

Board of Commissioners

Date | time 1/29/2024 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 | Lee Seekins, 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>Motion requested</i>	2 mins
<i>Budget Hearing Minutes</i>		
<i>November 2023 Regular Meeting minutes</i>		
<i>Special Meeting minutes 12/15/23</i>		
<i>Special Meeting minutes 1/22/24</i>		
<input type="checkbox"/> Public Comments		5 mins
<input type="checkbox"/> New Business	Jerry Kennedy	10 mins

Swear in Commissioner Lee Seekins

Board Chair and Secretary election

Board Committee Assignments

<input type="checkbox"/>	Chief Executive Officer report	Ramona Hicks	20 mins
<input type="checkbox"/>	Chief Financial Officer report	Kelly Hughes	20mins
	<i>Governance Policy 1.4</i>		
<input type="checkbox"/>	Financial Resolutions	<i>Motion Requested</i>	5 mins
	<i>Resolution 1257 – Charity Care November & December 2023</i>		
	<i>Resolution 1258 – Bad Debt November & December 2023</i>		
	<i>Resolution 1259 – Payment of Warrants November & December 2023</i>		
	<i>Resolution 1260 - Rural Health Enterprise Partner</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>February 26th 2024</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 | November 27, 2024

Board of Commissioners Meeting

Minutes

NOVEMBER 27, 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, Commissioner Geary Oliver

Attendees	Ramona Hicks, Dr. Hsieh, Shawn Groh, Natalie Dennis, Leha Neilsen, Joyce Bodeau, Baylee George, Mesha Markwell, Sharon, Baylee George, 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 October 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"> • DNV has accepted our Corrective Action Plan that was submitted by Sharon Gilmore. • We continue to search for a CNO • We are having a mid-level interview in the coming weeks with an ARNP candidate. • Ramona expressed the importance in continuing our membership with WSHA and distributed a letter from them prior to the meeting. • Rural Advocacy Days is scheduled for Jan 30th in Olympia, Ramona will be attending and invites the Board to join if they wish to. Ramona has reached out to all of the legislators in our districts • We are seeing an uptick in covid positive employees but are able to keep all service lines open. • CMC will be trialing "no meeting December" and have encouraged any meetings to be cancelling with the exception of governing body meetings or other necessary meetings. 		
10MINS	CFO UPDATE		SHAWN GROH

Discussion	<ul style="list-style-type: none"> Financials were distributed prior to the meeting. The census was very low in October CMC saw a loss in October Shawn reviewed the income statement for October 2023 <ul style="list-style-type: none"> October Loss: \$604,415 YTD Gain: \$833,496 Deposited from Operations: \$2,952,004 Paid out for Operations: \$2,894,123 Operational Cash Gain: \$57,881 Month End Total Cash & Investments: \$7,601,124 Financial metrics <ul style="list-style-type: none"> Days in AR: 67 Days of Cash on Hand: 78 Gross Patient Revenue: \$4,805,900 Total Operating Revenue: \$2,804,874 Total Operating Expense: \$3,409,192 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) 2023 Interim Cost Report Complete, owe Medicaid \$71,000, booking in November Medicare: Liability Balance is (\$587,000) <ul style="list-style-type: none"> 2022 Medicare Receivable \$301,900 (Received 8/15) 2023 Interim Cost Report Complete, owe Medicare \$587,000, booking in November Waiting for State Auditor's Office to Schedule a 3-year Audit We are looking into opening up some Long Term Swing beds, but no decisions have been made. We comply with the HUD Metrics and Governance Policy 1.4 Natalie discussed some of the difficulties the revenue cycle team is seeing lately which has contributed to our loss in October. The team is aware of the issues and is keeping an eye on what can be done to mitigate this situation. Mesirow update, there are no funds on the watch list. 		
RESOLUTIONS	<ul style="list-style-type: none"> Financial Resolutions: <ul style="list-style-type: none"> Resolution 1254 – Charity Care – October 2023 - Commissioners were provided Charity Care cases for \$ \$35,732.04. identified in the attached listings for October 2023. Resolution 1255 – Bad Debt October 2023—Commissioners were provided with Bad Debts for \$56,016.09 for October. Resolution 1256 – Payment of Warrants October 2023 – Accounts Payable Warrants #606112841 through #606113198 totaling \$1,494,163.47 and Payroll Warrants totaling \$1,001,266.43 for October 2023. 		
CONCLUSIONS	<ul style="list-style-type: none"> Commissioner Geary Oliver moved for approval of all financial resolutions. The motion was seconded by Commissioner Clea Pryor, motion carried. 		
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED	
Resolutions 1254,1255, and 1256	Leha Neilsen/Shawn Groh	<input checked="" type="checkbox"/>	

20 MINS

CMO REPORT

DR. HSIEH

DISCUSSION	<ul style="list-style-type: none"> Coulee City clinic visits are going up, we have Cassandra there 3 days of work and Kelly and Shoshannah are working hard to build her practice there. The work continues with the practicum internship with Eastern Washington University. We are working hard with recruitment, we are in need of an FP/OB and an additional ARNP. Our locum ARNP in the walk-in, Sasha is doing well, Dr. Dimino is also helping where she can, we will have these providers until March. We are working to increase our long term swing beds We had a visit with another facility who is working to set up their own wound care center, they were impressed with our set up and program here at CMC. We are on-boarding a new Cataract Provider, Dr. Draper who will be working with Dr. Fillmore. In the ER we are working to on-board some new providers. Dr. Hsieh let the Board know that Suki, the dictation program has been trialed at CMC and we have decided not to move forward with this program. Dr. Hsieh gave an update on the DOPL program, we will be hosting them in January to see our facility. The Medical Staff election is on-going and results will be announced in the December meeting, committees will be assigned in January
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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"> Commissioners Kennedy and Oliver were re-elected to their positions! The CEO evaluation will be completed sometime in January Clea announced that she will be resigning from the Board as of December 31st. Clea has been an asset to our Board for many years and she will be missed. <ul style="list-style-type: none"> Commissioner Kris Hare moved to accept the resignation of Commissioner Clea Pryor. The motion was seconded by Geary Oliver. Motion Carried. Commissioner Clea Pryor made a motion to cancel the December 2023 Board meeting. The motion was seconded by Brad Parrish. Motion carried.
CONCLUSIONS	

5 MINS EXECUTIVE SESSION BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none">N/A		
ACTION ITEMS		PERSON RESPONSIBLE	MOTION CARRIED

2 MINS CREDENTIALING BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none">Commissioner Geary Oliver 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">Christian Draper, MDAaron Nott, MDReena Ramakrishnana, DOSergey Akopov, MDAbdelrahman Beltagy, MDMohammad Hirzallah, MDRobert Jackson, MDNeha Mirchandani, 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 6:49 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*]

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

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

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.