

BOARD OF COMMISSIONERS MEETING

MINUTES

AUGUST 28, 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, Natalie Dennis, Sharon Gilmore, Joyce Bodeau, 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 p.m. 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 July Board minutes were distributed prior to the meeting.		
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"> CNO position update- we are still working to hire a CNO, our search continues. A number of Providers have renewed their contracts, and Dr. Hsieh and Kelly have worked hard to retain these providers. Provider Recruitment is ongoing; we continue to search for a walk-in provider. 		

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

	<ul style="list-style-type: none">• Kelly will be attending a meeting regarding the efforts of the state to support OB services. We have met with a team that does lobbying in WA DC and has some innovative ideas for our OB efforts.• In preparation for our Board Strategic meeting, we are working with Jody Corona, to produce a strategic plan.• Letter from the City - we have owned St. Rita's as a boarding house for many years, and have been looking to update this facility, but funding is an issue. The city clerk asked if CMC would be willing to change the zoning from special residential to commercial, which will allow for a much broader range of use.<ul style="list-style-type: none">◦ Kelly and Ramona will work with HUD to ensure we have their approval for this request.◦ John Stindt with HUD doesn't see any issue with rezoning this property.◦ Commissioner Oliver moved for approval to authorize the CEO to sign the zoning paperwork. The motion was seconded by Brad Parrish. Motion carried.	
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">◦ July 2023 Loss: \$306,326◦ Year to Date (YTD) Gain: \$1,105,057◦ Deposited from Operations: \$2,578,785◦ Paid out for Operations: \$3,048,137◦ Operational Cash Loss: (\$469,242)◦ Month End Total Cash & Investments: \$5,885,084• Financial Metrics<ul style="list-style-type: none">◦ AR - 71◦ Days of Cash on Hand 60◦ Gross Patient Rev – \$5,190,842◦ Operating Rev: \$2,788,920◦ Total Operating Expense: \$3,091,538• 3rd party payables<ul style="list-style-type: none">◦ Medicaid: Liability Balance (\$566,916)<ul style="list-style-type: none">▪ 2022 Medicaid Payable \$580,000 (overpaid based on 2020 costs) (payment plan to be set up)◦ Medicare: Liability Balance is \$301,900<ul style="list-style-type: none">▪ 2022 Medicare Receivable \$301,900 (Received 8/15)◦ Safety Net Assessment: YTD 2023 Receivable \$149,809◦ Projected Receivables:<ul style="list-style-type: none">▪ 2024 - Between \$650,000 - \$750,000▪ 2025 - Between \$700,000 - \$800,000	
DISCUSSION	<ul style="list-style-type: none">• The Mesirow reports were distributed prior to the meeting, none of our accounts are on the watch list.• Kelly recognizes Natalie Dennis for completing her degree in Hospital Administration.	
RESOLUTIONS	<ul style="list-style-type: none">• <u>Financial Resolutions:</u><ul style="list-style-type: none">◦ <u>Resolution 1242 – Charity Care – July 2023</u> - Commissioners were provided Charity Care cases in the amount of \$45,022.98 identified in the attached listings for the month of July 2023.	



	<ul style="list-style-type: none"> ○ Resolution 1243 – Bad Debt July 2023—Commissioners were provided with Bad Debts in the amount of \$50,241.88 for July 2023. ○ Resolution 1244 – Payment of Warrants July 2023 – Accounts Payable Warrants #606111799 through #606112138 totaling \$1,651,326.18 and Payroll Warrants totaling \$991,883.35 for July 2023. 	
CONCLUSIONS	Commissioner Clea Pryor moved for approval of all financial resolutions. The motion was seconded by Commissioner Brad Parrish, motion carried.	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Resolutions 1242, 1243, and 1244	Leha Neilsen/Shawn Groh	<input checked="" type="checkbox"/>

20 MINS

QUALITY REPORT

SHARON GILMORE

DISCUSSION	<ul style="list-style-type: none"> • Process improvement activities that are being worked on - Blood management process, sepsis process improvement, Agency Staff Orientation, Onboarding process, and department rounding and safety audits Improve Communication between lab and care setting, enhance documentation improve data capture for reporting, requirements, Standardize lab processes. • Christy Phillips has also recently gotten her BS in Nursing. • The QMS dashboard was distributed prior to the meeting and reviewed, DNV is asking us to report a little differently than in 2022, a lot of these reports will be coming in this format. • The shift is to continue to push the ownership and accountability to Senior Leadership, the C-suite, and the Board. 	
CONCLUSIONS	Commissioner Clea Pryor moved to approve the quality packet as presented, the motion was seconded by Commissioner Kris Hare. Motion carried	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
1 st and 2 nd quarter quality packets and projects approved	Sharon Gilmore	<input checked="" type="checkbox"/>

5 MINS

NEXT MEETING DATE AND TIME

BOARD OF COMMISSIONERS

DISCUSSION	September 25th 2023 @ 6:00 pm	
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 with the exception of the two pending locum providers. 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 • Locum Reappointment: <ul style="list-style-type: none"> ○ John V Cowley, CRNA 	

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	<ul style="list-style-type: none">o Ryan Rasmussen, MDo Benjamin Atkinson, MD		
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 Clea Pryor. The meeting was adjourned at 7:22 PM		

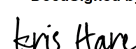
Respectfully Submitted by:

DocuSigned by:

 57593C7B274D418... 9/25/2023

Leha Neilsen
Executive Assistant

Approved by:

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Kris Hare
Secretary, Board of Commissioners