

Board of Commissioners

Date | time 11/27/2023 6:00 PM | *Location* CMC Training Room

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>October 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>Governance Policy 1.4</i>	Shawn Groh	20mins

Mesirow Report

<input type="checkbox"/>	Financial Resolutions	<i>Motion Requested</i>	5 mins
	<i>Resolution 1254 – Charity Care October 2023</i>		
	<i>Resolution 1255 – Bad Debt October 2023</i>		
	<i>Resolution 1256 – Payment of Warrants October 2023</i>		
<input type="checkbox"/>	Chief Medical Officer report	Dr. Hsieh	
<input type="checkbox"/>	Board Committee Reports	Board of Commissioners	5mins
<input type="checkbox"/>	Next Meeting date and time	Board of Commissioners	
	<i>Pending</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 Credentialing</i>		
<input type="checkbox"/>	Adjournment	<i>Motion requested</i>	

Agenda Details

Drafted previous meeting minutes | October 30, 2023

Board of Commissioners Meeting

Minutes

OCTOBER 30, 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, Commission Clea Pryor
Attendees	Ramona Hicks, Kelly Hughes, Dr. Hsieh, Karen Rimpler Shawn Groh, Natalie Dennis, Beth Goetz, Heidi Christian, Whitney Bowman, Leha Neilsen, Amber Pearce John Stint, HUD Scott Hunter Jody Carona
call to order	Board of Commissioners President Jerry Kennedy called the meeting to order at 6:03 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 September 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"> Community Survey update with Jody Carona, we are in the final stages of getting our community survey finalized and sent out, please encourage the community to participate. DNV came and completed our survey at the beginning of the month, the team has worked to create our corrective action plan and has submitted it to DNV for approval. We will be hosting a CNO applicant on November 7th for an onsite interview and will be conducting two additional phone interviews next week. The provider search continues for a full time FP/OB WSHA update, Ramona recently attended the Annual meeting in Renton. Rural Advocacy days will be in January in Olympia on January 30th, Ramona will be attending. Don't forget we have the flu shot available as well as the Covid vaccine, pneumonia and the new RSV vaccine if you are eligible or concerned. 		

10MINS

CFO UPDATE

SHAWN GROH

Discussion	<ul style="list-style-type: none"> Financials were distributed prior to the meeting. CMC saw a gain in September Kelly reviewed the income statement for September 2023 <ul style="list-style-type: none"> Total Gross Rev: \$4,745,616 Net Patient Rev. \$3,041,389 YTD Net Rev: \$28,268,140 September Gain: \$116,122 YTD Gain: \$1,408,376 Deposited from Operations: \$3,011,451 Paid out for Operations: \$2,923,207 Operational Cash Gain/(Loss): \$88,244 Month End Total Cash & Investments: \$7,491,556 Financial metrics <ul style="list-style-type: none"> Days in AR: 65 Days of Cash on Hand: 77 Total Operating Revenue: \$3,143,441 		
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	<ul style="list-style-type: none">o Total Operating Expense: \$3,024,258• 3rd party payables<ul style="list-style-type: none">o Medicaid: Liability Balance (\$566,916) 2022 Medicaid Payable \$580,000 (overpaid based on 2020 costs) (payment plan to be set up)o Medicare: Liability Balance is \$0o 2022 Medicare Receivable \$301,900 (Received 8/15)o Working on 2024 Budgeto Working on 2023 Interim Cost Report to get Medicare Interim Rate<ul style="list-style-type: none">▪ We will be presenting the 2024 Budget for approval in November.		
RESOLUTIONS	<ul style="list-style-type: none">• <u>Financial Resolutions:</u><ul style="list-style-type: none">o <u>Resolution 1249 – Charity Care – September 2023</u> - Commissioners were provided Charity Care cases in the amount of \$35,956.25. identified in the attached listings for the month of September 2023.o <u>Resolution 1250 – Bad Debt September 2023</u>—Commissioners were provided with Bad Debts in the amount of \$104,581.61 for September.o <u>Resolution 1251 – Payment of Warrants September 2023</u> – Accounts Payable Warrants #606112501 through #606112840 totaling \$1,47572,247.41 and Payroll Warrants totaling \$954,868.24 for September 2023.o <u>Resolution 1252 – Amendment to 2023 for equipment needs</u>- Commissioners were presented with information regarding the need for this equipment, the purchase will not exceed \$35,000.		
CONCLUSIONS	<ul style="list-style-type: none">• Commissioner Clea Pryor moved for approval of the all financial resolutions. The motion was seconded by Commissioner Brad Parrish, motion carried.		
ACTION ITEMS		PERSON RESPONSIBLE	MOTION CARRIED
Resolutions 1249, 1250,1251, and 1252		Leha Neilsen/Shawn Groh	<input checked="" type="checkbox"/>

20 MINS CMO REPORT DR. HSIEH

DISCUSSION	<ul style="list-style-type: none"> • Clinic update, we are working towards starting a behavioral health practicum with Eastern Washington University • Wendy has been working her new schedule of remote visits, this is going well • We interviewed an ARNP candidate last month, the search continues for this position. • We are still looking for an FB OB Provider • Dr. Hsieh continues to work to build the gurd health program, we are working to host an education night on this service and how to treat this. 		
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	MOTION CARRIED
			<input type="checkbox"/>

5 MINS COMMITTEE REPORTS AND NEXT MEETING BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none"> • The CEO annual evaluation will be done at the next meeting • The EOC committee is looking for additional members
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	<ul style="list-style-type: none"> Kris attended the HR committee meeting, Compliance and Credentialing meetings
CONCLUSIONS	

5 MINS EXECUTIVE SESSION BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none">Commissioner Jerry Kennedy closed the open meeting to go into an executive session regarding RCW 42.30.110(1)(g) for 10 minutes at 6:57pm. The open session was reconvened at 7:07pm.		
ACTION ITEMS		PERSON RESPONSIBLE	MOTION CARRIED

2 MINS CREDENTIALING BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none">Commissioner Kris Hare made a motion to approve the credentialing as presented. 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<ul style="list-style-type: none">Andrea Turner, CRNACassandra Viramontes, ARNP		
ACTION ITEMS		PERSON RESPONSIBLE	MOTION CARRIED
Approval of Credentialing		Credentialing Specialist	<input checked="" type="checkbox"/>
Adjournment	Brad Parrish made a motion to adjourn the meeting, the motion was seconded by Clea Pryor. The meeting was adjourned at 7:10 PM		

Respectfully Submitted by:

Approved by:

Leha Neilsen
Executive Assistant

Kris Hare
Secretary, Board of Commissioners

Agenda topics

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**

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

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.

<p>Staff Development Goal</p> <p>To develop a well-trained and competent workforce, who feel prepared and ready to perform their duties in a safe and respectful atmosphere.</p> <p>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</p>	<p>Safety Goal</p> <p>To enhance the overall patient and employee experience in a safe and effective manner, while striving for continual quality improvement.</p> <p>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.</p>
<p>Employee Experience Goal</p> <p>To create an environment of respect and recognition of every employee’s role in the organization to produce a culture of engagement and satisfaction.</p> <p>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.</p>	<p>Patient Retention and Recruitment Goal</p> <p>To meet and exceed the wellness needs of those we care for to ensure the long term viability of our organization.</p> <p>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.</p>