

Board of Commissioners Meeting

MINUTES

JUNE 27, 2022

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	Ramona Hicks, Kelly Hughes, Dr. Hsieh, Heather McCleary, Sharon Gilmore, Natalie Dennis, Penny Lewis, Shawn Groh, Joyce Bodeau, Heidi Christian, Jean Clark, Leha Neilsen John Stindt and 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 for this meeting
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 May Board meetings 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 and Clea Pryor	✓

20MINS

CEO UPDATE

RAMONA HICKS

DISCUSSION	<ul style="list-style-type: none"> • COVID-19 update & vaccine: <ul style="list-style-type: none"> ○ Our positivity rate continues to climb. We currently have 9 staff out due to Covid, the last two weeks we've had a total of 12. The infection control nurse is daily needing to move new employees into isolation or quarantine. <ul style="list-style-type: none"> ▪ We continue to see community exposure with staff. We have critical staffing in registration and may have to consider Critical Staff Matrix usage. The United States is seeing high transmission rate. ▪ The County numbers all around us continue to climb and are in the high transmission rate range. WSHA is having conversations with various regulatory entities regarding DOH's concerns about potential inability to transfer patients during this surge and possible interventions to decrease the burden on staff. ▪ Our Infection Control Nurse and Physician advisor believes this is the time to remain vigilant and cautious, we are not out of the woods yet.
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	<ul style="list-style-type: none"> • Overall staffing issues: <ul style="list-style-type: none"> ○ We are seeing staffing issues, to critical staffing issues, in almost all departments especially patient facing, due to a wide variety of issues. <ul style="list-style-type: none"> ▪ As all other medical entities in Washington State and the United States, we are facing what is known now as “The Great Resignation”. Many people have left healthcare jobs and the workforce in general. The impact to CMC has been significant. Not only have people left, but we are seeing a marked increase in staff facing medical issues just as we are seeing with our community. ▪ This has been hard on not only the staff but on their families. Our thoughts and prayers are with the staff facing critical illnesses, this is just one more reason why we need to do all we can to protect the health and wellness of our staff. <ul style="list-style-type: none"> • Our world today is very different today than it was two years ago and the challenges our staff are facing are at times, insurmountable. ○ Our efforts to recruit have to change. One of the ways that we are addressing recruitment is by partnering with Career Connect and Lake Roosevelt High School and their pathways department. We are working together to introduce middle school age children to career opportunities here at CMC with the hopes to encourage them along their educational journey towards careers with us. <ul style="list-style-type: none"> ▪ This approach is a long haul approach and we hope to continue this well into the future. Our belief is that “children cannot be what they cannot see” meaning they need to see what their future could look like at CMC, both with continued education and without. • HPSA Re-evaluation Project and application process: <ul style="list-style-type: none"> ○ HPSA has been resubmitted and we are in a holding pattern. • Advocacy: <ul style="list-style-type: none"> ○ CMC has been asked to be a panel speaker at the WSHA Board meeting scheduled for June 27th, to discuss our advocacy efforts with our community and legislators as we have been a model for Rural Hospitals. • 5th Annual Powwow: <ul style="list-style-type: none"> ○ We are tentatively looking at Thursday, September 15th 2022. • Patient and Family Council: <ul style="list-style-type: none"> ○ No new update, but will remain on report for updates. • Employee Recognition Dinner: <ul style="list-style-type: none"> ○ Tentatively is scheduled for September 14th for in-person dinner at Spring Canyon. • In-person Board meetings: <ul style="list-style-type: none"> ○ Discussion on in-person Board meetings during high transmissibility times. We will continue to monitor covid-19 cases. ○ The Board will meet at the CMC Medical Arts Conference room for the July meeting. A zoom option will continue to be provided for those who want to participate virtually. The conference room can have 8 people in it.
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CONCLUSIONS	
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10 MINS **CFO UPDATE** KELLY HUGHES

