

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

**Date:** October 30th, 2017  
**Time:** 6:00 PM  
**Place:** Coulee Medical Center – Education Conference Room  
**Present:** Commissioners: Betty Brueske, Geary Oliver, Clea Pryor, and Kris Hare

Also Present: Dr. Castrodale, Ramona Hicks, Interim Chief Executive Officer; Kelly Hughes; Chief Financial Officer, Joyce Bodeau, Melissa Nix, Lani Morales, Leha Neilsen, Aimee McKay, Natalie Dennis, Kraig Fuller

**I. Call to Order**

Board of Commissioner's Secretary Kris Hare called the meeting to order at 6:01 PM. A quorum was present.

**II. Introductions**

No introductions at this time

**III. Mission, Vision, & Values**

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

**IV. Announcements**

**V. Approval of Minutes**

The minutes of the September Board of Commissioner and Special meeting minutes were reviewed. Commissioner Geary Oliver moved for approval. The motion was seconded by Commissioner Betty Brueske. Motion carried.

**VI. Administrative Report**

Ramona Hicks sent a CEO report to Board of Commissioners along with the history of CMC and a detailed plan for the County Commissioners.

- We have met with mayors of Elmer city and Grand Coulee also with Superintendent of Lake Roosevelt HS.
- Plans on meeting with city council, met with chamber and rotary groups
- Will also be meeting with bureau safety manager, the bureau wants the contract back with CMC.
- Spoke with the DOH flex grant coordinator as well as Linda Evans Parlette.
- CMC has received a letter of support from UW school of Medicine.
- Ramona reached out to Kaiser Permanente, she has since been in touch with CFO of the organization. They want to help us with whatever they can.

- The Community Health Needs Assessment (CHNA) has been completed, and introduced to the Board. We need this assessment for our nonprofit status, the CHNA will be useful for the Medicaid transformation.
- The community has said they are having problems getting in at the clinic, most Dr.'s are 8 weeks out. Ramona and the executive team will be working to get that changed.
- A CMC mass mailer will be sent out in November to surrounding communities.
- Owl Pharmacy is here and will be open October 15<sup>th</sup>.
- The clinic will be open all day the day before Thanksgiving.
- Commissioner Betty Brueske asked if we were still sending one of our nurses to the school, Ramona answered her with yes, Melissa Stanley is our school nurse.
- Commissioner Brueske also asked if a nurse is still going to patient's homes, Ramona explained that we are no longer with caravan health we have stopped doing that.

#### **VII. Public Comments**

- No public comments at this time

#### **VIII. Financial Report**

Kelly Hughes gave the financial update

- Gross patient revenue is well above others (bills we have billed out)
- Inpatient days have stayed the same
- Clinic visits have gone up from previous years.
- ER visits were up from last year, and deliveries have been less than last year.
- 7 days of cash on hand, our AR days are at 122.
- Surgery and inpatient have both been up
- 3.9 million in registered warrants at the end of September. (Oct. 30 registered warrant balance was 3.2 million)
- Jason explained new adjustments on the financial spreadsheets, calculation adjustments are still being made.
- Salaries were down in the month of September and expenses were equal to August.
- State auditors are currently here and need to meet briefly with one board member.
- Jason spoke about the turnaround plan, the revenue cycle committee and the importance of bringing the billing back in house.
- Merit increases and travel reimbursement have been put on hold for now, controlling cost is essential at this point in time.
- Productivity model has been introduced to leadership and 2018 budget meetings will be scheduled soon.

#### **B. Approval of Bad Debt-- September 2017--Resolution No. 1004**

Commissioners were provided the bad-debt write-offs of \$22,390.34 for the month of September 2017, which were approved by the Board. Commissioner Betty Brueske moved for approval of bad debt, the motion was seconded by Commissioner Geary Oliver. Motion carried.

**C. Approval of Warrants– September 2017 - Resolution No. 1005**

Commissioners were provided with the list of Accounts Payable Warrants. Warrants #1114570 through # 1114789 totaling \$1,297,070.78 and Payroll Warrants # 63894 through #63904, payroll direct deposits #D83514.1 through #D84126.1 totaling \$1,181,293.32. Commissioner Betty Brueske moved for approval of warrants, the motion was seconded by Commissioner Geary Oliver. Motion carried

**IX. Medical Staff Report**

**A. Chief of Staff Report**

Dr. Sam Hsieh, was absent at this meeting.

**X. Old Business**

**XI. New Business**

**A. Credentialing-** On hold for now

**B. Board Workshop Date -** The Board will be calling a special board meeting on November 11<sup>th</sup> at 12:00pm.

**C. Introduce CHNA –** Board members have all received informational packets on the results of our assessment.

**D. Approval of Surplus items –** Board members received information on surplus items. Commissioner Geary Oliver moved for approval of selling surplus items, the motion was seconded by Betty Brueske. Motion Carried.

**E. Approval of CMC org chart –** Tabling until next meeting.

**XII. Committee Reports**

- Melissa Nix briefly talked about the work she is doing to ensure the quality of care at CMC.
- No other committee reports at this time.

**XIII. Executive Session**

No executive session.

**XIV. Next Meeting Dates and Times**

The next Board meeting will be November 11<sup>th</sup>.

**XV. Adjournment**

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

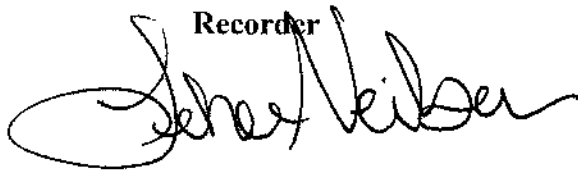
Meeting adjourned at 7:08 PM.

**Respectfully submitted by:**

**Approved by:**

Douglas, Grant, Lincoln & Okanogan  
Counties Public Hospital District No.  
October Regular Commissioner Meeting  
Minutes Continued

**Leha Neilsen**  
**Recorder**

A handwritten signature in black ink, appearing to read "Leha Neilsen". The signature is fluid and cursive, with a large loop at the beginning.

**Kris Hare**  
**Secretary, Board of Commissioners**

A handwritten signature in black ink, appearing to read "Kris Hare". The signature is cursive and somewhat stylized.