

# Board of Commissioners Meeting

## MINUTES

SEPTEMBER 27, 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 Jerry Kennedy, Commissioner Clea Pryor, Commissioner Brad Parrish, Commissioner Geary Oliver
ATTENDEES	Dr. Hsieh, Ramona Hicks, Kelly Hughes, Leha Neilsen, Heather McCleary, Natalie Dennis, Sharon Gilmore, Jess Hendrix, Penny Lewis, Shawn Groh, John Stindt
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

### APPROVAL OF MINUTES

BOARD OF COMMISSIONERS

DISCUSSION	The minutes from the August Board meeting and the Special Board meeting from Sept 20 <sup>th</sup> and 21 <sup>st</sup> were distributed prior to the meeting.	
CONCLUSIONS	Commissioner Kris Hare moved for approval of minutes that were presented. The motion was seconded by Commissioner Clea Pryor. Motion carried.	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Approval of previous meeting minutes	Kris Hare & Clea Pryor	✓

20MINS

### CEO UPDATE

RAMONA HICKS

DISCUSSION	<ul style="list-style-type: none"> <li>• COVID-19 update:             <ul style="list-style-type: none"> <li>○ We continue to be in the midst of a 5th wave and sequencing continues to show the vast majority of infections are Delta.                 <ul style="list-style-type: none"> <li>▪ We have had patients admitted to the hospital, but not at the same pace as we did a few weeks ago.</li> <li>▪ We continue to experience difficulties and delays in transferring patients, both COVID and non-COVID patients.</li> <li>▪ We have adequate supplies of PPE.</li> </ul> </li> <li>○ Since the Governor's Mandate was released we have been working through the process with employees.                 <ul style="list-style-type: none"> <li>▪ At this time, it appears that we will have about 15-20 accommodations.</li> <li>▪ Each accommodation is on a case by case basis, looking at 2 areas, the request- whether it is medical or religious and the ability to maintain the safety of the employee, staff and patients.</li> </ul> </li> </ul> </li> </ul>
------------	---



- The state is holding weekly briefings again, regarding our likely movement into Crisis Standards of Care.
  - We were recently informed that 3 hospitals to the Northwest of us in the Okanogan Valley were functioning under Crisis Standards of Care.
  - Multiple hospitals around us have stopped all non-emergent procedures at this time we are able to continue with all procedures, and are in communication with others to see if we can help perform some needed procedures for their patients.
  - The Department of Health is very concerned about the states capacity and ability to transfer to higher level of care patients needing ICU capabilities.
  - We are working with the REDI Coalition in the event we must institute Crisis Standards of Care.
- Dr. Jennifer Knox, MD will be appearing in a live zoom event speaking about all things Covid-19 vaccination on September 28th at 6:30pm, entitled "Ask VaxFacts".
  - This event is co-sponsored and in collaboration by our local Rotary Club and Grant County Health District. GCHD is paying out of their COVID funds for the marketing of this event.
  - The event is featured in the Washington State Hospital Association's daily post.
- Please refer to The Star newspaper for COVID-19 testing guidelines.
- Our latest COVID-19 testing machine with a 2-hour turnaround time should be up and running by the end of the month.
- Intensivist/ ICU support telemedicine:
  - We are moving forward with the Department of Defense for their telehealth intensivist platform.
- Update on key personnel searches:
  - Interviews are scheduled Monday September 27th with Dr. Ouellette and her husband Alex, who is a Registered Dietician.
  - We are looking for dates to interview Dr. Beikirch
  - We are moving forward with Nneka Asiamigbe, PA-C she and her husband are moving to the area and her first day of orientation will be Oct. 27th.
- Refinancing:
  - DONE!
- CNO update:
  - Marlene Elliott, RN earned her NRHA Rural Hospital CNO Certification!
- Advocacy:
  - Ramona able to join with members of WSHA and various CEO's in Central Washington to advocate with Senator Maria Cantwell in order to seek her support on a number of issues.
  - We spoke to her on COVID-19, our surge capacity, staffing concerns and how we have utilized the Provider Relief Funds.
  - We asked her to support HR-4735 that extends the use of unspent Provider Relief Funds.
  - We have asked her to support hospitals in being able to maintain 340B programs.
  - We asked her to support reauthorization of the Conrad-30 space J1Visa program and to increase nurse training and support.
  - We have asked her to support continued waivers beyond the Pandemic for extended Telehealth services.
- Commissioner Betty Jean Brueske:
  - A donation has been made by Bruce Brueske in memory of late Commissioner Betty Brueske.
  - This donation has been deposited on behave of Betty and Bruce and is to be used for the Long Term Swing resident's activities fund.