DISCUSSION	<ul style="list-style-type: none"> • Financial workbooks were reviewed • Governance Policy 1.4 was distributed prior to the meeting; we are in compliance. • Financial information was distributed prior to the meeting – see hand outs
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<ul style="list-style-type: none"> • Financial Update <ul style="list-style-type: none"> ○ May 2022 Loss <ul style="list-style-type: none"> ▪ Actual: \$108,128 ▪ Budgeted: \$40,968 ○ Year to Date Loss: 	
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	<ul style="list-style-type: none"> ▪ Actual: \$484,821 ▪ Budgeted: \$191,119 	
	<ul style="list-style-type: none"> • Financial Metrics <ul style="list-style-type: none"> ○ Days in Account Receivable: 87 Days ○ Days Cash on Hand: 57 Days ○ Gross Patient Revenue: \$4,991,441 ○ Total Operating Revenue: \$2,835,324 ○ Operating Expense: \$3,000,694 	
	<ul style="list-style-type: none"> • Cash Flow <ul style="list-style-type: none"> ○ May 2022/Month End <ul style="list-style-type: none"> ▪ Deposited from Operations: \$2,318,780 ▪ Paid out for Operations: (\$2,485,957) ▪ Operational Cash Loss: (\$167,177) ▪ Total Cash & Investments Month End: \$5,485,957 	
	<ul style="list-style-type: none"> • Medicaid: Liability Balance is Net of Receivable & Payable - \$271,989 <ul style="list-style-type: none"> ○ 2018 DSH Payable \$571,000 (this is an estimate that was recognized in 2020) ○ 2021 Receivable \$299,000 (Receivable expected Dec 2022/January 2023) • Medicare: Liability Balance is Net of Receivable & Payable - \$199,905 <ul style="list-style-type: none"> ○ 2021 Payable \$881,000 Based on Interim - \$75,871.63/mo (Jan-Nov 2022) ○ 2021 Receivable \$225,000 Based on Final - Will receive late summer • DOH Fiscal Review July 12, 2022 	
RESOLUTIONS	<ul style="list-style-type: none"> • Financial Resolutions: <ul style="list-style-type: none"> ○ Resolution 1187 - Payment of Warrants May 2022 - Commissioners were provided information regarding Accounts Payable Warrants #606106584 through #606106944 totaling \$1,726,982.36 and Payroll Warrants #382446729 through #385542513 totaling \$872,414.26 for May 2022. ○ Resolution 1188 - Bad Debt May 2022 - Commissioners were provided with Bad Debts in the amount of \$34,411.19 for May. ○ Resolution 1189 - Indigent Care -May 2022 - Commissioners were provided Indigent Care cases in the amounts of \$22,574.84 identified in the attached listings for the month of May 2022. 	
CONCLUSIONS	Commissioner Clea Pryor moved for approval on all financial resolutions. The motion was seconded by Commissioner Brad Parrish Motion carried	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Resolutions 1187, 1188, and 1189	Clea Pryor and Brad Parrish	✓
0 MINS	CMO UPDATE	DR. HSIEH
DISCUSSION	<ul style="list-style-type: none"> ○ Clinic update: <ul style="list-style-type: none"> Working on standardization and a deeper dive into provider panels and understanding the complexity of each provider and their patients ○ Trying to build a better balanced panel between all providers that reflects the population ○ Dr. Myers has let us know that he will be staying on till at least December to help us with Walk in ○ We are putting an ad out for walk-in providers ○ Alvina Marris has joined Wendy's team in as the Licensed Behavioral Health manager. • Surgery <ul style="list-style-type: none"> ○ Met our surgery goal of 50 cases in May • Acute <ul style="list-style-type: none"> ○ Hospitalist change - we will start rotations Monday to Monday instead of Tuesday to Tuesday. 	



	<ul style="list-style-type: none"> ○ Dr. Randolph starts soon ● Miscellaneous <ul style="list-style-type: none"> ▪ WSU - Formally accepting their students ▪ We are interviewing a number of candidates for the Medical Staff/CMO assistant and the Student Coordinator ▪ Ablajan’s family will be arriving to town this Wednesday ▪ Dr. Hsieh has completed his FACHE credentials, only 8800 people across America hold this credential. This will build more credibility in healthcare management backed by data and evidenced based management <ul style="list-style-type: none"> ● 10 areas focus <ul style="list-style-type: none"> ○ Healthcare ○ Leadership and management ○ Finance ○ Business ○ Quality and Performance management ○ Human resource ○ Informatics ○ Governance ○ Law and regulations ○ Ethics and professionalism
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QUALITY UPDATE

