

# BOARD OF COMMISSIONERS MEETING

## MINUTES

MAY 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 Brad Parrish
ATTENDEES	Ramona Hicks, Kelly Hughes, Dr. Hsieh, Dr. Castrodale, Shawn Groh, Joyce Bodeau, Kraig Fuller Heather McCleary, Teresa Herdrick, Natalie Dennis, Leha Neilsen, Scott Hunter, Tom Dingus DZA, Matt Thompson SAO, John Stint, HUD
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 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"> <li>Audited financials and reports were distributed prior to the meeting <ul style="list-style-type: none"> <li>The 2022 audit was presented and discussed, CMC saw a loss in 2022.</li> </ul> </li> </ul>
CONCLUSIONS	

Statement of Confidentiality: Quality Assurance data, records, and knowledge, including minutes, collected for or by individuals or committees, or committees assigned peer/professional review functions are confidential, not public records, and not available for court subpoena in accordance with RCW sections 70.41.200, 43.70.510, 4.24.250, 74.42.640, 18.20.390, 70.56.020, and 70.56.040

ACTION ITEMS		PERSON RESPONSIBLE	MOTION CARRIED
<ul style="list-style-type: none"> <li>DZA Audit</li> </ul>		Kelly Hughes	
10MINS	CEO UPDATE		RAMONA HICKS
DISCUSSION	<ul style="list-style-type: none"> <li>The walk-in clinic has returned to the main building, patients and staff are happy. Our CMC cafe is open to the public.</li> <li>The search for a lab manager continues, we have some interviews scheduled for this week.</li> <li>We continue to look for an OB FP provider</li> <li>We 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"> <li>We have a brand new hot case in that department.</li> </ul> </li> <li>Rural Advocacy, legislative updates have been in our favor lately, due to the efforts from WSHA</li> <li>The lab has passed their follow up survey.</li> <li>Moving security in-house, we have parted ways with the company we had, this department will go under Kraig.</li> <li>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.)</li> <li>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.</li> <li>Governance Policies 1.0 and 1.1 were distributed prior to the meeting.</li> </ul>		
10MINS	CFO UPDATE		KELLY HUGHES
DISCUSSION	<ul style="list-style-type: none"> <li>Financials were distributed prior to the meeting.</li> <li>CMC saw a gain in April <ul style="list-style-type: none"> <li>April 2023 Gain \$155,675</li> <li>Year to Date (YTD) Gain: \$920,989.</li> </ul> </li> <li>Cash flow progress: <ul style="list-style-type: none"> <li>Deposited from Operations: \$3,188,709</li> <li>Paid out for Operations: (\$2,870,852)</li> <li>Operational Cash Gain/(Loss): \$317,857</li> </ul> </li> <li>Financial Metrics <ul style="list-style-type: none"> <li>Month End Total Cash &amp; Investments: \$7,374,044</li> <li>AR - 60</li> <li>Days of Cash on Hand 75</li> <li>Gross Patient Rev – 5,082,411</li> <li>Operating Rev: \$3,018,535</li> <li>Total Operating Expense: \$2,857,909</li> </ul> </li> <li>3<sup>rd</sup> party payables <ul style="list-style-type: none"> <li>Medicaid Liability Balance \$1,230,336</li> <li>2018 DSH Payable \$571,000 (this will be paid in June) 2018 Cost Report Final Payable \$92,410 (paid in May)</li> <li>2022 Medicaid Payable \$580,000 (overpaid based on 2020 costs) (payment plan to be set up)</li> <li>Medicare: Liability Balance is \$301,900 (Receivable for 2022 Cost Report)</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>Financial Reports for 2022 to be sent to HUD May 30, 2023</li> <li>2022 Annual Report submitted to State Auditor Office</li> <li>Governance Policy 1.4 is in compliance</li> <li>Mesirow reports - none of our funds are on the watch list</li> </ul>	
RESOLUTIONS	<ul style="list-style-type: none"> <li><b>Financial Resolutions:</b> <ul style="list-style-type: none"> <li><b>Resolution 1229 –</b> Petty Cash Locations-We no longer need a location for the walk-in clinic in the Medical Arts Conference Room.</li> <li><b>Resolution 1230 – Payment of Warrants April 2023 –</b> Accounts Payable Warrants #606110702 through #606111072 totaling \$1,441,028.58 and Payroll Warrants totaling \$996,348.20 for April 2023.</li> <li><b>Resolution 1231 – Charity Care – April 2023 –</b> Commissioners were provided Charity Care cases in the amount of \$25,390.13 identified in the attached listings for the month of April 2023</li> <li><b>Resolution 1232 – Bad Debt April 2023–</b> Commissioners were provided with Bad Debts in the amount of \$107,913.50 for April.</li> <li><b>Resolution 1233 –</b> Budget amendment requesting an additional \$7,500 for equipment repairs</li> <li><b>Resolution 1234 –</b> Budget amendment requesting an additional \$35,000 for a service agreement between Coulee Medical and Savista (third party utilization review company)</li> <li><b>Resolution 1235 –</b> Budget amendment requesting an additional \$40,000 to continue tele-stroke services with Providence</li> </ul> </li> </ul>	
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"> <li>The Medical Bylaws were approved in the April meeting work continues on the rules and regulation piece.</li> <li>Recruitment: <ul style="list-style-type: none"> <li>We are working to hire more providers and mid-levels</li> </ul> </li> <li>Clinic: <ul style="list-style-type: none"> <li>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.</li> <li>Working to standardized work flows and no show rates</li> <li>We are starting to see an improvement in morale - patient satisfaction is also trending up moving the walk-in clinic has been extremely beneficial</li> </ul> </li> <li>Hospital: <ul style="list-style-type: none"> <li>Dr. Hsieh thanked the board for approving the third-party UR company</li> </ul> </li> <li>Surg/Wound/Outpatient: <ul style="list-style-type: none"> <li>The team traveled to Dayton to see their hyperbaric chamber and how they have gone live with.</li> </ul> </li> </ul>
------------	--



