

# Board of Commissioners

Date | time 4/1/2024 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"/> <b>Call to Order</b>	Jerry Kennedy	2 mins
<input type="checkbox"/> <b>Introductions and Announcements</b>	Jerry Kennedy	
<input type="checkbox"/> <b>Mission, Vision, and Values</b>	Board of Commissioners	5 mins
<input type="checkbox"/> <b>Approve previous meeting minutes</b> <i>February 2024 Minutes</i>	<i>Motion requested</i>	2 mins
<input type="checkbox"/> <b>Public Comments</b>		5 mins
<input type="checkbox"/> <b>New Business</b> <i>Board Participation WSHA Conference in Chelan June 24-26</i>	Jerry Kennedy	5 mins
<input type="checkbox"/> <b>Chief Executive Officer report</b>	Ramona Hicks	20 mins
<input type="checkbox"/> <b>Chief Financial Officer report</b>	Kelly Hughes	20mins

*Governance Policy 1.4*

<input type="checkbox"/> <b>Financial Resolutions</b> <i>Resolution 1264 – Charity Care February 2024</i> <i>Resolution 1265 – Bad Debt February 2024</i> <i>Resolution 1266 – Payment of Warrants February 2024</i>	<i>Motion Requested</i>	5 mins
<input type="checkbox"/> <b>Board Committee Reports</b>	Board of Commissioners	5mins
<input type="checkbox"/> <b>Next Meeting date and time</b> <i>April 29<sup>th</sup> 2024</i>	Board of Commissioners	
<input type="checkbox"/> <b>Executive Session:</b> <i>RCW 42.30.110(1)(g)</i>	Jerry Kennedy	
<input type="checkbox"/> <b>Credentialing</b> <i>Approval of Credentialing</i>	<i>Motion requested</i>	
<input type="checkbox"/> <b>Adjournment</b>	<i>Motion requested</i>	

Agenda Details

[Drafted previous meeting minutes](#) | February 26<sup>th</sup>

# Board of Commissioners Meeting

## Minutes

FEBRUARY 26, 2024

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 Lee Seekins, Commissioner Geary Oliver
Attendees	Ramona Hicks, Dr. Hsieh, Kelly Hughes, Shawn Groh, Leha Neilsen, Mesha Markwell, Shawn Groh, Joyce Bodeau, Natalie Dennis, Kraig Fuller, Baylee George, Hope Redmon, Birdie Hensley, Heather McCleary, Beth Goetz Scott Hunter   Ranoda Rollins- The Star   John Stindt
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

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

Discussion	The previous minutes were distributed before the meeting. <ul style="list-style-type: none"> <li>January Meeting</li> </ul>	
Conclusions	Commissioner Kris Hare moved for approval of the minutes that were presented. The motion was seconded by Commissioner Geary Oliver. Motion carried.	
Action items	Person responsible	Motion carried
Approved previous meeting minutes	Leha Neilsen	Unanimously
10MINS	PUBLIC COMMENTS	JERRY KENNEDY
Discussion	<ul style="list-style-type: none"> <li>Birdie Hensley asked questions regarding CMC's Long Term Swing program and why a second helicopter service has been added.</li> </ul>	
	10 MINS	CEO REPORT
		RAMONA HICKS
Discussion	<ul style="list-style-type: none"> <li>The Board report was submitted before the meeting.</li> <li>We had our 3-year survey with two DOH surveyors and one Fire Marshall on Tuesday, February 20th they exited on Thursday, February 22, 2024.</li> <li>Recruitment is ongoing, we have held 1 on-site interview and several Zoom interviews that look promising and will keep you abreast. We have been able to hire an interim lab manager who will be starting on March 11th.</li> <li>Ramona has been asked by the WSHA Board as the Chair of the Rural Committee to join Josh Martin, CEO of Summit Pacific Medical Center in Elma Washington in discussions with representatives of the Health Care Authority to discuss Health and Healthcare in our rural communities and potential partnerships for proactive payment reform.</li> <li>Ramona has also been asked by Harold Miller of the Center of Healthcare Quality and Payment Reform to join him in a virtual discussion with the University of Pennsylvania's Leonard Davis Institute of Healthcare Economics, regarding the state of rural healthcare from both a patient and hospital financial perspective.</li> <li>We have a meeting with HealthFac on Tuesday to finalize dates and times of our strategic planning meetings.</li> </ul>	
10MINS	CFO UPDATE	SHAWN GROH
Discussion	<ul style="list-style-type: none"> <li>Financials were distributed before the meeting.</li> <li>January Financial Review: <ul style="list-style-type: none"> <li>January Loss: \$30,429</li> <li>YTD Gain: \$1,408,376</li> <li>Deposited from Operations: \$2,923,421</li> <li>Paid out for Operations: \$3,014,022</li> <li>Operational Cash Loss: \$90,601</li> <li>Month End Total Cash &amp; Investments: \$6,127,523</li> </ul> </li> <li>Days in AR: 65</li> <li>Days of Cash on Hand: 60</li> <li>Total Operating Revenue: \$5,700,504</li> <li>Total Operating Expense: \$3,245,036</li> <li>Medicaid: Liability Balance (\$518,434)2022 Medicaid Payable \$580,000 (overpaid based on</li> </ul>	

