

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

**Date:** March 28, 2016  
**Time:** 6:00 PM  
**Place:** Coulee Medical Center – Education Conference Room  
**Present:** Commissioners: Betty Brueske, Geary Oliver, Kris Hare

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 Officer,

**I. Call to Order**

Board of Commissioner's Secretary Geary Oliver called the meeting to order at 6:02 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 February Commissioner meetings were reviewed. Commissioner Betty Brueske moved for approval of the minutes with no corrections. The motion was seconded by Commissioner Kris Hare. 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 February and March. Debbie discussed the OB departments stats, as year to date we have had 17 deliveries and they are projecting 94 for 2016. She notified the board members that human resources have received 50 applicants for the CEO position so far. The next meeting will be April 12<sup>th</sup>. She let the board and public know that Molly Morris received the Employee of the Month for March, for Compassion. She spoke about all of the great things Molly does for CMC and all the wonderful things she does to help our patients. Debbie also stated that several members of the leadership attended the annual Northwest Rural Health Care Conference in Spokane in March. Debbie also asked the Board of Commissioners if they would like to attend the upcoming Regional Governance Education in Moses Lake.

**VII. Public Comments**

Keith Powell has asked the Board if they would consider letting his dog visit the facility, to see his wife, who is a long term care resident.

## **VIII. Financial Report**

### **A. Review of February's Financial Statements**

Paul, Chief Financial Officer, reviewed the December Financial Statements. In February 2016, Coulee Medical Center generated \$3,033,026 in total Patient Revenue, which exceeded budget expectations by \$205,157. Inpatient revenue generated \$655,869 which exceeded budget expectations by \$77,379, and Outpatient revenues generated \$2,377,156, which exceeded budget expectations by \$127,777. Operational Expenses were 2,130,924, which exceeded budget expectations by \$68,153 for the month. Coulee Medical Center ended the month of February with a loss of \$287,314.

### **B. Approval of Warrants – February – Resolution No. 928**

Commissioners were given the lists of accounts payable warrants #07938 through #07938 totaling \$1,871,849.90 and payroll warrants #63697 through #63708 and payroll direct deposits #D74940.1 through #D75331.1, totaling \$624,326.37.

### **C. Approval of Bad-Debt Write-offs – February Resolution No. 929**

Commissioners were provided the bad-debt write-offs of \$ 62,703.22 for the month of February 2016, which were approved by the board.

### **C. Approval of Charity Care - February- Resolution No. 930**

Commissioners were provided the Charity Care cases, which were determined to be in the amount of \$ 2,939.03 for the month of February.

Commissioner Kris Hare moved for approval of resolutions No. 928, 929, and 930. Motion was seconded by Commissioner Betty Brueske. Motion carried.

## **IX. 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 February. Dr. Castrodale discussed the new OB thirty-week clinic that they have started. He stated that it will be very beneficial for the patients and the OB nurses. He talked about the new OB book that the OB staff has put together for the patients to bring with them to their visits that helps them through their visits. He notified the Board Members that two providers will be traveling to the Keller Clinic during the week starting in April to help them out.

**X. Commissioner / Board Committee**

Commissioner Betty Brueske notified the board and community member's that the Lions Club traveling van will be here on April 28<sup>th</sup>. They will be doing free tests for glaucoma, blood pressure, and hearing for anyone.

Commissioner Geary Oliver, discussed the search for a new CEO. He is on the committee and notified the board that so far there has been 56 applicants come through. He talked about how the committee came up with a five step scoring process.

**XI. New Business**

There was no new business.

**XII. Executive Session**

There was no executive session.

**XIV. Next Meeting Dates and Times**

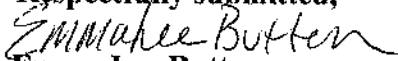
The Board of Commissioners notified the public that they meet the Last Monday of every month; the next regular meeting will be April 25<sup>th</sup> at 6 PM.

**XV. Adjournment**

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

Meeting adjourned at 6:43 PM.

Respectfully submitted,



Emma Lee Button

Recorder

Approved by:



Geary Oliver

Secretary, Board of Commissioners