

# Board of Commissioners

Date | time 7/29/2024 6:00 PM | Location CMC Training Room

Meeting called by Jerry Kennedy  
 Type of meeting Regular Board meeting  
 Note taker Leha Neilsen, Administrative Office Manager  
 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>June 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>Approve the UR Program</i>	<i>Motion requested</i> Karie Fields	5 mins
<input type="checkbox"/> <b>Chief Executive Officer report</b> <i>Governance Policies 1.0 – 1.3</i> <i>Financial report</i>	Kelly Hughes	10 mins

<input type="checkbox"/> <b>Resolutions</b> <i>Resolution 1284 – Charity Care June 2024</i> <i>Resolution 1285 – Bad Debt June 2024</i> <i>Resolution 1286 – Payment of Warrants June 2024</i> <i>Resolution 1287 – Additional Funding to the 2024 budget</i>	<i>Motion Requested</i>	5 mins
<input type="checkbox"/> <b>Chief of Staff Report</b>	Dr. Hsieh	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>Aug 26<sup>th</sup> @ 6pm</i>	Board of Commissioners	5 mins
<input type="checkbox"/> <b>Executive Session:</b> <i>RCW 42.30.110(1)(g)</i>	Jerry Kennedy	TBD
<input type="checkbox"/> <b>Credentialing</b> <i>Approval of Credentialing</i>	<i>Motion requested</i>	3 mins
<input type="checkbox"/> <b>Adjournment</b>	<i>Motion requested</i>	1 min

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Agenda Details

[Drafted previous meeting minutes](#) | June 29th

# Board of Commissioners Meeting

## Minutes

JUNE 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, Leha Neilsen, Shawn Groh, Natalie Dennis, Joyce Bodeau, Kraig Fuller, Mesha Markwell, Heather McCleary, Beth Goetz, Baylee George, Amber Pearce John Stindt- HUD   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

Action items	Person responsible	Motion carried

5 MINS APPROVAL OF MINUTES BOARD OF COMMISSIONERS

Discussion	The previous minutes were distributed before the meeting. <ul style="list-style-type: none"> <li>• May Meeting</li> <li>• June 7th Special Meeting minutes</li> </ul>	
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Conclusions	Commissioner Kris Hare moved for approval of the minutes that were presented. The motion was seconded by Commissioner Lee Seekins. Motion carried.	
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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>• No public comments at this time</li> </ul>	
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10 MINS NEW BUSINESS RAMONA HICKS

Discussion	<ul style="list-style-type: none"> <li>• <b>Resolution 1279 – 1283 were distributed before the meeting</b> <ul style="list-style-type: none"> <li>o A motion was made by Kris Hare to adopt the resolution 1279, introducing Kelly Hughes as the superintendent of the district. The motion was seconded by Lee Seekins. Motion Carried.</li> <li>o Commissioner Lee Seekins made a motion to adopt the resolution 1280 ratifying Kelly Hughes as the superintendent of the district. The motion was seconded by Kris Hare. Motion Carried.</li> <li>o Commissioner Hare made a motion to adopt Resolutions 1281-1283. Commissioner Seekins seconded the motion. Motion Carried.</li> <li>o The CEO contract was presented to the board; Kelly will be appointed with a 3-year contract. <ul style="list-style-type: none"> <li>▪ Commissioner Lee Seekins made a motion to approve the CEO contract as presented. The motion was made by Commissioner Kris Hare. Motion carried.</li> </ul> </li> <li>o Information regarding the need to hire a COO was presented to the Board before the Board meeting. <ul style="list-style-type: none"> <li>▪ Ramona discussed the reasons why the executive team has decided to hire a COO.</li> <li>▪ A motion was made by Commissioner Kris Hare to approve bringing an additional c-suite position to CMC. The motion was made by Commissioner Lee Seekins.</li> </ul> </li> <li>o Ramona Hicks will remain as our CNO and thanked Kelly and the Board for making this transition smooth, and recognized our commissioners who are outstanding, caring, dedicated and the best board.</li> <li>o Ramona is confident in Kelly and the entire team guiding CMC into the future.</li> </ul> </li> </ul>	
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Discussion	
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10MINS CFO UPDATE KELLY HUGHES

