

Board of Commissioners

Date | time 7/31/2023 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>June 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>	5 mins
	<i>Resolution 1239 – Charity Care June 2023</i>		
	<i>Resolution 1240 – Bad Debt June 2023</i>		
	<i>Resolution 1241 – Payment of Warrants June 2023</i>		
<input type="checkbox"/>	Board Committee Reports	Board of Commissioners	5mins
<input type="checkbox"/>	Next Meeting date and time	Board of Commissioners	
	<i>August 28th @ 6:00pm</i>		
<input type="checkbox"/>	Executive Session:	Jerry Kennedy	
	<i>RCW 42.30.110(1)(g)</i>		
<input type="checkbox"/>	Credentialing	<i>Motion requested</i>	
	<i>Approval of July Credentialing</i>		
<input type="checkbox"/>	Adjournment	<i>Motion requested</i>	

Agenda Details

Drafted previous meeting minutes | June 26, 2023

Agenda topics

5 MINS		APPROVAL OF MINUTES		BOARD OF COMMISSIONERS	
Discussion		The 2023 May 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	
10MINS		CEO UPDATE		RAMONA HICKS	
Discussion		<ul style="list-style-type: none">• Ramona is attending the WSHA/AWPHD in Chelan, others will be joining tomorrow.• CMS lifted the vaccine requirements, all staff are back to pre-covid status, so far we aren't seeing more covid cases.• We have hired a lab manager: Felipe Cobos, he has started and has jumped right in and has been meeting with staff.• We continue to recruit for the other open positions• Dr. Castrodale, Beth, Ramona, Kelly and Shoshannah met with the tribe last month to discuss joining efforts on advocating for OB services. They are very interested in partnering with us in this effort.• We are in the process of hiring for internal security and should be able to offer coverage for 7 days a week.• Ramona has decided to hire a CNO, we are facing lots of significant staffing issues - the nurse managers have voiced wanting this position.• WAPAC information was given, Ramona will send an email to the Board			
10MINS		CFO UPDATE		KELLY HUGHES	
Discussion		<ul style="list-style-type: none">• Financials were distributed prior to the meeting.• CMC saw a gain in May<ul style="list-style-type: none">◦ May2023 Gain\$530◦ Year to Date (YTD) Gain: \$921,518• Cash flow progress:<ul style="list-style-type: none">◦ Deposited from Operations: \$3,155,597◦ Paid out for Operations: (\$2,905,084)◦ Operational Cash Gain/(Loss): \$250,513• Financial Metrics			

	<ul style="list-style-type: none">o Month End Total Cash & Investments: \$7,700,966o AR - 60o Days of Cash on Hand 79o Gross Patient Rev – \$5,296,924o Operating Rev: \$3,040,711o Total Operating Expense: \$3,039,014• 3rd party payables<ul style="list-style-type: none">o Medicaid: Liability Balance (\$659,325)o 2018 DSH Payable \$571,000 (this will be paid in May) 2018 Cost Report Final Payable \$92,410 (paid in June)o 2022 Medicaid Payable \$580,000 (overpaid based on 2020 costs) (payment plan to be set up)		
RESOLUTIONS	<ul style="list-style-type: none">• <u>Financial Resolutions:</u><ul style="list-style-type: none">o <u>Resolution 1236 – Charity Care – May 2023</u> - Commissioners were provided Charity Care cases in the amount of \$31,018.85 identified in the attached listings for the month of May 2023.o <u>Resolution 1237 – Bad Debt May 2023</u>—Commissioners were provided with Bad Debts in the amount of \$113,293.50for May.o <u>Resolution 1238 – Payment of Warrants May 2023</u> – Accounts Payable Warrants #606111073 through #606111443 totaling \$1,611,488.11 and Payroll Warrants totaling \$926,388.26 for May 2023.		
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 1236-1238		Leha Neilsen/Shawn Groh	<input checked="" type="checkbox"/>

2 MINS

CMO UPDATE

DR. HSIEH

DISCUSSION	<ul style="list-style-type: none">• Working on provider recruitment• Dr. Randolph is working to bring Travel Medication to CMC to those patients who are traveling outside of the country.• Abajan Haytek is leaving CMC, his last day is next week.• The work continues on the Medical Staff bylaws.• We have a new per diem provider; Dr. Mora she will be helping with OB.• Norell Smith, CRNA has also joined as a per diem employee• Covid testing for surgery policies are changing, we are no longer testing each patient.• We have started the Foregut program, so far this project is going smoothly.<ul style="list-style-type: none">◦ Working on a platform where we invite the community to discuss the forgut program• The ER continues to be busy• Hope has been invited to join a panel at WSU to talk about the student programs.• CMC participated in the local Kids Koulee fest the kids had a great time, we offered a free bike raffle - this event went great for us.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED

		<input type="checkbox"/>
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5 MINS NEXT MEETING DATE AND TIME BOARD OF COMMISSIONERS

DISCUSSION	July 31 st 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 Kris Hare made a motion to approve the credentialing with the exception of the two pending locum providers. 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 Coulee Medical Center Initial Appointment: <ul style="list-style-type: none"> Brittney Lundy, DNAP, CRNA Coulee Medical Center Reappointment: <ul style="list-style-type: none"> Cody Ellefsen, DO Locum Reappointment: <ul style="list-style-type: none"> Byron Burrup, DO – Locum ER pending Linda Greiner, PA – Locum Clinic Jonathan Johns, MD – Locum OB pending 	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Approval of Credentialing	Credentialing Specialist	<input checked="" type="checkbox"/>
Adjournment	Meeting was adjourned at 6:26PM	

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.