

Board of Commissioners

Date | time 4/29/2024 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"/> 2023 Audit Review	Tom Dingus	40 mins
<input type="checkbox"/> Approve previous meeting minutes <i>March 2024 Minutes</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>Mesirow Report</i>	Kelly Hughes	20mins

Governance Policy 1.4

<input type="checkbox"/> Financial Resolutions <i>Resolution 1268 – Charity Care March 2024</i> <i>Resolution 1269 – Bad Debt March 2024</i> <i>Resolution 1270 – Payment of Warrants March 2024</i> <i>Resolution 1271 – Additional Funding for equipment</i>	<i>Motion Requested</i>	5 mins
<input type="checkbox"/> Board Committee Reports	Board of Commissioners	5mins
<input type="checkbox"/> Next Meeting date and time <i>May 2024 – TBD</i>	Board of Commissioners	
<input type="checkbox"/> Executive Session: <i>RCW 42.30.110(1)(g)</i>	Jerry Kennedy	
<input type="checkbox"/> Credentialing <i>Approval of Credentialing</i>	<i>Motion requested</i>	
<input type="checkbox"/> Adjournment	<i>Motion requested</i>	

Board of Commissioners Meeting

Minutes

APRIL 1, 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, Kelly Hughes, Leha Neilsen, Shawn Groh, Joyce Bodeau, Natalie Dennis, Tyler Donn Jessica Smith Scott Hunter Renata Rollins- The Star
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	The Board read mission, Vision, and Values.

Agenda topics

5 MINS

APPROVAL OF MINUTES

BOARD OF COMMISSIONERS

Discussion	The previous minutes were distributed before the meeting. <ul style="list-style-type: none"> February Meeting 	
Conclusions	Commissioner Kris Hare moved for approval of the minutes that were presented. The motion was seconded by Commissioner Lee Seekins. 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"> No public comments at this time 	
	10 MINS	CEO REPORT
		RAMONA HICKS
Discussion	<ul style="list-style-type: none"> DOH and Fire Marshall State Survey: <ul style="list-style-type: none"> All Plans of Correction have been accepted Recruitment/Retention: <ul style="list-style-type: none"> We are pleased to announce that we are in negotiations with Dr. Sarah Dimino Family Practice Physician. Dr. Dimino has been covering our Clinic and hospitalist positions for the past year and is now considering staying on with us. We welcomed a new interim Lab Manager Kurt VanZandt on March 11th and he has hit the ground running, and has developed a 30-60-90 day plan for the lab. As we are anticipating a 30 day leave upcoming for Dr. Hsieh, he is communicating with one of our per diem providers Dr. Jones who also performs scopes at other facilities, who may be able to do scopes for us in Dr. Hsieh's absence. Work continues on the DOPL project with Dr. Seslar coming on site March 5th with his team. The medical staff are anxious to be able to offer ECHO cardiograms here at our facility again and to be participants in the major beta project! Rural Advocacy/Legislative update: <ul style="list-style-type: none"> On April 2nd I will be joining Josh Martin, CEO of Summit Pacific Medical Center in Elma Washington along with several other rural CEOs to open dialog with representatives of the Health Care Authority including Sue Birch Director, to discuss health and healthcare in our rural communities and potential partnerships for proactive payment reform. On April 19th I will be representing CMC 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. Kelly will have an update on the Tiny Homes Project that we are very excited about! Northwest Rural Health Conference: <ul style="list-style-type: none"> The annual Northwest Rural conference was held March 25-27 in Spokane at the Davenport Grand. Through several scholarships, CMC was able to send 9 representatives! We had folks from finance, clinic, admin, HR, and nursing. The offerings were varied and there were excellent breakout sessions that focused on all things rural. It was a great time of reconnecting with our rural partners and neighbors as many rural hospital staff attended. It was good to find that we were not unique in our challenges and strengths. The team came back invigorated and ready to move forward while acknowledging the challenges and heartaches we have experienced over the last several years. Board Workshop: <ul style="list-style-type: none"> The Board workshop with HealthFac Has been scheduled for April 24, 2024! 	

