

Board of Commissioners

Date | time 5/30/2023 6:00 PM | Location zoom meeting

Meeting called by Jerry Kennedy
 Type of meeting Regular Board meeting
 Note taker Leha Neilsen, Executive Support Coordinator
 Timekeeper Leha Neilsen

Board Members: Jerry Kennedy, Commissioner and Board Chair | Commissioner Kris Hare, Commissioner and Board Secretary | Brad Parrish, Commissioner | Geary Oliver, Commissioner | Clea Pryor, Commissioner |

Please Read: Previous meeting minutes pg. 3 -6

Agenda Items

Topic	Presenter	Time allotted
<input type="checkbox"/> Call to Order	Jerry Kennedy	2 mins
<input type="checkbox"/> Introductions and Announcements	Jerry Kennedy	
<input type="checkbox"/> Mission, Vision and Values	Board of Commissioners	5 mins
<input type="checkbox"/> Approve previous meeting minutes <i>May 2023 meeting</i>	<i>Motion requested</i>	2 mins
<input type="checkbox"/> Public Comments		5 mins
<input type="checkbox"/> Chief Executive Officer report	Ramona Hicks	20 mins
<input type="checkbox"/> Chief Financial Officer report	Kelly Hughes	20mins

<input type="checkbox"/>	Financial Resolutions	<i>Motion Requested</i>	10 mins
	<i>Resolution 1236 – Charity Care April 2023</i>		
	<i>Resolution 1237 – Bad Debt April 2023</i>		
	<i>Resolution 1238 – Payment of Warrants April 2023</i>		
<input type="checkbox"/>	Chief Medical Officer report	Dr. Sam Hsieh	20 mins
<input type="checkbox"/>	Board Committee Reports	Board of Commissioners	5mins
<input type="checkbox"/>	Next Meeting date and time	Board of Commissioners	
	<i>July 31st @ 6:00pm</i>		
<input type="checkbox"/>	Executive Session:		
	<i>RCW 42.30.110(1)(g)</i>	Jerry Kennedy	
<input type="checkbox"/>	Credentialing	<i>Motion requested</i>	
	<i>Approval of June Credentialing</i>		
<input type="checkbox"/>	Adjournment	<i>Motion requested</i>	

Agenda Details

Drafted previous meeting minutes | May 26, 2023

5 MINS

APPROVAL OF MINUTES

BOARD OF COMMISSIONERS

Discussion	The 2023 April Board 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 Brad Parrish. Motion carried.		
Action items		Person responsible	Motion carried
Approved previous meeting minutes		Leha Neilsen	Unanimously

25 MINS

2022 DZA AUDIT

TOM DINGUS

DISCUSSION	<ul style="list-style-type: none">Audited financials and reports were distributed prior to the meeting<ul style="list-style-type: none">The 2022 audit was presented and discussed, CMC saw a loss in 2022.		
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	MOTION CARRIED
<ul style="list-style-type: none">DZA Audit		Kelly Hughes	

10MINS

CEO UPDATE

RAMONA HICKS

Discussion	<ul style="list-style-type: none">The walk-in clinic has returned to the main building, patients and staff are happy. Our CMC cafe is open to the public.The search for a lab manager continues, we have some interviews scheduled for this week.We continue to look for an OB FP providerWe have reopened the café to the community members of the community have returned and are very happy that we are here for them.<ul style="list-style-type: none">We have a brand new hot case in that department.Rural Advocacy, legislative updates have been in our favor lately, due to the efforts from WSHAThe lab has passed their follow up survey.Moving security in-house, we have parted ways with the company we had, this department will go under Kraig.Full day Board workshop - looking at mid-late September for a date, the first week in Sept or 18th or 19th Sept. (no final decisions were made.)Restructure of the organization is going very well, Ramona gave kudos to the new senior directors for stepping up and working together to mitigate issues.Governance Policies 1.0 and 1.1 were distributed prior to the meeting.
------------	--

