memorial Weekend.

Douglas, Grant, Lincoln & Okanogan
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XV. Adjournment

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

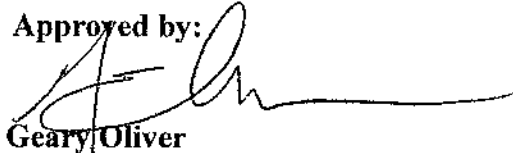
Meeting adjourned at 7:15 PM.

Respectfully submitted,



**Emma Lee Button
Recorder**

Approved by:



**Geary Oliver
Secretary, Board of Commissioners**