

Board of Commissioners Meeting

MINUTES

MAY 30, 2018

6:00PM

CMC TRAINING F

MEETING CALLED BY	Jerry Kennedy
TYPE OF MEETING	Regular Board of Commissioners meeting
FACILITATOR	Jerry Kennedy – Board Chair
RECORDER	Leha Neilsen
COMMISSIONERS	Commissioner Jerry Kennedy, Commissioner Gary Oliver, Commissioner Kris Hare, Commissioner Clea Pryor, Commissioner Betty Brueske
ATTENDEES	Ramona Hicks, Dr. Hsieh, Kelly Hughes, Leha Neilsen, Joyce Bodeau, Lani Morales, Natalie Dennis, Scott Hunter.
CALL TO ORDER	Board of Commissioner's President Jerry Kennedy called the meeting to order at 6:05 PM. A quorum was present.
ANNOUNCEMENTS & INTRODUCTIONS	Commissioner Brueske: The Board will be providing root beer floats for all employees on May 9 th from 1:00 – 3:00!
MISSION & VISION	Coulee Medical Center's mission, vision and values statement were read by the Board.

Agenda topics

5 MINS APPROVAL OF MINUTES

DISCUSSION	The minutes of the April Board of Commissioner minutes were reviewed.	BOARD OF COMMISSIONERS
CONCLUSIONS	Commissioner Kris Hare moved for approval. The motion was carried	Motion was seconded by Commissioner Betty Brueske.
ACTION ITEMS	April meeting minutes were approved by the Board of Commissioners	

PERSON RESPONSIBLE	MOTION CARRIED
Betty B. & Kris Hare.	✓

30MINS CEO UPDATE

DISCUSSION	<ul style="list-style-type: none"> Penny has a new Lab Director, Dr. Montagu. Lab week went well; 299 patients took advantage of the lab draws. 	RAMONA HICKS
	<ul style="list-style-type: none"> Angie has hired 2 FT rad techs, but needs agency to fill the gap. She hired a part time scheduler Reached out to a mobile Mammo bus that looks promising. On April 27, Molly Morris and Ramona had a meeting with Andy Joseph in Nespelem at the Lucy Covington Government Center. We were also able to meet with Meghan Francis Public Affairs Officer. Ramona has submitted a request to be on the agenda for a full Council meeting and that has been scheduled for June 11th. Dr. Castrodale, Dr. Hsieh, Beth Goetz, Kelly Hughes, Natalie Dennis and I will be attending. The OB summit was held Wednesday, May 2nd – the summit was well attended by different representatives from different entities. The summit covered the maternal deaths in Washington State associated with pregnancy by ethnic groups, with Native American deaths in Washington State being 4 times greater than the next highest group. Additionally, the presentation focused on the tax disparity between Coulee Medical Center and surrounding public hospital districts receiving local taxes. The participants traveled to the Colville Confederated Tribe Reservation. Attendees heard from the community where about a dozen Tribal and non-tribal community members gave their testimonials regarding the need to have OB local and available at Coulee Medical Center and the impact not having rural and local OB would have. A presentation was given by Beth Goetz, RN and Dr. Castrodale. An honorary traditional meal was catered by Tribal members The group was addressed by Dr. Benedetti, Dr. Olden and the nurses from WSHA who did let the group know that CMC has the best quality scores of any of the reporting hospitals to the association. On April 30, Dr. Hsieh, Dr. Castrodale, Jason McCormick, Beth and Ramona had a phone call with Diana Calmus, JD, Regulatory Counsel NRHA about the Obstetrical Summit and the struggles CMC faces due to our tax base. 	



- Ramona has reached out to Sue Birch, Director of the HCA, District 4 Legislators Senator Patty Murray, Senator Maria Cantwell, Representative Dan Newhouse, District 12 Legislators Senator Brad Hawkins, Representative Cary Condotta and Representative Mike Steele. She has heard back from all, more information to come at the next meeting.
- On May 22, 2018, Dr. Olden attended a meeting in Washington DC with Senators Murray and Cantwell and Representative Newhouse and presented the packet with our OB information and disparity information.
- Sandy Edwards, RN, has agree to take on additional interim duties for Quality.
- Oversight of clinical quality will be handled by the Director of Nurses, Christy Phillips, RN, and Dr. Hsieh, CMO.
- Joyce Bodeau, Corporate Compliance Officer/HIPAA Privacy Officer, will be absorbing a major portion of the Strategic Quality Support System (SQSS)
- Ramona explained how the SQSS tool works to the Board.
- 16 members of our nursing staff attended an on-site 2 full day training on End-of-Life care that focuses on all aspects of care with a patient and family centered approach.
- On May 2-4, Aimee McKay, Controller, Natalie Dennis, Revenue Cycle Manager, and Kelly were able to go the Annual Healthcare Financial Management Association (HFMA) meeting in Spokane through a scholarship by the Office of Rural Health.
- On May 14, Natalie and Mesha Markwell, Lead Biller, attended a free full day conference sponsored by the NCACH
- Kelly attended a free CFO Summit offered by the Washington State Hospital Association and sponsored by the FLEX grant program on May 22.
- The Official kick-off for Valic is scheduled for the week of June 4th
- Team met to develop a plan to reinstate merit raises and/or offer a cost of living increase.
- The CMC employee dinner is scheduled for June 27th 4:00 – 7:00 at the Coulee Dam Community Church.

ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
No action items at this time		

10 MINS CFO UPDATE KELLY HUGHES

DISCUSSION	
	<ul style="list-style-type: none"> • April was a good month, CMC ended the month with a gain of \$89,392 and a YTD gain of \$562,480 • Registered Warrant Balance: \$971,566 in April • Over budget by \$223,864 on Revenue • Over budget by \$113,781 on Expenses • Salaries were over budget by \$94,617 • Non-Operating gain under by \$27,065 (Lower due to increased business going to Owl Pharmacy)
	<ul style="list-style-type: none"> • Days in Account Receivable 53 (industry standard 55) • 30-45 Days out on AP
	<ul style="list-style-type: none"> • Audit is complete and being reviewed by DZA. • HUD gave us a 45- day extension to get the actuarial valuation complete for the PEBB benefits in order for the audit to be completed. • Cost Report 2017 is complete.
	<ul style="list-style-type: none"> • The Noridian/Medicare desk review of the 2016 cost report is still in process.
	<ul style="list-style-type: none"> • DZA is currently working on our DSH Survey for 2014-2015
	<ul style="list-style-type: none"> • In April we deposited \$3,158,385 and paid out \$2,136,006 for a cash gain of \$1,022,378.57.
	<ul style="list-style-type: none"> • Current Registered Warrant balance: \$1,073,337.27

DISCUSSION	Financial Resolutions
	<ul style="list-style-type: none"> • <u>Resolution 1027</u> – Charity Care April – Commissioners were provided the charity care cases of \$26,178.06. • <u>Resolution 1028</u> — Payment of Warrants April - Commissioners were accounts payable warrants #1116718 through #1116965 totaling \$1,326,080.34 and Payroll Warrants # 63943 through # 63945 payroll direct deposits #D86709.1 through #D87100.1 totaling \$1,809,765.99.

CONCLUSIONS Commissioner Clea Pryor moved for approval of both financial resolutions. The motion was seconded by Commissioner Geary Oliver. Motion carried

ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Resolutions 1027 & 1028 were approved by the Board of Commissioners	Clea Pryor & Geary Oliver	✓

10 MINS CMO UPDATE DR. HSIEH

DISCUSSION	
	<ul style="list-style-type: none"> • Dr. Castrodale has accepted the role of Medical Director for the OB department.



- The emergency department has started implementing the Hospitalist 2.0 program, working on 3 projects per month.
- New CRNA starting June 1st (Andrea Turner, currently Per Diem)
- Record breaking amount of surgeries in May, hoping to hit 69 total surgeries by the month end.
- Amy H has passed her first assist exam, she is now working on finishing up her clinical hours.
- Diabetic education program – we have submitted information, waiting on certificate
- Dr. Hsieh, Dr. Hsu and Dr. Cartwright will be traveling to Samaritan hospital on June 19th, to start the conversation of partnering on services, the marketing committee is working on a specialty services pamphlet.

5 MINS OLD BUSINESS RAMONA HICKS

DISCUSSION	Governance Guidelines Review – Ramona presented 3 CEO Policy interpretations to the Board		
CONCLUSIONS	Ramona will present 3 policies at each monthly meeting from now on.		
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED	
No action items at this time			

5 MINS NEW BUSINESS BOARD OF COMMISSIONERS

DISCUSSION	• Schedule HIPAA training for the Board of Commissioners		
CONCLUSIONS	The Board of Commissioners will do their HIPAA training at a special Board meeting, 1 hour prior to the next regular board meeting,		
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED	
The President of the Board will call for a special meeting 1 hour prior to next Regular Board meeting.	Jerry Kennedy		

5 MINS NEXT MEETING DATE AND TIME BOARD OF COMMISSIONERS

DISCUSSION	Reschedule June regular Board of Commissioners meeting – due to Board members attending WSHA conference that week.		
CONCLUSIONS	The Board of Commissioners will move the Regular Board meeting to June 28 th at 11:00AM (A special meeting will be held at 10:00am for HIPAA training prior to the regular meeting.)		
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED	
Board of Commissioners unanimously decided to move the next Board of Commissioners meeting to Thursday, June 28 th at 11:00am	Board of Commissioners		

EXECUTIVE SESSION BOARD OF COMMISSIONERS

DISCUSSION	Commissioner Jerry Kennedy closed the regular Board meeting at 7:35 pm for an Executive Session, regarding RCW 42.30.110 & RCW 70.44.062, to last for 25 minutes, to reconvene at 7:58. Open meeting reconvened.		
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5 MINS CREDENTIALING BOARD OF COMMISSIONERS

DISCUSSION	• Approval of Credentialing		
CONCLUSIONS	Commissioner Geary Oliver moved for approval of both credentialing items. The motion was seconded by Commissioner Kris Hare. Motion carried		
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED	
Approval of Credentialing	Geary Oliver & Kris Hare	✓	



ADJOURNMENT

Commissioner Betty Brueske made a motion to adjourn the meeting. The motion was seconded by Geary Oliver. Motion Carried. Meeting adjourned at 8:00pm.

Respectfully Submitted by:



**Leha Neilsen
Executive Assistant**

Approved by:



**Kris Hare
Secretary, Board of Commissioners**