SHARON GILMORE

DISCUSSION	<ul style="list-style-type: none"> ● Overview of the Quality program: <ul style="list-style-type: none"> ○ Sharon reviewed the work that is being done. <ul style="list-style-type: none"> ▪ DNV Introduction was done last week 12 employees participated from CMC. Gaps were identified, first survey will be done this fall, this will take place of the DOH survey and will look like our CMS DOH survey. ▪ Melissa has applied for mental health first Aid this is a train the trainer type of class ▪ Workplace violence & de-escalation – we are sending three employees offsite to get certified ▪ Melissa is working on completing a certificate in patient safety! ● Clinic measures and quality metrics were reviewed <ul style="list-style-type: none"> ○ We are able to pull new data on these quality metrics thanks to Cerner! ● Patient Safety & Advocacy was reviewed and discussed ● Patient safety issues & complaints were reviewed <ul style="list-style-type: none"> ○ Weekly safety round is being done by the quality team, this has proven to be beneficial so far. ● Risk management was reviewed and discussed ● Infection prevention data was made available ● Performance Improvement discussion <ul style="list-style-type: none"> ○ 2022 quality reporting schedule was discussed, both performance improvement and quality reporting will be done.
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CONCLUSIONS	○ Please reach out to Sharon Gilmore if you have any questions about the Quality and Risk Management programs at CMC.
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ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED

5 MINS

NEW BUSINESS

BOARD OF COMMISSIONERS

DISCUSSION	● Ramona presented a letter regarding the CARE Initiative for Patients & Staff from WSHA.
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	<ul style="list-style-type: none"> ○ All hospitals have been asked to sign a commitment form to commit to participating in this initiative. 	
CONCLUSIONS	Commissioner Kris Hare made a motion approving the CEO to sign the commitment form Commissioner Clea Pryor seconded the motion. Motion Carried	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
<ul style="list-style-type: none"> • Authorizing the CEO to sign the Hospital Commitment to Participate in the CARE for Patients & Staff Initiative 	Kris Hare and Clea Pryor	✓

OLD BUSINESS

BOARD OF COMMISSIONERS

DISCUSSION	N/A	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED

5 MINS

NEXT MEETING DATE AND TIME

BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none"> ○ The next Special Board Workshop will be held July 13th, in person at the red door church in Coulee Dam. (this meeting was later canceled due to various reasons) ○ The next regular Board of Commissioner's meeting will be July 25th at 6:00pm <ul style="list-style-type: none"> ▪ Commissioners will be able to meet in the Medical Arts Conference room, there will also be a zoom option for those wishing to attend virtually. 	
CONCLUSIONS	Next meeting location @ Coulee Medical Center in the Medical Arts Conference room. Room capacity 8 people	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED

5 MINS

EXECUTIVE SESSION

BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none"> ○ Commissioner Jerry Kennedy closed the regular Board meeting at 7:26pm for an Executive Session, regarding RCW 42.30.110(1)(g), to last for 10 minutes, to reconvene at 7:36pm. <ul style="list-style-type: none"> ▪ Open meeting reconvened. 	
CONCLUSIONS	No action was taken	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED

2 MINS

CREDENTIALING

BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none"> • 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"> • Credentialing privileges were approved for the following providers <ul style="list-style-type: none"> ○ Telestroke Reappointment: <ul style="list-style-type: none"> • Sarabjit Atwal, MD • Archit Bhatt, MD • Lindsey Frischmann, MD • James Giles, MD • Lilith Judd, MD • Amit Kansara, MD • Robert Lada, MD • Mimi Lee, MD • Theodore Lowenkopf, MD • Kyle Ogami, MD 	



	<ul style="list-style-type: none"> • Kishan Patel, MD • Andrew Rontal, MD • Biggya Sapkota, MD • Sheila Smith, MD • John Zurasky, MD ○ Coulee Medical Center Initial Appointment: <ul style="list-style-type: none"> • Rita Davis, ARNP- ER • Alvina Marris, PHD 	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Approval of Credentialing	Clea Pryor and Kris Hare	✓
ADJOURNMENT	Meeting was adjourned at 7:41pm	

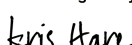
Respectfully Submitted by:

Approved by:

DocuSigned by:

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Leha Neilsen
 Executive Assistant

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Kris Hare
 Secretary, Board of Commissioners