10MINS		CFO UPDATE	KELLY HUGHES
Discussion	<ul style="list-style-type: none"> Financials were distributed prior to the meeting. CMC saw a gain in April <ul style="list-style-type: none"> April 2023 Gain \$155,675 Year to Date (YTD) Gain: \$920,989. Cash flow progress: <ul style="list-style-type: none"> Deposited from Operations: \$3,188,709 Paid out for Operations: (\$2,870,852) Operational Cash Gain/(Loss): \$317,857 Financial Metrics <ul style="list-style-type: none"> Month End Total Cash & Investments: \$7,374,044 AR - 60 Days of Cash on Hand 75 Gross Patient Rev – 5,082,411 Operating Rev: \$3,018,535 Total Operating Expense: \$2,857,909 3rd party payables <ul style="list-style-type: none"> Medicaid Liability Balance \$1,230,336 2018 DSH Payable \$571,000 (this will be paid in June) 2018 Cost Report Final Payable \$92,410 (paid in May) 2022 Medicaid Payable \$580,000 (overpaid based on 2020 costs) (payment plan to be set up) Medicare: Liability Balance is \$301,900 (Receivable for 2022 Cost Report) Financial Reports for 2022 to be sent to HUD May 30, 2023 2022 Annual Report submitted to State Auditor Office Governance Policy 1.4 is in compliance Mesirow reports - none of our funds are on the watch list 		
RESOLUTIONS	<ul style="list-style-type: none"> Financial Resolutions: <ul style="list-style-type: none"> Resolution 1229 – Petty Cash Locations-We no longer need a location for the walk-in clinic in the Medical Arts Conference Room. Resolution 1230 – Payment of Warrants April 2023 – Accounts Payable Warrants #606110702 through #606111072 totaling \$1,441,028.58 and Payroll Warrants totaling \$996,348.20 for April 2023. Resolution 1231 – Charity Care – April 2023 - Commissioners were provided Charity Care cases in the amount of \$25,390.13 identified in the attached listings for the month of April 2023 Resolution 1232 – Bad Debt April 2023—Commissioners were provided with Bad Debts in the amount of \$107,913.50 for April. Resolution 1233 – Budget amendment requesting an additional \$7,500 for equipment repairs Resolution 1234 – Budget amendment requesting an additional \$35,000 for a service agreement between Coulee Medical and Savista (third party utilization review company) Resolution 1235 – Budget amendment requesting an additional \$40,000 to continue tele-stroke services with Providence 		
CONCLUSIONS	Commissioner Clea Pryor moved for approval on all financial resolutions. The motion was seconded by Commissioner Kris Hare, Motion carried.		
ACTION ITEMS		PERSON RESPONSIBLE	MOTION CARRIED

Resolutions 1229 - 1235	Leha Neilsen/Shawn Groh	<input checked="" type="checkbox"/>
-------------------------	-------------------------	-------------------------------------

2 MINS CMO UPDATE DR. HSIEH

DISCUSSION	<ul style="list-style-type: none"> The Medical Bylaws were approved in the April meeting work continues on the rules and regulation piece. Recruitment: <ul style="list-style-type: none"> We are working to hire more providers and mid-levels Clinic: <ul style="list-style-type: none"> Sarah Damino is helping us with Clinic in July and August - she is applying for OB fellowship this fall, our goal is to keep her here. Working to standardized work flows and no show rates We are starting to see an improvement in morale - patient satisfaction is also trending up moving the walk-in clinic has been extremely beneficial Hospital: <ul style="list-style-type: none"> Dr. Hsieh thanked the board for approving the third-party UR company Surg/Wound/Outpatient: <ul style="list-style-type: none"> The team traveled to Dayton to see their hyperbaric chamber and how they have gone live with. The transportation program at Dayton is great and is its own functioning department - We would like to look into this as an option for CMC. Dayton has a great marketing and grant writing program. Moving forward with Forgut program, starting the middle of next month. Looking to bring Orthopedics back to CMC We have recruited a per diem CRNA and OB Provider ER: <ul style="list-style-type: none"> Tele-stroke with Providence is a great and the medical staff feel this program is extremely beneficial Josh Mayfield - He had a great experience going through our on boarding process. Dr. Hsieh welcomes a Board member to attend MedStaff - the 1st Wednesday at 0900 via zoom 	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
		<input type="checkbox"/>

