

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

Date: July 31st, 2017
Time: 6:00 PM
Place: Coulee Medical Center – Education Conference Room
Present: Commissioners: Betty Brueske, Jerry Kennedy, Geary Oliver, Clea Pryor, and Kris Hare

Also Present: Dr. Hsieh Chief of Staff, Ramona Hicks, Interim Chief Executive Officer; Kelly Hughes; Chief Financial Officer, Joyce Bodeau, Bryan McCleary, Heather McCleary, Dawn Malikowski, Beth Goetz, Leha Neilsen, Linda Larson, Ben Hughes, Molly Morris

I. Call to Order

Board of Commissioner's President Jerry Kennedy called the meeting to order at 6:00 PM. A quorum was present.

II. Introductions

Ramona Hicks introduced Molly Morris to the Board, Molly is the financial counselor for the facility.

III. Mission, Vision, & Values

Coulee Medical Center's mission, vision and values statement were read by the Board.

IV. Announcements

Jerry Kennedy announced that the Board of Commissioners would be adding credentialing to the agenda.

V. Approval of Minutes

The minutes of the Special Meeting on July 13th were reviewed. Commissioner Geary Oliver moved for approval. The motion was seconded by Commissioner Betty Brueske. Motion carried.

VI. Administrative Report

Ramona Hicks gave the CEO report at this time.

- Dr. Cartwright is here to stay; he will be working two weeks on and two weeks off. He will be starting a Saturday clinic eventually and his family has moved here.
- Dr. Adam McConnell will be starting August 1st. He will be full family practice and will be receiving OB training, he will also be starting a Saturday clinic starting August 5th. Saturday clinic will be by appointment only.

- We are fully staffed with our own CMC RNs and we have a fully staffed OB department.
- Cheri Gregson will be going to the Coulee City clinic on Fridays now, starting August 4th.
- Our outpatient department will be moving to appointment only. At this time Dawn Malikowski explained why that change would be happening.
- Dr. Hsu and Jacie Johnson (dietician) are working on a diabetic education program for our facility.
- We are still looking into 3rd party lab options.
- We are hosting a sports physical clinic at the high school August 9th from 6:00 PM to 8:00 PM.
- The search for an inpatient physical therapist continues.
- We will be reopening the discussion about the daycare.
- Committees have been reinstated, constant communication between the Board, administration and the leadership team.
- 2nd annual powwow will be September 15th 2017.
- Coulee Medical Center has received grant money for our powwow which will be used for a 26-foot teepee for our facility. It will be accessible to those patients who would like to use it, and will have a liner so it can be used during the winter months.
- Ramona read the grant application to the Board.
- Coulee Medical Center will be using grant money The teepee is custom made in order to fit a gurney through the entrance.
- Ramona explained the meaning behind our logo for the powwow.

VII. Public Comments

- Molly Morris discussed the up and coming Medicaid transformation happening in Washington State and what it will mean for CMC. A discussion was had on what Coulee Medical Center will do with these changes and why it is crucial to start making changes now.
- Birdie Hensley reaffirmed that Coulee Medical Center has their full support with any projects that they are able to help with.

VIII. Financial Report

A. Review of May and June Financial Statements

Kelly Hughes reviewed the May Financial Statements.

- In May 2017, Coulee Medical Center generated \$4,221,368 in total Patient Revenue, which was above budget expectations by \$1,017,373. Inpatient revenue generated \$723,122 which was below budget by \$67,465. Outpatient revenues generated \$ 3,498,246, which was over budget expectations by \$1,084,838. Total net patient revenue was \$2,386,723 which was above expectations by \$415,253. Operational Expenses were \$ 2,567,265 which was over budget expectations by \$135,887. CMC ended the month of May with a loss of \$82,299.

- Kelly also reviewed the June Financial Statements in this meeting. In June 2017, Coulee Medical Center generated \$3,361,074 in total Patient Revenue, which was above budget expectations by \$260,434. Inpatient revenue generated \$674,617 which was below budget by \$90,467 Outpatient revenues generated \$2,686,457, which was over budget expectations by \$350,901. Total net patient revenue was \$2,221,718 which was above expectations by \$312,987. Operational Expenses were \$2,448,601 which was over budget expectations by \$88,747. CMC ended the month of June with a loss of \$27,263.
- She also told the Board that they have met with the County and they are pleased with our turnaround plan. Commissioner Jerry Kennedy also confirmed that it went well with the county.
- Money is coming in; we will be hiring another cash poster soon.
- Still using the third party billing company.
- We had a record amount of surgeries in both May and June.
- We are also already receiving money from our 340B program.
- Still moving forward with Owl Pharmacy.
- A payment plan discussion with Engage was had at this time.