Discussion	<ul style="list-style-type: none"> <li>• Kelly thanked the Board for the opportunity for this position</li> <li>• May was a good month for CMC! With a gain of \$428,595 and a YTD loss of \$39,302</li> <li>• Operational Cash loss, was \$1,190,399 due to three payrolls in May, deposits from operations were below budget at \$2,721,793.</li> <li>• AR 79 and Days of Cash on Hand was 40</li> <li>• Gross Pt. Rev was \$6,524,770 and Total Operating Rev was \$3,740,067.</li> <li>• Operating expense was \$3,290,575.</li> <li>• Medicaid: Liability Balance (\$290,765)</li> <li>• 2022 Medicaid Payable \$471,304 (overpaid based on 2020 costs) (\$47,130.38/mo for 11 months)</li> <li>• Medicare: Liability Balance is \$795,023</li> <li>• 2023 Final Cost Report Complete, Medicare owes us estimated \$795,023</li> <li>• Noridian/CMS desk audit is starting in July on Year end 2020 Cost Report.</li> <li>• There were no issues with our Mesriow reports, now funds were on the list.</li> <li>• Governance Policy 1.4 was submitted and reviewed before the meeting, this policy is in compliance.</li> </ul>
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RESOLUTIONS	<ul style="list-style-type: none"> <li>• <b>Financial Resolutions:</b> <ul style="list-style-type: none"> <li>○ <b>Resolution 1276 – Charity Care –May 2024</b> - Commissioners of the District wish to authorize the write-off of certain Charity Care cases for \$131,964.56 identified in the listings for May 2024.</li> <li>○ <b>Resolution 1277 – Bad Debt May 2024–</b> Commissioners were given Bad Debts of \$41,410.04 for May 2024.</li> <li>○ <b>Resolution 1278 – Payment of Warrants May 2024–</b> Accounts Payable Warrants # 606115276 through #606115655 totaling \$1,880,436.47 and Payroll Warrants totaling \$1,448,561.49 for May 2024.</li> </ul> </li> </ul>
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CONCLUSIONS	<ul style="list-style-type: none"> <li>• Commissioner Geary Oliver moved for approval of all financial resolutions. The motion was seconded by Commissioner Lee Seekins motion carried.</li> </ul>
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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"> <li>• Dr. Hsieh was absent from this meeting.</li> </ul>
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CONCLUSIONS	
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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 noted that the Board Conference that the Board attended this week was a great learning opportunity for the Board and was extremely valuable.</li> <li>Lee echoes what Jerry said about the conference.</li> <li>Brad attending a meeting about Ai dictation with Oracle and thinks it would be useful for CMC.</li> </ul>
CONCLUSIONS	

5 MINS EXECUTIVE SESSION BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none"> <li>Executive session was not utilized for this meeting.</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</li> <li>Credentialing privileges were approved for the following providers             <ul style="list-style-type: none"> <li>Rita Davis, ARNP</li> <li>Vishal Jani, MD</li> <li>Sarabijt Atwal, MD</li> <li>Archit Bhatt, MD</li> <li>Lilith Judd, MD</li> <li>Amit Kansara, MD</li> <li>Robert Lada, MD</li> <li>Andrew Rontal, MD</li> <li>John Zurasky, MD</li> <li>Theodore Lowenkopf, MD</li> <li>Biggya Sapkota, MD</li> </ul> </li> </ul>	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Approval of Credentialing	Credentialing Specialist	<input checked="" type="checkbox"/>
Adjournment	Lee Seekins made a motion to adjourn the meeting, the motion was seconded by Kris Hare. The meeting was adjourned at 6:35 PM	

Respectfully Submitted by:

Leha Neilsen

Approved by:

Commissioner Kris Hare

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## Agenda topics

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Agenda Details: [short overview of agenda item – *Approval/motion requested*]

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## Special notes and additional information

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# 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
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### **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.