	<ul style="list-style-type: none"> <li>• Lab update: <ul style="list-style-type: none"> <li>○ Penny Lewis updated the Board on the new COVID testing equipment, this will allow us to offer 2-hour testing.</li> </ul> </li> </ul>
CONCLUSIONS	

10 MINS

## CFO UPDATE

KELLY HUGHES

DISCUSSION	<ul style="list-style-type: none"> <li>• HUD Refinancing project is done. We closed last Thursday, and are working to get the new capital equipment ordered.</li> <li>• Board Governance Policy 1.4 was distributed prior to meeting; we are in compliance with this policy content.</li> <li>• The August Finances were distributed prior to the meeting</li> </ul>
	<ul style="list-style-type: none"> <li>• Financial Update <ul style="list-style-type: none"> <li>○ August 2021 loss <ul style="list-style-type: none"> <li>▪ Actual: \$281,242</li> <li>▪ Budgeted: \$70,583</li> </ul> </li> <li>○ Year to date gain <ul style="list-style-type: none"> <li>▪ Actual: \$1,892,931</li> <li>▪ Budgeted: \$553,244</li> </ul> </li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>• 3rd Party Payables/Receivables <ul style="list-style-type: none"> <li>○ Medicaid Payable: \$309,897 <ul style="list-style-type: none"> <li>▪ 2019 Cost Report Due \$394,908 (4 Payments Remaining)</li> <li>▪ 2018 DSH Payable \$571,000 (due in 2022)</li> <li>▪ 2020 Cost Report Receivable (\$656,000)</li> </ul> </li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>• Medicare Receivable: \$209,911 Booked in May, Payment Not Received</li> <li>• We will be doing an interim Cost Report at the end of August to determine if there will be a receivable paid by Medicare for the first half of 2021.</li> </ul>
	<ul style="list-style-type: none"> <li>• Financial Metrics <ul style="list-style-type: none"> <li>○ Days in Account Receivable: 84 Days</li> <li>○ Days Cash on Hand: 22 Days</li> <li>○ Gross Patient Revenue: \$4,937,809 (Above Budget by \$276,918)</li> <li>○ Total Operating Revenue: \$2,801,411 (Under Budget by \$117,035)</li> <li>○ Operating Expense: \$3,031,320 (Above Budget by \$208,378)</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>• Information was distributed prior to the meeting regarding a transfer of voted GO Bond Funds to the General Fund. <ul style="list-style-type: none"> <li>○ A motion was made by Commissioner Geary Oliver to transfer funds in 660.006-002 Voted GO Bond Funds remaining from original Hospital Bond Account to General Fund 660-006-001, in the amount of \$36,521.46. The motion was seconded by Commissioner Kris Hare. Motion carried.</li> </ul> </li> <li>• <b>Resolution 1156</b> - Authorize new bank account for governmental insurance payments to be deposited with North Cascades Bank and then swept into fund with Grant County Treasurer</li> <li>• <b>Resolution 1157</b> - Authorize Investment Fund to be opened for the new Non-Tax Revenue Fund 660-006-030 opened with the County Treasurer. <ul style="list-style-type: none"> <li>○ Commissioner Clea Pryor moved for approval on Resolutions 1156 and 1157. The motion was seconded by Commissioner Brad Parrish. Motion carried</li> </ul> </li> </ul>
RESOLUTIONS	<ul style="list-style-type: none"> <li>• <b>Financial Resolutions:</b> <ul style="list-style-type: none"> <li>○ <b>Resolution 1158 - Payment of Warrants August 2021</b> - Commissioners were provided information regarding Accounts Payable Warrants # 606103633 through #606103955 totaling \$1,767,408.71 and Payroll Warrants #326280194 through #328909169 totaling \$906,564.72 for August.</li> <li>○ <b>Resolution 1159 - Indigent Care August 2021</b>- Commissioner were provided Indigent Care cases in the amount of \$11,077.04</li> <li>○ <b>Resolution 1160 - Bad Debt August 2021</b> - Commissioners were provided with Bad Debt, amounts of \$90,286.69 as identified in the listings for August 2021.</li> </ul> </li> </ul>



