

Board of Commissioners

Date | time 8/28/2023 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>July 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 <i>Mesirow reports</i> | Kelly Hughes | 20mins |

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|--------------------------|--|-------------------------|--------|
| <input type="checkbox"/> | Financial Resolutions | <i>Motion Requested</i> | 5 mins |
| | <i>Resolution 1242 – Charity Care July 2023</i> | | |
| | <i>Resolution 1243 – Bad Debt July 2023</i> | | |
| | <i>Resolution 1244 – Payment of Warrants July 2023</i> | | |
| <input type="checkbox"/> | Approval of Quality packet | <i>Sharon/Leha</i> | |
| <input type="checkbox"/> | Board Committee Reports | Board of Commissioners | 5mins |
| <input type="checkbox"/> | Next Meeting date and time | Board of Commissioners | |
| | <i>September 25th @ 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 August Credentialing</i> | | |
| <input type="checkbox"/> | Adjournment | <i>Motion requested</i> | |

Agenda Details

Drafted previous meeting minutes | July 31, 2023

Board of Commissioners Meeting

Minutes

JULY 31, 2023

6:00 PM

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 Brad Parrish, Commissioner Clea Pryor |
| Attendees | Ramona Hicks, Kelly Hughes, Kraig Fuller, Amber Pearce, Leha Neilsen, Baylee George, Amber Pearce John Stint, HUD Scott Hunter |
| call to order | Board of Commissioners President Jerry Kennedy called the meeting to order at 6:00 pm. 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 June Board minutes were distributed prior to the meeting. | |

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

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|-----------------------------------|---|--------------------|----------------|
| Conclusions | Commissioner Kris Hare moved for approval of the 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"> Recruitment for the CNO is ongoing, we have 2 onsite interviews scheduled for mid-August. Our new lab manager, Phillip is doing great. We continue to work with WSHA on nurse staffing laws Ramona recently attended a WSHA Board retreat Internal Security has been implemented The Board Workshop is tentatively set for some time in September, Kelly is working to find a 3rd party facilitator. We have hired a Marketing Coordinator who will be starting in August | | |
| 10MINS | CFO UPDATE | | KELLY HUGHES |
| Discussion | <ul style="list-style-type: none"> Financials were distributed prior to the meeting. CMC saw a gain in June <ul style="list-style-type: none"> June 2023 Gain \$502,865 Year to Date (YTD) Gain: \$1,424,383 Deposited from Operations: \$2,741,429 Paid out for Operations: \$4,037,608 Operational Cash Loss: (\$1,296,179) Month End Total Cash & Investments: \$6,455,864 Financial Metrics <ul style="list-style-type: none"> AR - 50 Days of Cash on Hand 60 Gross Patient Rev – \$5,087,875 Operating Rev: \$ 3,550,691 Total Operating Expense: \$ \$3,044,150 3rd party payables <ul style="list-style-type: none"> Medicaid: Liability Balance \$566,916 Medicare: Liability Balance is \$301,900 (Receivable for 2022 Cost Report) Safety Net Assessment: YTD Receivable \$149,809 CMC received \$25,000 from AWPMD Membership Incentive DSH Application Submitted in July | | |
| RESOLUTIONS | <ul style="list-style-type: none"> <u>Financial Resolutions:</u> <ul style="list-style-type: none"> <u>Resolution 1239 – Charity Care – June 2023</u> - Commissioners were provided Charity Care cases in the amount of \$32,542.77 identified in the attached listings for the month of June 2023. <u>Resolution 1240 – Bad Debt June 2023</u>—Commissioners were provided with Bad Debts in the amount of \$78,139.49 for June. | | |

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|----------------------------------|--|-------------------------------------|--|
| | <ul style="list-style-type: none"> ○ Resolution 1241 – Payment of Warrants June 2023 – Accounts Payable Warrants #606111444 through #606111798 totaling \$1,990,131.04 and Payroll Warrants totaling \$1,395,619.65 for June 2023. | | |
| CONCLUSIONS | Commissioner Brad Parrish moved for approval of all financial resolutions. The motion was seconded by Commissioner Kris Hare, motion carried. | | |
| ACTION ITEMS | PERSON RESPONSIBLE | MOTION CARRIED | |
| Resolutions 1239, 1240, and 1241 | Leha Neilsen/Shawn Groh | <input checked="" type="checkbox"/> | |

2 MINS EXECUTIVE SESSION BOARD CHAIR

| | | | |
|--------------|--|--------------------------|--|
| DISCUSSION | <ul style="list-style-type: none"> • Commissioner Jerry Kennedy closed the open meeting to go into executive session regarding RCW 42.30.111(1)(g) at 6:40 to 10 mins. • Meeting reconvened at 6:50 pm | | |
| CONCLUSIONS | | | |
| ACTION ITEMS | PERSON RESPONSIBLE | MOTION CARRIED | |
| | | <input type="checkbox"/> | |

5 MINS NEXT MEETING DATE AND TIME BOARD OF COMMISSIONERS

| | | | |
|--------------|--|--------------------------|--|
| DISCUSSION | August 28 th 2023 @ 6:00 pm | | |
| CONCLUSIONS | | | |
| ACTION ITEMS | PERSON RESPONSIBLE | MOTION CARRIED | |
| | Leha Neilsen | <input type="checkbox"/> | |

2 MINS CREDENTIALING BOARD OF COMMISSIONERS

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|---------------------------|--|-------------------------------------|--|
| 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 Brad Parrish. Motion carried. | | |
| CONCLUSIONS | <ul style="list-style-type: none"> • Credentialing privileges were approved for the following providers • Locum Reappointment: <ul style="list-style-type: none"> ○ Byron Burrup, DO – Locum ER ○ Jonathan Johns, MD – Locum OB | | |
| ACTION ITEMS | PERSON RESPONSIBLE | MOTION CARRIED | |
| Approval of Credentialing | Credentialing Specialist | <input checked="" type="checkbox"/> | |

Adjournment

Kris Hare made a motion to adjourn the meeting, the motion was seconded by Brad Parrish. The meeting was adjourned at 6:52 PM

Respectfully Submitted by:

Approved by:

Leha Neilsen
Executive Assistant

Kris Hare
Secretary, Board of Commissioners

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

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

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

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|--------------------------------|
| 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.