

Board of Commissioners Meeting

MINUTES

JANUARY 30, 2023

6:00PM

VIA ZOOM

MEETING CALLED BY	Jerry Kennedy
TYPE OF MEETING	Regular Board of Commissioners meeting
FACILITATOR	Jerry Kennedy
RECORDER	Leha Neilsen
COMMISSIONERS	Commissioner Jerry Kennedy, Commissioner Kris Hare, Commissioner Clea Pryor, Commissioner Geary Oliver, Commissioner Brad Parrish
ATTENDEES	Ramona Hicks, Kelly Hughes, Natalie Dennis, Shawn Groh, Joyce Bodeau, Heather McCleary, Jessica Hendrix, Doree Shimko, Kraig Fuller, Jean Clark, Leha Neilsen, Heidi Christian, Mesha Markwell 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 2022 November Board and Budget meeting minutes 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	✓

5 MINS

CEO UPDATE

BOARD OF COMMISSIONERS

DISCUSSION	<p>COVID-19 and Respiratory update & vaccine:</p> <ul style="list-style-type: none"> Our community levels are low to moderate and we are responding per our policies. <p>Recruitment:</p> <ul style="list-style-type: none"> Though we have had several good candidates for the Lab Director position we have been unsuccessful in recruiting at this time. <p>Dietary update:</p> <ul style="list-style-type: none"> The 2022 Christmas Party was very successful. <p>Rural Advocacy:</p> <ul style="list-style-type: none"> A special thank you to Beth Goetz, RN and all of the other staff who made their voices heard to the legislators regarding the new iteration of the ratio bill. <p>Nursing Recruitment:</p> <ul style="list-style-type: none"> We continue to participate in regional efforts to increase seats available for nurses through the educational system.
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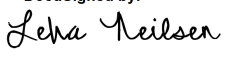


	<p>Clinic update:</p> <ul style="list-style-type: none">o Doree Shimko has joined the team as interim consultant to help us focus on patient flow through and financial viability in the clinic. <p>DNV Survey:</p> <ul style="list-style-type: none">o We experienced our first DNV survey in December 2022. <p>Department of Ecology Survey:</p> <ul style="list-style-type: none">o We had our first DOE survey that was related to the lab event over the summer.o No condition of participation issues was found. <p>Department of Health Lab Survey:</p> <ul style="list-style-type: none">o We also had a DOH Lab survey, again we will have a number of citations, we have not received the report yet. <p>Internal Security:</p> <ul style="list-style-type: none">o After much discussion and review the risk management team are negotiating with the company in an effort to bring our own services online internally. <p>Board Workshop:</p> <ul style="list-style-type: none">o Tentative Meeting March 10th Board Workshop – 9:00am – 3:30pm. <p>Dr. Castrodale has been awarded the UW Medicine Alumni Service award! Congratulations Dr. C!</p>		
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	MOTION CARRIED
10MINS			
CFO UPDATE		KELLY HUGHES	
DISCUSSION	<ul style="list-style-type: none">• The Finances were distributed prior to the meeting – see handouts<ul style="list-style-type: none">o An error was found with the original setup for health insurance in Paycom resulting in over-expensing dental insurance by \$500,000. A credit was made to the expense, giving us a positive bottom line for YTD 2022!		
<p>Kelly reviewed the income statement and the balance sheet.</p> <p>Financial Update</p> <ul style="list-style-type: none">o December 2022 Gain<ul style="list-style-type: none">▪ Actual: \$869,026▪ Budgeted: \$42,860o Year to Date Gain:<ul style="list-style-type: none">▪ Actual: \$155,227▪ Budgeted: \$483,500 <p>Financial Metrics</p> <ul style="list-style-type: none">o Days in Account Receivable: 76 Dayso Days Cash on Hand: 61 Dayso Gross Patient Revenue: \$5,034,573o Total Operating Revenue: \$3,392,989o Operating Expense: \$2,511,309 <p>Cash Flow</p> <ul style="list-style-type: none">o Deposited from Operations: \$2,989,516o Paid out for Operations: (\$3,669,511)o Operational Cash Gain/(Loss): (\$679,994)o Month End Total Cash & Investments: \$5,726,890 <p>Audit/ Reporting</p> <ul style="list-style-type: none">o Cost Report and Audit 2022 have begun with DZA.o DZA is currently reviewing our cash reconciliation process.o 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)			