<b>CONCLUSIONS</b>	Commissioner Kris Hare moved for approval on all financial resolutions. The motion was seconded by Commissioner Clea Pryor. Motion carried.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>MOTION CARRIED</b>
Transfer of GO Bond Funds Resolutions 1156 & 1157 Resolutions 1158 - 1160	Geary Oliver & Kris Hare Clea Pryor & Brad Parrish Kris Hare & Clea Pryor	✓

10 MINS

**CMO UPDATE**

DR. HSIEH

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• COVID update:             <ul style="list-style-type: none"> <li>○ 3<sup>rd</sup> doses are only recommended for high risk populations at this point.</li> <li>○ COVID breakthrough is not uncommon                 <ul style="list-style-type: none"> <li>▪ Being vaccinated is not 100% immunity.</li> </ul> </li> </ul> </li> <li>• Cerner implementation update:             <ul style="list-style-type: none"> <li>○ Org chart in process</li> </ul> </li> <li>• Clinics update:             <ul style="list-style-type: none"> <li>○ We're still looking for a temporary fill in for Dr. McConnell</li> <li>○ Working to get Nneka Asiamigbe, PA through the credentialing process</li> <li>○ We are looking at staffing issues which may mean that it will slow access in clinic down</li> </ul> </li> <li>• Surgery update:             <ul style="list-style-type: none"> <li>○ August cases - 51</li> <li>○ Continue elective cases for right now, evaluating PPE levels and monitoring proclamations.</li> </ul> </li> <li>• Wound Care update:             <ul style="list-style-type: none"> <li>○ Working with Ritzville to start a referral process and help them build a wound care program.</li> </ul> </li> <li>• Hospital/OB update:             <ul style="list-style-type: none"> <li>○ Dr. Knox has accepted the Acute Care director role.</li> <li>○ Dr. Lu will be starting in November</li> </ul> </li> <li>• ER update:             <ul style="list-style-type: none"> <li>○ Dr. Hsieh recognized all ER providers and Nurses for getting people where they need to go in a time where it is extremely hard to transfer patients.</li> </ul> </li> <li>• Miscellaneous             <ul style="list-style-type: none"> <li>○ Surgery and Endocrinology programs will be changing. Starting in January Dr. Hsu will be seeing patients remotely part time. Dr. Hsieh will be adjusting his schedule but will remain full time.</li> </ul> </li> </ul>
-------------------	--

**CNO UPDATE**

MARLENE ELLIOTT

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• Coulee Medical Center has implemented a Crisis Standards of Care policy and is prepared if this happens.</li> <li>• Working with Nursing leadership on staffing</li> </ul>
-------------------	---

10 MINS

**NEXT BOARD MEETING DATE AND TIME**

BOARD OF COMMISSIONERS

<b>DISCUSSION</b>	○ October 25 <sup>th</sup> @ 6:00pm	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>MOTION CARRIED</b>
Continue to meet via zoom		

20 MINS

**EXECUTIVE SESSION**

BOARD OF COMMISSIONERS



DISCUSSION	• N/A		
CONCLUSIONS	N/A		
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED	
N/A			

2 MINS

**CREDENTIALING**

BOARD OF COMMISSIONERS

DISCUSSION	• Commissioner Clea Pryor made a motion to approve the credentialing as presented. The motion was seconded by Commissioner Kris Hare. Motion carried.		
CONCLUSIONS	<ul style="list-style-type: none"> <li>• Credentialing privileges were approved for the following providers <ul style="list-style-type: none"> <li>○ Jennifer Knox, MD</li> <li>○ Chelsea Brustad, LICSW</li> <li>○ Steven Hoang, DO</li> <li>○ Lise Labiche, MD</li> <li>○ Michael Marvi, MD</li> </ul> </li> </ul>		
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED	
Approval of Credentialing	Clea Pryor & Kris Hare	✓	
ADJOURNMENT	Meeting was adjourned at 7:30pm		

**Respectfully Submitted by:****Approved by:**

DocuSigned by:  
 10/26/2021  
57593C7B274D418...  
**Leha Neilsen**  
Executive Assistant

DocuSigned by:  
 10/26/2021  
BE015D65309F473...  
**Kris Hare**  
Secretary, Board of Commissioners

