

Board of Commissioners Meeting

MINUTES

AUGUST 30, 2021

6:00PM

VIA ZOOM

MEETING CALLED BY	Jerry Kennedy – Board of Commissioners President
TYPE OF MEETING	Regular Board of Commissioners meeting
FACILITATOR	Jerry Kennedy
RECORDER	Kelly Hughes
COMMISSIONERS	Commissioner Kris Hare, Commissioner Jerry Kennedy, Commissioner Clea Pryor, Commissioner Brad Parrish, Commissioner Geary Oliver
ATTENDEES	Dr. Hsieh, Ramona Hicks, Kelly Hughes, Leha Neilsen, Joyce Bodeau, Natalie Dennis, Karen Rimpler, Jess Hendrix, Penny Lewis, Shawn Groh, Misty Braaten, Sandy Edwards
CALL TO ORDER	Board of Commissioners President Jerry Kennedy called the meeting to order at 6:00pm. A quorum was present.
ANNOUNCEMENTS & INTRODUCTIONS	N/A
MISSION & VISION	Mission, Vision and Values were read by the Board.

Agenda topics

5 MINS

VPN ACCESS

ETHAN HARRIS

DISCUSSION	Process for VPN access – coming from insurance underwriters, increasing rates and adopting new security minimums facility wide.	
CONCLUSIONS	Commissioners are to pick up VPN token at front desk	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED

5 MINS

APPROVAL OF MINUTES

BOARD OF COMMISSIONERS

DISCUSSION	The minutes from the July Board meeting and the Special Board meeting from August 19th were distributed prior to the meeting.	
CONCLUSIONS	Commissioner Kris Hare moved for approval of minutes that were presented. The motion was seconded by Commissioner Geary Oliver. Motion carried.	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Approval of previous meeting minutes	Kris Hare & Geary Oliver	✓

20MINS

CEO UPDATE

RAMONA HICKS

DISCUSSION	<ul style="list-style-type: none"> • COVID-19 update: <ul style="list-style-type: none"> ○ We are in the midst of a 5th wave and sequencing shows the vast majority of infections are Delta. ○ We are experiencing difficulties and delays in transferring patients, both COVID and non-COVID patients.
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	<ul style="list-style-type: none"> <ul style="list-style-type: none"> <ul style="list-style-type: none"> ▪ We are working with DOH, WSHA and others on Crisis Standards of Care. More info to come. ○ We have adequate supplies of PPE for right now. We are expecting to have delays in the future. ○ The Governor’s Mandate has been released and we are working through the process with employees. <ul style="list-style-type: none"> ▪ CMC has until October 18th to get employees vaccinated ▪ We are offering a vaccine clinic for employees • Intensivist/ ICU support telemedicine: <ul style="list-style-type: none"> ○ We are currently reviewing 2 options for tele-support in the event we have ICU level needs and are unable to transport patients. <ul style="list-style-type: none"> ▪ One of which is free through the Department of Defense, the other is through our affiliation with the Rural Collaborative. • Update on key personnel searches: <ul style="list-style-type: none"> ○ Dieticians on Demand - We have extended an offer as a Locum to Lisa March, RD who is from the Almira area, she will be working for us on an extended contract and at this time will be giving oversight to the dietary department and will be reviewing patient needs. We will fully credential before scheduling patient encounters. ○ Coors Leadership - We continue to work with Coors on 2 RN positions. ○ MDM Search- <ul style="list-style-type: none"> ▪ Cassandra Viramontes, ARNP has accepted a full-time position with us in the clinic and will be picking up ER shifts as available, ▪ Nneka Asiamigbe, PA-C has accepted a full-time position in the clinic. ▪ Dr. Daniel Case, Family Practice will be picking up 120 day locums position in the clinic, to help alleviate the back log of appointments in the clinic. ▪ Dr. Nicole Ruske, Family Practice and Fellowship Trained OB will be coming onsite for an interview as soon as a date can be set. ▪ Dr. Ellen Ouellette, Family Practice and currently in Fellowship Training for OB is identifying a date and time that she and her husband can come to the area for on-site interviews, as he is a Registered Dietician. She is very interested in the OB practice here and would be available July 2022. • Advocacy: <ul style="list-style-type: none"> ○ Ramona able to join with members of WSHA and various CEO’s in Central Washington to advocate with Congressman Dan Newhouse in order to seek his support on a number of issues. ○ We spoke to him on COVID-19, our surge capacity, staffing concerns and how we have utilized the Provider Relief Funds. ○ We asked him to support HR-4735 that extends the use of unspent Provider Relief Funds. ○ We have asked him to support hospitals in being able to maintain 340B programs. ○ We asked him to support reauthorization of the Conrad-30 space J1Visa program and to increase nurse training and support. ○ We have asked him to support continued waivers beyond the Pandemic for extended Telehealth services. • Question from Commissioner Clea Pryor, when will we have more info on the booster shot? <ul style="list-style-type: none"> ○ Not recommending this unless a person is compromised
CONCLUSIONS	