5 MINS NEXT MEETING DATE AND TIME BOARD OF COMMISSIONERS

DISCUSSION	June 26 th 2023 @ 6:00pm	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
	Leha Neilsen	<input type="checkbox"/>

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"> Christina Mora, MD Norel Smith, CRNA Karen Rimpler, ARNP Hanbing (Hilary) Wang Sarah Dimino, MD 	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Approval of Credentialing	Credentialing Specialist	<input checked="" type="checkbox"/>
Adjournment	Meeting was adjourned at 7:25PM	

Agenda Details: [short overview of agenda item – *Approval/motion requested*]

Special notes and additional information

COULEE MEDICAL CENTER

DOUGLAS, GRANT, LINCOLN, & OKANOGAN COUNTIES PUBLIC HOSPITAL DISTRICT #6

Vision

To be an organization where all people are equal and where the complete well-being of those we serve is our ultimate objective.

Mission

To inspire excellence, as we care for our patients, honor our profession and serve our community.

INSPIRE • CARE • HONOR • SERVE

Values**❖ Integrity**

We serve with integrity by doing what is right, regardless of the difficulty encountered.

❖ Compassion

We offer comfort and security to our patients, families and community by providing hope through heartfelt concern.

❖ Respect

We respect all cultures, beliefs and opinions. We uphold a positive attitude of respect and courtesy.

❖ Competence

We strive to be life-long seekers of wisdom and clinical expertise to ensure our patients receive the highest quality of care. We encourage and support education and the professional growth of staff.

❖ Professionalism

We practice the art of professionalism that embodies appearance, action, communication, competence and respect.

❖ Financial Viability

We strive for balance in providing efficient, innovative, quality care by being responsible stewards of our resources.

Staff Development Goal

To develop a well-trained and competent workforce, who feel prepared and ready to perform their duties in a safe and respectful atmosphere.

- 1a: Customer service – build upon previous training.
- 1b: Training and education – develop staff to their fullest potential.
 - 1b1: Annual education and all required trainings
 - 1b2: Orientation
 - 1b3: Customized for professional growth

Safety Goal

To enhance the overall patient and employee experience in a safe and effective manner, while striving for continual quality improvement.

- 2a: Technology Solutions – Assess, improve and sustain safety and quality of Electronic Health Record and all other technological tools and devices.
- 2b: Quality – Assess, improve and sustain all quality initiatives throughout the organization.
- 2c: De-escalation training – Ensuring a safe environment for patients and employees.
- 2d: Facility security – Assess, improve and sustain security measures.

Employee Experience Goal

To create an environment of respect and recognition of every employee's role in the organization to produce a culture of engagement and satisfaction.

- 3a: Employee empowerment - Hearing your voice and supporting employee councils.
- 3b: Retention – Valuing our current workforce through boosting morale, motivation and recognition.
 - 3b1: Encourage and provide opportunities for growth
- 3c: Recruitment – Carefully evaluate need and fit for positions.
- 3d: Space – Identify each department's immediate and future needs.
 - 3d1: New building expansion to enhance patient care services – Identify funding opportunities and meet financial benchmarks.

Patient Retention and Recruitment Goal

To meet and exceed the wellness needs of those we care for to ensure the long term viability of our organization.

- 4a: Patient and patient family experience – Getting it right the first time, from patient presentation to discharge and beyond.
 - 4a1: Encourage and embrace patient feedback to learn, improve and grow.
- 4b: Service lines – Enhance current services while exploring new opportunities.
- 4c: Marketing – Tell our story and grow our services.