

# Board of Commissioners Meeting

## MINUTES

JANUARY 25, 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	Leha Neilsen
COMMISSIONERS	Commissioner Kris Hare, Commissioner Geary Oliver, Commissioner Jerry Kennedy, Commissioner Clea Pryor, Commissioner Brad Parrish
ATTENDEES	Ramona Hicks, Kelly Hughes, Dr. Hsieh, Marlene Elliott, Leha Neilsen, Joyce Bodeau, Natalie Dennis, Shawn Groh, Penny Lewis, Teresa Herdrick, Heather McCleary, Scott Hunter
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.
ROLL CALL	Commissioner Kennedy, Commissioner Hare, Commissioner Oliver, Commissioner Pryor, and Commissioner Parrish were all in attendance.

## Agenda topics

5 MINS

APPROVAL OF MINUTES

BOARD OF COMMISSIONERS

DISCUSSION	The minutes of the regular meeting minutes from the 2021 Budget hearing, the Special Board meeting and the Regular November Board meeting were distributed prior to the meeting.	
CONCLUSIONS	Commissioner Kris Hare moved for approval of all minutes that were presented. The motion was seconded by Commissioner Brad Parrish. Motion carried.	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Approval of previous meeting minutes	Kris Hare & Brad Parrish	✓

20MINS

CEO UPDATE

RAMONA HICKS

DISCUSSION	<ul style="list-style-type: none"> <li>• COVID-19 - Our community positivity rate has tripled in the last couple of weeks and we are hovering around 17%, we have had at least 1-3 COVID positive patients at any time in the hospital, and continue to see a number of COVID positive patients in clinic and in the Emergency Room.             <ul style="list-style-type: none"> <li>○ We have had minimal positive staff in the last month, and no critical staffing shortages.</li> <li>○ Our Long Term Swing residents continue to remain COVID free at this time.</li> </ul> </li> <li>• COVID-19 vaccine - We have contracted with Prevention Northwest an immunization company out of Spokane.             <ul style="list-style-type: none"> <li>○ We have also partnered with Samaritan Hospital as we are members of the Grand Columbia Health Alliance, and the Grant County Health District to offer curbside vaccinations.</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>○ Teams are working diligently to get our staff and our community safely vaccinated, to date we have not had any life threatening adverse reactions.</li> <li>• Cerner - The implementation which began December 7th has had its challenges as is to be expected in a new system.             <ul style="list-style-type: none"> <li>○ Cerner has been responsive and the team is working together with them. Kudos to our internal Cerner team who have worked tirelessly to make this conversion successful.</li> </ul> </li> <li>• Community Health Needs Assessment (CHNA)-             <ul style="list-style-type: none"> <li>○ HealthFac who is completing our CHNA will be eliciting community feedback through a survey where a link will be posted both on our Facebook and our website.</li> <li>○ This information will allow them to complete the CHNA. I am asking that you promote completion of this survey so that we can have a full understanding of what our community is desiring regarding their needs and our services.</li> </ul> </li> <li>• University of Washington WWAMI Program-             <ul style="list-style-type: none"> <li>○ Ramona was invited to sit on a panel to speak on Rural Heath and Tribal relations along with Dr. John McCarthy and Dr. Geoffry Jones as well as a number of speakers to an up and coming WWAMI class.</li> <li>○ Our organizations efforts in regards to developing tribal relations hosting the powwows and use of the Teepee for spiritual ceremonies was recognized.</li> </ul> </li> <li>• Dr. Roy Myers will be on sabbatical from February 1st until May 5th, and will be returning part-time afterwards.</li> <li>• Washington Rural Health Collaborative WRHC             <ul style="list-style-type: none"> <li>○ The collaborative came to us through our Compliance Officer Joyce Bodeau, who has been attending regular meetings with their compliance committee for several years and who has found this relationship to be invaluable in her work.</li> <li>○ Ramona has decided that CMC will join this collaborative, there will be an onboard meeting scheduled with the leadership team on February 4<sup>th</sup>.</li> </ul> </li> </ul>
<p>CONCLUSIONS</p>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

10 MINS

CFO UPDATE

KELLY HUGHES

<p>DISCUSSION</p>	<ul style="list-style-type: none"> <li>• Board Governance Policy 1.4 was distributed prior to meeting; we are in compliance with this policy content. Commissioner Clea Pryor moved for approval to accept Governance Policy 1.4. The motion was seconded by Commissioners Kris Hare. Motion carried.</li> <li>• The Finance team has transitioned to the new accounting software, Multiview. Kelly reviewed the balance sheets and the income statement with the Board.</li> </ul>
	<ul style="list-style-type: none"> <li>• NOV 2020 Gain \$1,127,516</li> <li>• YEAR TO DATE GAIN \$1,000,730</li> <li>• Currently Reserved on Books - \$3,980,845             <ul style="list-style-type: none"> <li>○ Medicaid 2018 Cost Report Due \$847,952 (Monthly payments of \$121,136 Payments ending June 2021)</li> <li>○ Medicaid 2019 Cost Report payable \$1.1M (payment plan starts Feb 2021)</li> <li>○ Medicare 2020 Proposed Cost Report Payable - \$2M Estimate</li> </ul> </li> </ul>
<p>RESOLUTIONS</p>	<p><b><u>Financial Resolutions</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>Resolution 1124 - Payment of Warrants November &amp; December 2020</u></b> - Accounts Payable Warrants #606100292 through #606100839 totaling \$1,662,807.52 and Payroll Warrants voucher #274867734 through # 277379884 totaling \$927,444.60 for November. Accounts Payable Warrants #606100840 through #606101362 totaling \$1,266,724 and Payroll Warrants voucher #279869196 through # 284940877 totaling \$1,393,870.25 for December.</li> <li>• <b><u>Resolution 1125 - Bad Debt November &amp; December 2020</u></b> - Commissioners were provided with Bad Debt, amounts of \$ 163,680.14 and \$322,036.50 as identified in the listings for November and December 2020.</li> </ul>