10 MINS

CFO UPDATE

KELLY HUGHES

DISCUSSION	<ul style="list-style-type: none"> • Board Governance Policy 1.4 was distributed prior to meeting; we are in compliance with this policy content.
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	<ul style="list-style-type: none"> The July Finances were distributed prior to the meeting 	
	<ul style="list-style-type: none"> Financial Update <ul style="list-style-type: none"> July 2021 gain <ul style="list-style-type: none"> Actual: \$326,630 Budgeted: \$70,583 Year to date gain <ul style="list-style-type: none"> Actual: \$2,166,107 Budgeted: \$482,661 	
	<ul style="list-style-type: none"> Financial Metrics <ul style="list-style-type: none"> Days in Account Receivable: 89 Days Days Cash on Hand: 23 Days Gross Patient Revenue: \$5,065,070 (Above Budget by \$404,179) Total Operating Revenue: \$3,227,898 (Above Budget by \$309,452) Operating Expense: \$2,848,128 (Above Budget by \$25,185) 	
	<ul style="list-style-type: none"> HUD update: We are currently delayed in this process; we are hoping to close around September 23rd. We have requested the invoices for the capital equipment requested if the refinancing is approved. 	
RESOLUTIONS	<ul style="list-style-type: none"> Financial Resolutions: <ul style="list-style-type: none"> Resolution 1148 - Payment of Warrants July 2021 - Commissioners were provided information regarding Accounts Payable Warrants # 606102943 through #606103294 totaling \$ 1,816,358.15 and Payroll Warrants #312959015 through #315640867 totaling \$1,200,311.86 for June. Resolution 1149 - Indigent Care July 2021- Commissioner were provided Indigent Care cases in the amount of \$2,856.20 Resolution 1150 - Bad Debt July 2021 - Commissioners were provided with Bad Debt, amounts of \$48,394.51 as identified in the listings for June 2021. Resolution 1155 - Petty Cash Location 	
CONCLUSIONS	Commissioner Geary Oliver moved for approval on all financial resolutions. The motion was seconded by Commissioner Kris Hare. Motion carried.	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Financial resolutions were approved	Geary Oliver & Kris Hare	✓

10 MINS

CMO UPDATE

DR. HSIEH

DISCUSSION	<ul style="list-style-type: none"> COVID update: <ul style="list-style-type: none"> COVID breakthrough is not uncommon <ul style="list-style-type: none"> Being vaccinated is not 100% immunity. Cerner implementation <ul style="list-style-type: none"> Working on Patient Experience Work flow issues <ul style="list-style-type: none"> Org chart in process Clinic <ul style="list-style-type: none"> We're still looking for a temporary fill in for Dr. McConnell We will continue to look for a second PA since Kayla isn't coming. New rounding rotation schedules beginning in Oct Medical staff coordinator has been hired, Laketha Jordan. Thank you to Providers for all your hard work. Surgery <ul style="list-style-type: none"> August cases - 49 Continue elective cases for right now, evaluating PPE levels and monitoring proclamations. Wound Care
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	<ul style="list-style-type: none"> ○ Working with Ritzville to start a referral process and help them build a wound care program. ● Hospital/OB <ul style="list-style-type: none"> ○ Dr. Lu - coming in Oct, she will be per diem and has agreed to help in the ER. ○ Intensive Care via telehealth ○ OB training ongoing ● Miscellaneous <ul style="list-style-type: none"> ○ Bylaw committee has meeting, 60% done with Medical Staff Bylaws ○ Provider retreat has been canceled
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CNO UPDATE

MARLENE ELLIOTT

DISCUSSION	<ul style="list-style-type: none"> ● Difficulty transferring patients, nurse leaders are planning next steps for their departments. ● Working on brining on a tele-intensivist ● Ventilation training is ongoing for nursing staff ● Pooling all RNs from specialty departments to create staffing tree ● We received a \$100,000 grant. <ul style="list-style-type: none"> ○ These funds will go towards new whirlpool bathtubs, training for nursing staff and other equipment. ● Surgery teams are working with HIS on a colonoscopy referral process ● ER has added a midshift RN, looking for 2 RN positions.
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5 MINS

NEW BUSINESS

BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none"> ● Refinance project approvals: <ul style="list-style-type: none"> ○ Approve roofing project - has to be done before winter, roof over laundry building. <ul style="list-style-type: none"> ▪ Amount: \$52,698.75 (could be more) ○ Approve COVID testing lab equipment - 2 hour testing turnaround time, this will help with staffing. <ul style="list-style-type: none"> ▪ Amount: \$55,000 ○ Approve OB equipment - Radiant warmers, we will use grant funding for this project. <ul style="list-style-type: none"> ▪ Amount: \$28,823
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CONCLUSIONS	<ul style="list-style-type: none"> ● Commissioner Clea Pryor made a motion to approve the funding for these 3 projects. Commissioner Kris Hare seconded the motion. Motion carried.
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ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
<ul style="list-style-type: none"> ● Approval of funding for projects 	Clea Pryor & Kris Hare	✓

10 MINS

NEXT BOARD MEETING DATE AND TIME

BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none"> ○ September 27th @ 6:00pm
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CONCLUSIONS	
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ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Continue to meet via zoom		

20 MINS

EXECUTIVE SESSION

BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none"> ● N/A
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CONCLUSIONS	N/A
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ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
N/A		

2 MINS **CREDENTIALING** BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none"> Commissioner Kris Hare made a motion to approve the credentialing as presented. The motion was seconded by Commissioner Clea Pryor. Motion carried. 	
CONCLUSIONS	<ul style="list-style-type: none"> Credentialing privileges were approved for the following providers <ul style="list-style-type: none"> Benjamin Atkinson, MD Christopher McGlothlen, PA John Victor Cowley, CRNA Ryan Rasmussen, MD 	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Approval of Credentialing	Kris Hare & Clea Pryor	✓
ADJOURNMENT	Meeting was adjourned at 7:30pm	

Respectfully Submitted by:

Approved by:

DocuSigned by:
Leha Neilsen
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9/28/2021

Leha Neilsen
Executive Assistant

DocuSigned by:
Kris Hare
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9/27/2021

Kris Hare
Secretary, Board of Commissioners

