

# Board of Commissioners Meeting

## MINUTES

JULY 25, 2022

6:00PM

VIA ZOOM

MEETING CALLED BY	Kris Hare
TYPE OF MEETING	Regular Board of Commissioners meeting
FACILITATOR	Kris Hare
RECORDER	Leha Neilsen
COMMISSIONERS	Commissioner Kris Hare, Commissioner Clea Pryor, Commissioner Brad Parrish, Commissioner Geary Oliver
ATTENDEES	Ramona Hicks, Kelly Hughes, Natalie Dennis, Shawn Groh, Joyce Bodeau, Beth Goetz, Misty Braaten, Kraig Fuller, Jessica Hendrix, Jean Clark, Leha Neilsen John Stindt and Scott Hunter
CALL TO ORDER	Board of Commissioners President Kris Hare 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 June Board meetings were distributed prior to the meeting.	
CONCLUSIONS	Commissioner Geary Oliver 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	Geary Oliver & Clea Pryor	✓

20MINS

### CEO UPDATE

RAMONA HICKS

DISCUSSION	<ul style="list-style-type: none"> <li>• COVID-19 update &amp; vaccine:             <ul style="list-style-type: none"> <li>○ We continue to see steady climbs in community transmission and have had multiple instances with staff out for quarantine or isolation.</li> </ul> </li> <li>• Overall staffing issues:             <ul style="list-style-type: none"> <li>○ Staffing remains a challenge in most areas of the hospital</li> </ul> </li> <li>• HPSA Re-evaluation Project and application process:             <ul style="list-style-type: none"> <li>○ We have met with the team who assisted us from the Tribe and believe they have identified where the issue lies with the lowered score and are working to correct this.</li> </ul> </li> <li>• Advocacy:             <ul style="list-style-type: none"> <li>○ On July 21, 2022 we participated in a press conference along with 150 other hospital participants to discuss the critical financial status of Washington Hospitals as a whole along with the serious problems' hospitals are finding themselves in that is adversely affecting CMC in the way of staffing and transfers of patients to higher levels of care.</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>▪ Hospitals all over the Country are facing staffing shortages mainly due to loss of staff, many people are quitting to go work for agency companies or leaving healthcare all together.</li> <li>• Lab Event June 28, 2022:             <ul style="list-style-type: none"> <li>○ This event continues to be an open investigation</li> </ul> </li> <li>• Process/Procedure variance Lab July 8, 2022:             <ul style="list-style-type: none"> <li>○ A process and/or procedure error occurred in the lab on July 8<sup>th</sup> that involved an odor producing event with several Lab staff being mildly affected. During this event the lab was evacuated and the issue was identified and rectified. No issues were reported outside of the lab. This event has been closed.</li> </ul> </li> <li>• 5<sup>th</sup> Annual Powwow:             <ul style="list-style-type: none"> <li>○ We are tentatively looking at Thursday, September 15<sup>th</sup> 2022.</li> </ul> </li> <li>• Patient and Family Council:             <ul style="list-style-type: none"> <li>○ No new update, but will remain on report for updates.</li> </ul> </li> <li>• Employee Recognition Dinner:             <ul style="list-style-type: none"> <li>○ Tentatively is scheduled for September 14<sup>th</sup> for in-person dinner at Spring Canyon.</li> </ul> </li> <li>• In-person Board meetings:             <ul style="list-style-type: none"> <li>○ Discussion on in-person Board meetings during high transmissibility times. We will have discussion on the Board’s wishes during the Board meeting.</li> </ul> </li> <li>• Quality updates will be given Quarterly to the Board</li> <li>• Shout out to our Finance team for doing an awesome job, we have a mock Charity Care audit coming up and this team has done a great job keeping up with the changes to the charity care laws. Thank you Finance team!</li> </ul>
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<b>CONCLUSIONS</b>	
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30MINS	<b>CFO UPDATE</b>	KELLY HUGHES
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<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>▪ The Finances were distributed prior to the meeting – see handouts</li> <li>▪ CMC experienced a loss in June due to the evacuation at the end of the month.</li> </ul>
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<ul style="list-style-type: none"> <li>• Financial Update             <ul style="list-style-type: none"> <li>○ June 2022 Loss                 <ul style="list-style-type: none"> <li>▪ Actual: (\$22,266)</li> <li>▪ Budgeted: \$39,908</li> </ul> </li> <li>○ Year to Date Loss:                 <ul style="list-style-type: none"> <li>▪ Actual: (\$507,087)</li> <li>▪ Budgeted: \$231,027</li> </ul> </li> </ul> </li> </ul>