<ul style="list-style-type: none"> ○ Medicare: Liability Balance is Net of Receivable & Payable \$533,564 <ul style="list-style-type: none"> ▪ 2022 Interim Receivable \$505,000 (Receivable in Feb 2023) 		
RESOLUTIONS	<ul style="list-style-type: none"> • Financial Resolutions: <ul style="list-style-type: none"> ○ Resolution 1214 – Payment of Warrants November and December 2022 – Accounts Payable Warrants #606108799 through #606109192 totaling \$ 1,667,751.08 Payroll Warrants # 423117449 through #426394721 totaling \$867,882.73 for November 2022. And Accounts Payable Warrants #606109193 through #606109606 totaling 1,775,526.56 Payroll Warrants #429813910 through #436799884 totaling \$1,403,738.14 for December 2022. ○ Resolution 1215 – Charity Care – November and December 2022 - Commissioners were provided Charity Care cases in the amount of \$25,948.35 and \$25,440.06 identified in the attached listings for the months of November and December 2022. ○ Resolution 1216 – Bad Debt November and December 2022– Commissioners were provided with Bad Debts in the amount of \$172,608.40 for November and \$81,875.95 for December. • Both of the resolutions below were presented in 2022 but due to a supply shortage we were not able to purchase these items deemed necessary for patient and employee safety. <ul style="list-style-type: none"> ○ Resolution 1217 – Amend the 2023 Budget for additional funding – Employee cross walk project ○ Resolution 1218 – Amend the 2023 Budget for additional funding – security cameras for the Medical Arts Building. 	
CONCLUSIONS	Commissioner Geary Oliver moved for approval on all financial resolutions. The motion was seconded by Commissioner Clea Pryor Motion carried	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Resolutions 1214 – 1218	Geary Oliver & Clea Pryor	<input checked="" type="checkbox"/>
15 MINS	NEW BUSINESS	
DISCUSSION	<ul style="list-style-type: none"> • Waivers and forms for 2023 <ul style="list-style-type: none"> ○ Discussion on the annual forms, this item was tabled and will be discussed at the workshop. • 2023 Board of Commissioner Officers: <ul style="list-style-type: none"> ○ Commissioner Clea Pryor made a motion to re-elect Commissioner Jerry Kennedy as president and Commissioner Kris Hare as secretary. The motion was seconded by Commissioner Geary Oliver <ul style="list-style-type: none"> ▪ President: Jerry Kennedy ▪ Secretary: Kris Hare • 2023 Board member Committee assignments: <ul style="list-style-type: none"> ▪ Discuss it more at the workshop 	
5 MINS	NEXT MEETING DATE AND TIME	
DISCUSSION	The next regular meeting will be held February 26 th Special Board workshop – March 10 th – called by Board Chair Jerry Kennedy.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
A special meeting was called for March 10 th	Jerry Kennedy	<input checked="" type="checkbox"/>
5 MINS	EXECUTIVE SESSION	
DISCUSSION	<ul style="list-style-type: none"> • N/A for this meeting 	
CONCLUSIONS	No action was taken	

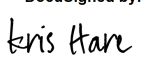
ACTION ITEMS		PERSON RESPONSIBLE	MOTION CARRIED
2 MINS		CREDENTIALING BOARD OF COMMISSIONERS	
DISCUSSION	<ul style="list-style-type: none">Commissioner Kris Hare made a motion to approve the credentialing as presented. The motion was seconded by Commissioner Clea Pryor. Motion carried.		
CONCLUSIONS	<ul style="list-style-type: none">Credentialing privileges were approved for the following providers<ul style="list-style-type: none">James Jordan, MDMaria Recio Restrepo, MDStephanie Persondek, DO OBMichelle Douglas, DO OB LocumRoy Myers, MDJacob Deakins, MD		
ACTION ITEMS		PERSON RESPONSIBLE	MOTION CARRIED
Approval of Credentialing		Kris Hare & Clea Pryor	✓
ADJOURNMENT	Meeting was adjourned at 7:10PM		

Respectfully Submitted by:

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Leha Neilsen
Executive Assistant

Approved by:

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 4/4/2023
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Kris Hare
Secretary, Board of Commissioners