	<ul style="list-style-type: none"> <li>• <b>Resolution 1126 - Charity Care December 2020-</b> Commissioner were provided Charity Care cases in the amount of <b>\$35,884.53</b>.</li> <li>• <b>Resolution 1127 -</b> Amend the 2021 Budget for additional funding</li> <li>• <b>Resolution 1128 -</b> Surplus of equipment</li> </ul>	
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	✓

5 MINS

## CMO UPDATE

DR. HSIEH

DISCUSSION	<ul style="list-style-type: none"> <li>• Dr. Hsieh updated the Board on the medical perspective of COVID and the work that is being done.</li> <li>• Teams have scheduled weekly Cerner support meetings to help the transition go a bit more smoothly.</li> <li>• Working on scheduling to fill the clinic provider's schedules.</li> <li>• Dr. Myers will be on sabbatical beginning in March and returning in May.</li> <li>• New student rotations will begin in the coming weeks.</li> <li>• Dr. McConnell will be taking over as the RHC Medical Director, the medical staff will be working on new goals for the 2021 calendar year.</li> <li>• Still looking for a new location for wound care and outpatient.</li> <li>• Dr. Knox will be able to do independent C-section procedure in the coming months.</li> <li>• The search for an orthopedic surgeon continues.</li> <li>• Dr. Hsieh is also using the WRHC collaborative.</li> <li>• Working on some marketing materials for the specialty service lines.</li> <li>• Shoshannah has been working to put a survey together for cancer survivors in our community.</li> <li>• Working on updating the website.</li> </ul>
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5 MINS

## CNO UPDATE

MARLENE ELLIOTT

DISCUSSION	<ul style="list-style-type: none"> <li>• COVID-19 work continues, we have about 47% of our staff vaccinated, working to get the first tier of the community vaccinated too.</li> <li>• Nurse managers continue to work on implementing Cerner in their departments.</li> <li>• Working on some new policies regarding the new law being put in place regarding mandatory breaks for RN's and NAC's</li> <li>• If you qualify and are wanting to get the COVID vaccine please call and make an appointment, the appointments are made through Samaritan. More information can be found @ <a href="http://www.samaritanhealthcare.com">www.samaritanhealthcare.com</a></li> </ul>
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10 MINS

## NEW BUSINESS

BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none"> <li>• Election of Board officers</li> <li>• Board Committee assignments</li> <li>• Review Board of Commissioners activity calendar</li> </ul>	
CONCLUSIONS	<ul style="list-style-type: none"> <li>• After discussion a motion was made by Brad Parrish to keep the Board officers and committee assignments the same as the previous year. The motion was seconded by Commissioner Kris Hare. Motion carried.</li> <li>• The activity calendar will remain the same and will be reviewed when needed. Leha will process all documents needing signature through DocuSign. The January calendar events were unanimously approved by the Board.</li> </ul>	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED




10 MINS			NEXT BOARD MEETING DATE AND TIME			BOARD OF COMMISSIONERS		
DISCUSSION		<ul style="list-style-type: none"> <li>February 22<sup>nd</sup> at 6:00pm via zoom</li> </ul>						
CONCLUSIONS								
ACTION ITEMS				PERSON RESPONSIBLE		MOTION CARRIED		

20 MINS			EXECUTIVE SESSION			BOARD OF COMMISSIONERS		
DISCUSSION		<ul style="list-style-type: none"> <li>Commissioner Jerry Kennedy closed the regular Board meeting at 7:12 pm for an Executive Session, regarding RCW 42.30.110(1)(g), to last for 10 minutes, to reconvene at 7:22. Open meeting reconvened.</li> </ul>						
CONCLUSIONS		N/A						
ACTION ITEMS				PERSON RESPONSIBLE		MOTION CARRIED		
N/A								


2 MINS			CREDENTIALING			BOARD OF COMMISSIONERS		
DISCUSSION		<ul style="list-style-type: none"> <li>Credentialing was presented prior to the meeting. Commissioner Clea Pryor moved to approve credentialing as presented. Motion was seconded by Commissioner Geary Oliver. Motion carried.</li> </ul>						
CONCLUSIONS								
ACTION ITEMS				PERSON RESPONSIBLE		MOTION CARRIED		
Approval of Credentialing				Clea Pryor & Geary Oliver				
ADJOURNMENT		Commissioner Geary Oliver moved to adjourn the meeting. Motion was seconded by Kris Hare. Meeting adjourned at 7:25pm.						

Respectfully Submitted by:

Approved by:

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 Leha Neilsen 2/22/2021  
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**Leha Neilsen**  
 Executive Assistant

DocuSigned by:  
 Kris Hare 2/22/2021  
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**Kris Hare**  
 Secretary, Board of Commissioners