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<ul style="list-style-type: none"> <li>• Financial Metrics             <ul style="list-style-type: none"> <li>○ Days in Account Receivable: 80 Days</li> <li>○ Days Cash on Hand: 64 Days</li> <li>○ Gross Patient Revenue: \$4,685,957</li> <li>○ Total Operating Revenue: \$2,959,647</li> <li>○ Operating Expense: \$2,946,923</li> </ul> </li> </ul>
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<ul style="list-style-type: none"> <li>• Cash Flow             <ul style="list-style-type: none"> <li>○ June 2022/Month End                 <ul style="list-style-type: none"> <li>▪ Deposited from Operations: \$3,299,282</li> <li>▪ Paid out for Operations: (\$3,345,763)</li> <li>▪ Operational Cash Loss: (\$46,481)</li> </ul> </li> </ul> </li> <li>• Month End Total Cash &amp; Investments: \$5,993,14</li> </ul>
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<ul style="list-style-type: none"> <li>• Medicaid: Liability Balance is Net of Receivable &amp; Payable - \$271,989             <ul style="list-style-type: none"> <li>○ 2018 DSH Payable \$571,000 (this is an estimate that was recognized in 2020)</li> <li>○ 2021 Receivable \$299,000 (Receivable expected Dec 2022/January 2023)</li> </ul> </li> <li>• Medicare: Liability Balance is Net of Receivable &amp; Payable - \$199,905             <ul style="list-style-type: none"> <li>○ 2021 Payable \$881,000 Based on Interim - \$75,871.63/mo (Jan-Nov 2022)</li> <li>○ 2021 Receivable \$225,000 Based on Final - Will receive late summer</li> <li>○ 2018 Desk Review Payable \$136,255 Due August 5th</li> </ul> </li> </ul>
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<ul style="list-style-type: none"> <li>DOH Fiscal Review July 12, 2022, Canceled by DOH and not to be rescheduled</li> <li>Washington State Auditor requested 2023 3-Year Audit instead of 2-year audit because of staff shortages</li> </ul>		
RESOLUTIONS	<ul style="list-style-type: none"> <li><b>Financial Resolutions:</b> <ul style="list-style-type: none"> <li><b>Resolution 1190 – Payment of Warrants June 2022</b> – Commissioners were provided information regarding Accounts Payable Warrants #606106945 through #606107312 totaling \$1,513,497.51 and Payroll Warrants #388911155 through #391782485 totaling \$893,529.63 for June 2022.</li> <li><b>Resolution 1191 – Bad Debt June 2022</b>–Commissioners were provided with Bad Debts in the amount of \$131,700.30 for June.</li> <li><b>Resolution 1192 – Indigent Care –June 2022</b> - Commissioners were provided Indigent Care cases in the amounts of \$8,676.06 identified in the listings for the month of June 2022.</li> </ul> </li> </ul>	
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 1190, 1191, and 1192	Clea Pryor and Brad Parrish	✓
0 MINS	<b>CMO UPDATE</b>	DR. HSIEH
DISCUSSION	N/A	
5 MINS	<b>NEW BUSINESS</b>	BOARD OF COMMISSIONERS
DISCUSSION	<ul style="list-style-type: none"> <li>Ramona notified the Board that Coulee Medical Centers executives are considering changing our insurance from Coverys to an Physicians Insurance.</li> </ul>	
CONCLUSIONS	The Board approved the CEO to change from Coverys to Physicians Insurance	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
	<b>OLD BUSINESS</b>	BOARD OF COMMISSIONERS
DISCUSSION	N/A	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
5 MINS	<b>NEXT MEETING DATE AND TIME</b>	BOARD OF COMMISSIONERS
DISCUSSION	<ul style="list-style-type: none"> <li>August 29<sup>th</sup> hybrid option</li> </ul>	
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	<b>EXECUTIVE SESSION</b>	BOARD OF COMMISSIONERS
DISCUSSION	<ul style="list-style-type: none"> <li>Commissioner Kris Hare closed the regular Board meeting at 6:51pm for an Executive Session, regarding RCW 42.30.110(1)(g), to last for 10 minutes, to reconvene at 7:01pm. <ul style="list-style-type: none"> <li>Open meeting reconvened.</li> </ul> </li> </ul>	
CONCLUSIONS	No action was taken	

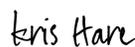
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
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2 MINS <span style="float: right;">BOARD OF COMMISSIONERS</span>		
<b>CREDENTIALING</b>		
DISCUSSION	<ul style="list-style-type: none"> <li>Commissioner Clea Pryor made a motion to approve the credentialing as presented. The motion was seconded by Commissioner Geary Oliver. Motion carried.</li> </ul>	
CONCLUSIONS	<ul style="list-style-type: none"> <li>Credentialing privileges were approved for the following providers                             <ul style="list-style-type: none"> <li>Charles Randolph, MD</li> </ul> </li> </ul>	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Approval of Credentialing	Clea Pryor and Geary Oliver	✓
ADJOURNMENT	Meeting was adjourned at 7:05pm	

**Respectfully Submitted by:**

DocuSigned by:  
  
 57593C7B274D418... 8/30/2022

**Leha Neilsen**  
 Executive Assistant

**Approved by:**

DocuSigned by:  
  
 BE015D65309F473... 8/30/2022

**Kris Hare**  
 Secretary, Board of Commissioners

