

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

Date: December 26th, 2017
Time: 6:00 PM
Place: Coulee Medical Center – Education Conference Room
Present: Commissioners: Jerry Kennedy, Geary Oliver, Clea Pryor, and Kris Hare

Also Present: Ramona Hicks; Interim Chief Executive Officer; Kelly Hughes; Chief Financial Officer, Dr. Hsieh; Chief Medical Officer, Wendy Hughes, Leha Neilsen, Jason McCormick (on the phone), Ben Hughes.

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

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

No announcements at this time

V. Approval of Minutes

The minutes of the November Board of Commissioner and Budget Hearing meeting minutes were reviewed. Commissioner Kris Hare moved for approval. The motion was seconded by Commissioner Geary Oliver. Motion carried.

VI. Administrative Report

Ramona Hicks sent a CEO report to Board of Commissioners.

- Board members and the Executive team received governance training in November. Jason introduced the Carver Model to the team – for more information please go to www.carvergovernance.com.
- Coulee Medical Staff have been asked to read the CAH finance 101 manual, this information really goes into depth on how critical access hospital financials work. For more information please go to www.ruralcenter.org.
- Dr. Jennifer Knox is a family practice physician, she was a medical student here a few years ago and is very interested in joining the Medical Staff here at Coulee Medical Center. In the process of negotiating her contract.

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

- OWL Pharmacy really loves being here, they just passed their last inspection so they are now able to take our insurance, they will also be adjusting their time so that Night shift is able to utilize their services. They will also be getting on board with 340B
- Medicaid Transformation committee update: we have met with Gwen Cox, RN of Qualis Health, she will be helping us implement the up and coming changes. We have added two community members to this committee, Sherrill Castrodale and Rachel Harris. Paul Turner, Superintendent of LRSD will be joining us as well on this committee.
- Dr. Castrodale recently attended an OB conference where Maternal Mortality was discussed. He learned that the Native American Maternal mortality rate is 4x higher than any other race.
- Beth G and Wendy H are working on gathering stats from the SANE program to help us understand these statistics and make informed decisions.
- The Holiday reception went very well! Thank you to everyone who donated.

VII. Public Comments

- No public comments at this time

VIII. Financial Report

CFO Report

- November financials are not completely done. Nov had \$4.7 million in gross revenue, AP is down, IP days are up.
- Registered warrants are at 3.4 after our latest check run.
- \$900,000 below projected loss for December.
- Exit interview with the State Auditors went well, their findings have been sent to the Board.
- November clinic visits were at a record high with 202 at the Coulee City clinic and 1676 in the Coulee Medical Center clinic.
- Surgery Revenue was up in November as well.
- Desk Audit update: Coulee Medical Center does not owe any money.
- Costing us about \$12,000 per month to insource billing vs the \$75,000 we were paying to outsource it.
- Jason informed the Board that AR days are down, the team discussed the progress of the turnaround plan.

B. Approval of Bad Debt-- November 2017--Resolution No. 1011

Commissioners were provided the bad-debt write-offs of \$ \$48,573 for the month of November 2017, which were approved by the Board. Commissioner Geary Oliver moved for approval of bad debt, the motion was seconded by Commissioner Kris Hare. Motion carried.

C. Approval of Warrants– November 2017 - Resolution No. 1012

Commissioners were provided with the list of Accounts Payable Warrants. Accounts Payable Warrants # 1115023 through # 1115360 totaling \$ 1,832,365.51 and Payroll Warrants # 63913 through # 63923, payroll direct deposits #D84533.1 through # D84928.1 totaling \$761,463.86. Commissioner Geary Oliver moved for approval of warrants, the motion was seconded by Commissioner Kris Hare. Motion carried.

IX. Medical Staff Report

Chief of Staff Report

- Dr. Hsieh discussed the meeting with Jason McCormick and Med Staff, providers felt it was very educational.
- Currently working on bettering clinic flow so we can start seeing more patients.
- Urgent Care – Dr. Myers has picked up more urgent care hours to free up Sam Brunner and Cheri Gregson so they can see more scheduled patients.
- Cheri Gregson will possibly be going from a full day in the Coulee City clinic on Friday's to half days there and a half day in the Coulee Medical Center clinic, this will help maximize her ability to see patients.
- Dr. Hsieh is currently working on a physician executive degree

X. Committee Reports

No committee reports at this meeting.

XI. Executive Session

Jerry Kennedy closed the regular Board meeting at 6:45 pm for an Executive Session, regarding RCW 42.30.110, to last for 20 minutes, to reconvene at 7:05. Jerry Kennedy came out and announced to the public that they would need an additional 20 minutes Open meeting reconvened.

- The Board of Commissioners unanimously voted to add Resolution 1013, introducing Ramona Hicks as Chief Executive Officer. Motion was made by Geary Oliver. Motion was seconded by Clea Pryor. Motion Carried.

XII. Credentialing - Commissioner Clea Pryor moved for approval. The motion was seconded by Commissioner Kris Hare. Motion carried

XIII. Next Meeting Dates and Times

Next Board of Commissioners meeting will be Monday, January 29th 2018.

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

XIV. 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 7:37 PM.

Respectfully submitted by:



**Leha Neilsen
Recorder**

Approved by:



**Kris Hare
Secretary, Board of Commissioners**