	<ul style="list-style-type: none"> <li>The recent audits are completed and went well.</li> <li>The Balance Sheet was reviewed and discussed, finances are up compared to last year.</li> <li>Shawn reviewed the income statement for January 2024.</li> <li>The Board charts were reviewed and shared with the Board before the meeting.</li> <li>Board Governance Policy 1.4 is in compliance</li> </ul>	
RESOLUTIONS	<ul style="list-style-type: none"> <li><b>Financial Resolutions:</b> <ul style="list-style-type: none"> <li><b>Resolution 1261 – Charity Care – January 2024</b> - Commissioners were provided Charity Care cases for \$34,550.96 identified in the listings for January 2024.</li> <li><b>Resolution 1262 – Bad Debt January 2024</b>–Commissioners were given Bad Debts for \$52,135.91 for January 2024.</li> <li><b>Resolution 1263 – Payment of Warrants January 2024</b>– Accounts Payable Warrants #606113917 through #606114245 totaling \$1,556,654.27 and Payroll Warrants totaling \$982,378.85 for January 2024.</li> </ul> </li> </ul>	
CONCLUSIONS	<ul style="list-style-type: none"> <li>Commissioner Brad Parrish moved for approval of all financial resolutions. The motion was seconded by Commissioner Geary Oliver motion carried.</li> </ul>	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Financial Resolutions	Leha Neilsen	<input checked="" type="checkbox"/>

20 MINS CMO REPORT DR. HSIEH

DISCUSSION	<ul style="list-style-type: none"> <li>We are working to bring a Family Practice/OB Physician out for an on-site interview, we are working with Dr. Dimino to bring her on as a full-time CMC provider.</li> <li>Sasha Dunbar who has been covering in the walk-in has extended her contract through September, we continue to search for a full-time candidate for this position.</li> <li>Dr. Randolph can perform C-sections on his own now.</li> <li>Dr. Hsieh has started attending the Nurse Manager meetings monthly</li> <li>Dr. Hsieh gave a presentation on the Wound Care Program at CMC. (attached)</li> </ul>	
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"> <li>Jerry met with Ramona and they have been working with Jason McCormick who introduced us to the Carver Governance Model, he will be working with us in the coming weeks</li> <li>Next Board meeting date and time March 25<sup>th</sup> @ 6pm.</li> </ul>	
CONCLUSIONS		

5 MINS EXECUTIVE SESSION BOARD OF COMMISSIONERS

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

2 MINS CREDENTIALING BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none"> <li>Commissioner Kris Hare made a motion to approve the credentialing as presented. Commissioner Lee Seekins seconded the motion. Motion carried.</li> </ul>		
CONCLUSIONS	<ul style="list-style-type: none"> <li>Credentialing privileges were approved for the following providers             <ul style="list-style-type: none"> <li>Meghana Srinivas Kinariwala, MD</li> <li>Amin Hossien Rabiej, MD</li> <li>Michael M Chen, MD</li> </ul> </li> </ul>		
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 Geary Oliver. The meeting was adjourned at 7:02 PM		

Respectfully Submitted by:

Approved by:

Leha Neilsen

Kris Hare

Executive Assistant

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**

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