	<ul style="list-style-type: none"><li><ul style="list-style-type: none"><li>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.</li><li>Dayton has a great marketing and grant writing program.</li></ul></li><li>Moving forward with Forgut program, starting the middle of next month.</li><li>Looking to bring Orthopedics back to CMC</li><li>We have recruited a per diem CRNA and OB Provider</li><li>ER:<ul style="list-style-type: none"><li>Tele-stroke with Providence is a great and the medical staff feel this program is extremely beneficial</li><li>Josh Mayfield - He had a great experience going through our on boarding process.</li></ul></li><li>Dr. Hsieh welcomes a Board member to attend MedStaff - the 1st Wednesday at 0900 via zoom</li></ul>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED	
		<input type="checkbox"/>	
5 MINS	NEXT MEETING DATE AND TIME		BOARD OF COMMISSIONERS
DISCUSSION	June 26 <sup>th</sup> 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"><li>Commissioner Clea Pryor made a motion to approve the credentialing as presented. The motion was seconded by Commissioner Kris Hare. 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>Christina Mora, MD</li><li>Norel Smith, CRNA</li><li>Karen Rimpler, ARNP</li><li>Hanbing (Hilary) Wang</li><li>Sarah Dimino, MD</li></ul></li></ul>		
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED	
Approval of Credentialing	Credentialing Specialist	<input checked="" type="checkbox"/>	
ADJOURNMENT	Meeting was adjourned at 7:25PM		

Respectfully Submitted by:

Approved by:

Statement of Confidentiality: Quality Assurance data, records, and knowledge, including minutes, collected for or by individuals or committees, or committees assigned peer/professional review functions are confidential, not public records, and not available for court subpoena in accordance with RCW sections 70.41.200, 43.70.510, 4.24.250, 74.42.640, 18.20.390, 70.56.020, and 70.56.040



DocuSigned by:  
*Leha Neilsen* 6/27/2023  
57593C7B274D418...

Leha Neilsen  
Executive Assistant

DocuSigned by:  
*Kris Hare* 6/30/2023  
BE015D65309F473...

Kris Hare  
Secretary, Board of Commissioners