B. Approval of Warrants – June 2017–Resolution No. 997

Commissioners were provided with the list of Accounts Payable Warrants # 1113636 through #1114007, totaling \$1,836,729.12 and Payroll Warrants # 63856 through #63859, payroll direct deposits # D82318.1 through #D82709.1 totaling \$760,775.55. Commissioner Betty Brueske moved for approval of bad debt, the motion was seconded by Commissioner Kris Hare. Motion carried

C. Approval of Bad Debt– June 2017 - Resolution No. 998

Commissioners were provided the bad-debt write-offs of \$71,892.33 for the month of May 2017, which were approved by the Board. Commissioner Betty Brueske moved for approval of bad debt, the motion was seconded by Commissioner Kris Hare. Motion carried.

IX. Medical Staff Report

A. Chief of Staff Report

Dr. Sam Hsieh, Chief of Staff, gave the Medical Staff Report.

- We will be moving forward with the ICU
- Vein ablation coming soon, this is a necessary service to have, it helps with Dr. Cartwrights practice as well.
- Outpatient is really expanding, moving to by appointment only.
- We have a CRNA that will be leaving next year, already looking into potential candidates.
- Dr. Hsu has volunteered to take some Hospitalist shifts for Coulee Medical Center.

X. Old Business

XI. New Business

- A. Credentialing**-Commissioner Kris Hare moved for approval. The motion was seconded by Commissioner Betty Brueske. Motion carried.
- B. Ratify Kelly Hughes as CFO** – Commissioner Geary Oliver moved for approval of Kelly Hughes becoming the Chief Financial Officer. Motion was seconded by Kris Hare. Motion Carried.
- C. Lab discussion** – Still on hold at this point in time.
- D. Commissioner Manual update** – A discussion was had about updating the commissioner manual. This will be readdressed at the next meeting.
- E. Stryker TIA Addendum** - Commissioners were given information on the addendum, a motion was made by Commissioner Clea Pryor. Motion was seconded by Commissioner Betty Brueske. Motion Carried.
- F. Getinge Steam Sterilizer & Water treatment and Olympus Scope System** – It was determined that the CFO would need to review these requests more in depth before moving on either of these items.

XII. Committee Reports

- **All committees will be on the agenda as an item to discuss.**
- **HR Committee** – Will meet more frequently, monthly verses quarterly.
- **Finance Committee** – Has added a few new faces to the meeting, the Board appreciates more people attending.
- **Recruiting Committee** – CEO Job ad is out, a brief discussion about Dr. McConnell was had.
- **Compliance** – Will be meeting soon, they have not been able to meet for a while.
- **Building and Grounds Committee** – Working on getting items that were pushed forward under control again. Moving forward with the Pharmacy in October. All employees must bring requests to the committee before ordering anything or making any decisions.
- **Medical Staff Committee** – Jerry Kennedy will be gone for the next meeting so Clea Pryor will be filling in for him.

XIII. Executive Session

- A.** Jerry Kennedy closed the regular Board meeting at 7:30 pm for an Executive Session, regarding RCW 42.30.110, to last for 30 minutes, to reconvene at 8:00. Jerry Kennedy came out and announced to the public that they would need an additional 20 minutes. Jerry Kennedy came out and announced they would need an additional 10 minutes; the regular meeting was reconvened at 8:30 pm.

XIV. Next Meeting Dates and Times

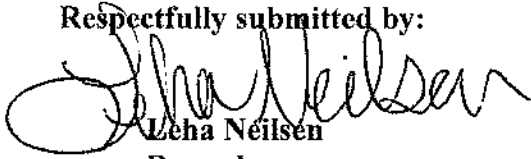
The next Board meeting will be August 28th, 2017 at 6:00pm

XV. Adjournment

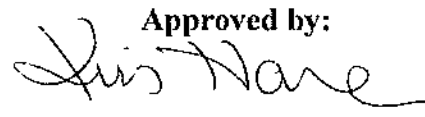
There being no further business, a motion was made by Commissioner Geary Oliver to adjourn. The motion was seconded by Commissioner Kris Hare. Motion carried.

Meeting adjourned at 8:31 PM.

Respectfully submitted by:


Leha Neilsen
Recorder

Approved by:


Kris Hare
Secretary, Board of Commissioners