

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

Date: May 31, 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,

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

III. Announcements

There were no announcements.

IV. Mission, Vision, & Values

V. Approval of Minutes

The minutes of the Regular April 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 April. Debbie went over the Press Ganey satisfaction survey scores. She announced that Patricia Wood received employee of the month for April for Competence. Debbie also acknowledged all the people that walked and participated in the building of CMC’s first float that took first place in the Colorama parade and second place in the Coulee City parade. She also noted the Guild members handed out 400 bottles of sunscreen and the CMC employees handed out 4000 pieces of candy during Colorama parade.

VII. Public Comments

Jean Mueller let the board know that CMC is wonderful and that the wound care department is doing a very good job.

VIII. Financial Report

A. 2014-2015 Financial Audit

Tom Dingus from DZA an accounting audit firm was here to present the 2014-2015 financial audits report that they did. Tom discussed the combined financial statements with the committee. Tom informed the Board that CMC had a very clean audit with no concerns and no findings. He also thanked Kelly Hughes and Paul Babcock for their timely assistance in the process.

B. Review of April Financial Statements

Paul, Chief Financial Officer, reviewed the April Financial Statements. In April 2016, Coulee Medical Center generated \$3,007,548.00 in total Patient Revenue, which was below budget expectations by \$125,326.00. Inpatient revenue generated \$800,571.00 which exceeded budget expectations by \$139,882.00, and Outpatient revenues generated \$2,206,977.00, which was under budget expectations by \$265,207.00. Operational Expenses were 2,085,948.00, which was under budget expectations by \$27,535.00 for the month. Coulee Medical Center ended the month of April with a loss of \$161,499.00. Paul also discussed the stats for the month of April. Inpatient days were up to a three year high 121 v 119 in March; CMC did 30 surgeries and 11 births for the month of April; ER visits were 347 and ER admits were 19, Grand Coulee Clinic saw 1,334 v 1601 in the month of March and Coulee City Clinic saw 155 vs 193.

A. Approval of Warrants – April – Resolution No. 934

Commissioners were given the lists of accounts payable warrants #08804 through #09140 totaling \$1,53,720.51 and payroll warrants #63716 through #63729 and payroll direct deposits #D75912.1 through #D76508.1, totaling \$975,084.87

A. Approval of Bad-Debt Write-offs – April Resolution No. 935

Commissioners were provided the bad-debt write-offs of \$ 9,403.46 for the month of April 2016, which were approved by the Board.

C. Approval of Charity Care – April - Resolution No. 936

Commissioners were provided the Charity Care cases, which were determined to be in the amount of \$ 3,858.39 for the month of April.

Commissioner Clea Pryor moved for approval of resolutions No. 934, 935, and 936 Motion was seconded by Commissioner Betty Brueske. Motion carried.

IX. Quality Report

Melanie Slatina Director of Quality discussed that she will be taking the comments that come from the surveys directly to the shift that the comment pertains to. By doing this she hopes that it will resonate more with the staff that it directly affects.

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 April. He stated that the group is working well, surgeries have gone up and that the clinic numbers are going up even with providers going to Keller.

XI. Commissioner / Board Committee

XII. Old Business

A. Debbie announced that Bryan McCleary received a building permit to move forward with the construction of the daycare.

B. Commissioner Jerry Kennedy discussed the CEO hiring process and what the committee has come up with so far. He shared with the board members the updated time line for candidates to visit and interview with the board. The committee has narrowed the search down to the top five, Jerry has asked the committee to look at the top five and either move forward with them or make changes. Jerry stated that the board may need to meet for a special meeting soon to discuss the candidates.

XIII. New Business

A. Credentialing

Melanie Slatina, Quality Director; provided the commissioners with credentialing paperwork for 1-new and 2 re-appointments.

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

B. Discussion of Purchase for Rick King's Building

Debbie discussed that the purchase of Rick's building option is coming up in September and that the Board members will have to have a decision prior to Septembers meeting if it's something they would like to do, also depending on HUD's approval.

C. Board approval or rejection to proceed with getting an authentic Teepee erected.

Ramona Hicks asked the board how they would feel about having an authentic TeePee on campus. She stated that she has talked to several elders and other tribal members and they have expressed their feelings about having one. Ramona stated she just wants to know if it's okay to move forward and see about pricing and if the tribe would like to fund the project she will bring more information back to the board when she has it.

Commissioner Clea Pryor and Commissioner Kris Hare both motioned for Ramona to move forward with getting more information regarding the Teepee.

XIV. Executive Session

Board of Commissioners Chair, Jerry Kennedy, announced at 7:37 PM there would be a recess and the board would be meeting in the conference room.

The agenda items during the session would be Personnel – R.C.W. 42.30.110(g).

No action was taken during the Executive Session.

XV.

At 8:37 PM, the Board reconvened in Open Session, and stated that they would like to have the reference checks and background checks done on the top five CEO candidates.

XVI. Next Meeting Dates and Times

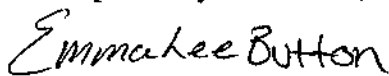
The Board of Commissioners notified the public that they will meet Wednesday July 6th at 6:00pm, instead of June 27th the regular time.

XVII. 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 8:37 PM.

Respectfully submitted,



**Emma Lee Button
Recorder**

Approved by:



**Geary Oliver
Secretary, Board of Commissioners**