

BOARD OF COMMISSIONERS MEETING

MINUTES

SEPTEMBER 25, 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,
ATTENDEES	Ramona Hicks, Dr. Hsieh, Shawn Groh, Natalie Dennis, Sharon Gilmore, Angie Gates, Beth Goetz, Heather McCleary, Mesha Markwell, Heidi Christian, Whitney Bowman, 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 6:03 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 August 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"> Ramona welcomed Whitney Bowman to the meeting, she has been hired as our marketing coordinator. We will be hosting Angela McClain, ARNP next Tuesday for an onsite interview and dinner with our senior leadership team, providers, and Board. 		

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">◦ We hope to hire her for the walk-in clinic as a per diem.• CNO position update- we are still working to hire a CNO, we are working with CompHealth to fill this position and are in the interview process with a couple of candidates.• Recognition was given to Rachel Lewis and Rachael Seekins who are helping keep us up to speed on the nurse staffing laws and advocating.• The work continues with Jody Corona and HealthFac to put a community survey out to help us create a Strategic plan, we are hoping to have a board workshop at the beginning of 2024.	
	<ul style="list-style-type: none">• Governance Policies 1.4, 1.5, 1.6, and 1.9 were submitted prior to the meeting, all policies are in compliance	
10MINS	CFO UPDATE	SHAWN GROH
DISCUSSION	<ul style="list-style-type: none">• Financials were distributed prior to the meeting.• CMC saw a gain in August<ul style="list-style-type: none">◦ August 2023 gain: \$187,197◦ Year to Date (YTD) Gain: \$1,292,254◦ Deposited from Operations: \$4,143,152◦ Paid out for Operations: \$2,817,044◦ Operational Cash gain: \$1,326,108◦ Month End Total Cash & Investments: \$7,384,570• Financial Metrics<ul style="list-style-type: none">◦ AR - 63◦ Days of Cash on Hand 76◦ Gross Patient Rev – \$ 5,369,829◦ Operating Rev: \$ 3,257,654◦ Total Operating Expense: \$3,067,351• 3rd party payables<ul style="list-style-type: none">◦ Medicaid: Liability Balance (\$566,916)◦ 2022 Medicaid Payable \$580,000 (overpaid based on 2020 costs) (payment plan to be set up)◦ Medicare: Liability Balance is \$0◦ 2022 Medicare Receivable \$301,900 (Received 8/15)◦ We are working on the 2024 budget and hope to have it ready for the Board to review at the October meeting.	
RESOLUTIONS	<ul style="list-style-type: none">• <u>Financial Resolutions:</u><ul style="list-style-type: none">◦ <u>Resolution 1245 – Charity Care – August 2023</u> - Commissioners were provided Charity Care cases in the amount of \$32,487.41. identified in the attached listings for the month of August 2023.◦ <u>Resolution 1246 – Bad Debt August 2023</u>–Commissioners were provided with Bad Debts in the amount of \$61,193.56 for August.◦ <u>Resolution 1247 – Payment of Warrants August 2023</u> – Accounts Payable Warrants #606112139 through #606112500 totaling \$1,472,124.47 and Payroll Warrants totaling \$923,943.62 for August 2023.◦ <u>Resolution 1248 – Amendment to 2023 for equipment needs-</u> Commissioners were presented with information regarding the need for this equipment, the purchase will not exceed \$380,000.	



CONCLUSIONS	<ul style="list-style-type: none"> Commissioner Brad Parrish moved for approval of the first 3 financial resolutions. The motion was seconded by Commissioner Kris Hare, motion carried. Commissioner Kris Hare moved to approve the budget amendment request, the motion was seconded by Brad Parrish. Motion Carried. 	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Resolutions 1245, 1246, 1247, and 1248	Leha Neilsen/Shawn Groh	<input checked="" type="checkbox"/>

20 MINS

CMO REPORT

DR. HSIEH

DISCUSSION	<ul style="list-style-type: none"> The clinic team is working on interviewing a candidate for the walk-in on Oct 3rd, we did hire a Locum ARNP as a locum walk-in provider for now. <ul style="list-style-type: none"> We are still looking for an FP/OB Physician. We continue to have many students rotate through CMC, we are currently hosting a Behavioral Health student for the next 3 months. Dr. Randolph has gone to Deaconess for his C-section training and is very close to being able to offer C-sections on his own here. On October 10th the surgery team will be holding a Tuesday TIF night, this is a session to teach the community about reflux and what to do if you are suffering from this. Sam Brunner will be moving to a new schedule in October, she will be here two weeks on, and two weeks off. Rachel Lewis went to the Wild on Wounds conference in FL and has brought back lots of information, everything she learned we are currently doing at CMC. Dr. Hsieh has returned from paternity leave The ER remains busy The providers are trying to plan a provider retreat and will be having the workshop after the strategic planning meeting early next year. Dr. Dimino will be here until the end of the year and wants to stay here after she completes her OB fellowship. 	
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"> Jerry attended a meeting at the CMC Foundation meeting last week, the intent is to revamp the foundation expand the membership approach, and look at the foundation's new role. Next meeting Oct 30th at 6:00 pm 	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED

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2 MINS

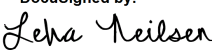
CREDENTIALING

BOARD OF COMMISSIONERS


DISCUSSION	<ul style="list-style-type: none"> Commissioner Brad Parrish made a motion to approve the credentialing as presented. 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 <ul style="list-style-type: none"> Sasha Dunbar, FNP-BC Christopher McGlothlen, PA Michael Marvi, MD Sarah Dimino, 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 Brad Parrish. The meeting was adjourned at 6:43 PM		

Respectfully Submitted by:

Approved by:

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 10/30/2023
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Leha Neilsen
Executive Assistant

DocuSigned by:
 10/31/2023
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Kris Hare
Secretary, Board of Commissioners