10MINS	CFO UPDATE	KELLY HUGHES
Discussion	<ul style="list-style-type: none"> • We are wrapping up the audit earlier than usual and will not need to request an extension from HUD this year. • February Financial Review: <ul style="list-style-type: none"> ○ February Loss: \$340,466 ○ YTD Loss: \$370,895 ○ Deposited from Operations: \$2,467,525 ○ Paid out for Operations: \$2,953,755 ○ Operational Cash Loss: \$486,229 ○ Month End Total Cash & Investments: \$5,726,858 • Days in AR: 66 • Days of Cash on Hand: 54 • Total Operating Revenue: \$2,844,045 • Total Operating Expense: \$3,176,687 • Medicaid: Liability Balance (\$471,304) <ul style="list-style-type: none"> ○ 2022 Medicaid Payable \$471,304 (overpaid based on 2020 costs) (\$47,130.38/mo. for 10 months) • Medicare: Liability Balance is 0 <ul style="list-style-type: none"> ○ 2023 Interim Cost Report Complete, paid Medicare \$691,000; ○ Final 2023 Cost Report work in process ○ The Income Statement was reviewed and discussed, gross revenue is up compared to this time last year. • We are currently working with DZA for Audit and Medicare Cost Report 2023. • At a recent conference Kelly attended, there was a discussion on AR and how all across the nation hospitals are struggling with AR and getting insurance companies to pay. • We are working with WSHA on something called the Vitality Payer Scorecard, we will be able to obtain specific data on what claims insurance payers are denying, and hopefully be able to get some legislative help with this. • The Board charts and financial statements were reviewed and shared with the Board before the meeting. • Relief for the Rural Healthcare Workers Project; we are working with Merchant Macintyre, based out of WA DC, who works to help get funding and grants for businesses. It will be a capital project to purchase 30 tiny homes which would house traveling staff, this will take place of St. Rita's. <ul style="list-style-type: none"> ○ Commissioner Geary Oliver made a motion to move forward with submitting the application to move the Relief for the Rural Health Workers project forward. The motion was seconded by Brad Parrish, motion was carried. • The surgery department needs equipment to continue offering laparoscopic procedures, to purchase this equipment we will be bringing an amendment resolution for board approval, not to exceed \$15,000. 	
RESOLUTIONS	<ul style="list-style-type: none"> • <u>Financial Resolutions:</u> <ul style="list-style-type: none"> ○ <u>Resolution 1264 – Charity Care – February 2024</u> - Commissioners of the District wish to authorize the write-off of the attached listing of Charity Care cases for \$45,527.48. ○ <u>Resolution 1265 – Bad Debt February 2024</u>– Commissioners were given Bad Debts for \$93,239.57 for February 2024. ○ <u>Resolution 1266 – Payment of Warrants February 2024</u>– Accounts Payable Warrants #606114246 through # 606114573 totaling \$1,533,830.21 and Payroll Warrants totaling \$947,197.45 for February 2024. ○ <u>Resolution 1267 – Budget Amendment</u> – Commissioners were presented with information regarding the need to replace a piece of equipment in the surgical department, this equipment is deemed necessary for patient procedures and will not exceed \$15,000. 	
CONCLUSIONS	<ul style="list-style-type: none"> • Commissioner Geary Oliver moved for approval of all financial resolutions. The motion was seconded by Commissioner Kris Hare motion carried. 	

ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Financial Resolutions	Leha Neilsen	<input checked="" type="checkbox"/>

0 MINS CMO REPORT DR. HSIEH

DISCUSSION	<ul style="list-style-type: none"> There was no CMO report for this meeting 	
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"> Lee attended the EOC committee meeting this month and learned a lot about the work this team does. Jerry Kennedy met with Jason McCormick today to start working on the succession process as well as doing a refresher on the Governance Guidelines. Jason plans to do an employee engagement survey and will work be reviewing the community survey and hopes to meet with the Board in early May. Next Board meeting date and time April 29th @ 6pm. 	
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 5 minutes at 6:40 pm. The open session was reconvened at 6:45 pm. 	
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. Commissioner Brad Parrish seconded the motion. Motion carried. 	
CONCLUSIONS	<ul style="list-style-type: none"> Credentialing privileges were approved for the following providers: <ul style="list-style-type: none"> Coulee Medical Center Initial Appointments: Lisa March Matthew Scott, MD Jeffrey Pamplin, MD Sanjay Subramanian, MD 	

	<ul style="list-style-type: none"> o Eric Dudenhofer, ARNP o Wendy Hughes, ARNP o Bruce Geryk, MD o William Lou, MD 	
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 Lee Seekins. The meeting was adjourned at 6:55 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

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.