



BOARD OF COMMISSIONERS MEETING

MINUTES

JULY 29, 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, Sharon Gilmore, Heidi Christian, Jessica Smith 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"> June Meeting 	
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

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	<ul style="list-style-type: none"> No public comments at this time 		
	10 MINS	NEW BUSINESS	RAMONA HICKS
DISCUSSION	The Utilization Review Program for CMC was presented to the board for approval. Commissioner Brad Parrish moved to approve the Utilization Review Program. The motion was seconded by Commissioner Kris Hare. Motion Carried		
DISCUSSION			
	10MINS	ADMINISTRATIVE UPDATE	KELLY HUGHES
DISCUSSION	<ul style="list-style-type: none"> Kelly will be reporting for whole the executive team going forward Natalie Dennis has been promoted to our new Chief Financial Officer, Shawn Groh has been promoted to our new Chief Operations Officer, and Leha was promoted to the Administrative Office Manager, managing the Executive Assistants of the facility. We are distributing vendor sign-ups, sponsorship forms, and invitations to our community and business partners for the Powwow on September 19th! CNO update – Christy Phillips has been promoted to our new Quality Director in training, Stacy Moore, RN will be taking the Acute Care Manager position. <ul style="list-style-type: none"> Ramona is attending a WSHA Board meeting retreat July 28th – July 30th Work continues on the hospital staffing committee, ensuring we remain in compliance with the new laws. COO update- Senior Directors have toured the new Coulee City building, they are still in the construction phase and will be opening in the new year. <ul style="list-style-type: none"> Grain bins, we have included a budget resolution in the Board packet, asking for an additional \$275,000 to the 2024 budget to demolish the grain bins on the facility ground. CFO Update – CMC saw a loss in June of \$289430 with a YTD loss of \$337,732. <ul style="list-style-type: none"> Operational loss of \$48,389, Cash and investments were at \$4,033,948. AR went down to 74 and Days Cash on Hand is 35 Gross Patient Rev was above budget Total op rev was below budget Medicaid: Liability Balance (\$243,634) <ul style="list-style-type: none"> 2022 Medicaid Payable \$471,304 (overpaid based on 2020 costs) (\$47,130.38/mo for 11 months) Medicare: Liability Balance is \$996,323 <ul style="list-style-type: none"> 2023 Final Cost Report Complete, Medicare owes us for Cost Report \$785,323 and a Lump Sum Adjustment of \$211,000 SNP Safety Net Program: Receivable Expected in August of \$213,275 Noridian/CMS desk audit is on-going for YE2020 Cost Report Governance Policies 1.0 – 1.4 were presented to the board before the meeting for their review. 		
RESOLUTIONS	<ul style="list-style-type: none"> Financial Resolutions: <ul style="list-style-type: none"> Resolution 1284 – Charity Care –June 2024 - Commissioners of the District wish to authorize the write-off of certain Charity Care cases for \$45,367.82 identified in the listings for June 2024. Resolution 1285 – Bad Debt June 2024– Commissioners were given Bad Debts of \$48,764.83for June 2024 		



	<ul style="list-style-type: none"> o Resolution 1286 – Payment of Warrants June 2024– Accounts Payable Warrants #606115656 through #606115981 totaling \$1,740,003.01 and Payroll Warrants totaling \$ 969,946.76 for June 2024. o Resolution 1287 – Additional Funding to the 2024 Budget- not to exceed the amount of \$275,000 for the removal of the Grain Bins. 	
CONCLUSIONS	<ul style="list-style-type: none"> • Commissioner Brad Parrish 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"/>

10 MINS

CHIEF OF STAFF/CMO UPDATE

DR. HSIEH

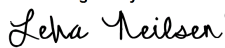
DISCUSSION	<ul style="list-style-type: none"> • The clinic continues to actively pursue recruitment to fill coverage for Family Practice and Walk-in. We had interviewed 5 candidate locums last week and have requested two of the 5 to see if they would be available. Additional updates with clinic recruitment are the following: <ul style="list-style-type: none"> o Selemani Wambuzi: Physician assistant, currently working in Moses Lake/Ritzville. Scheduled to onboard with us on August 1st. Sel will cover for Sasha for a few days, ensuring smooth operations during the transition period. o Sasha Dunbar: Walk-in provider. Extending their term from January to March 2025, providing continuity and stability in the clinic. o Lisa March: Dietician. Completing her clinic onboarding, and enhancing the clinic's nutritional counseling services. o Dr. Geoff Jones: MD covering endoscopies in August. Will be onboarded on the 30th to provide coverage for Dr. Hsieh while he is away, ensuring uninterrupted patient care. o Recent onboarding efforts have received positive feedback from both new hires and existing staff, indicating successful integration and satisfaction. • ScribeEMR: The implementation of ScribeEMR continues to progress well, improving documentation efficiency and accuracy. • Paulla Minuto will be serving as our new care manager starting next week, contributing to improved patient care coordination and management with medication management. • Service Lines: Focus on implementing Urology and Orthopedic service lines to ensure high-quality surgical care. Currently still in the beginning phases of planning the service line and meeting the providers. • DOPL Visit Robotic U/S service will be on-site in August. Preparations are underway to ensure compliance and readiness for the visit. • The clinic and hospital departments are making significant strides in recruitment, onboarding, and workflow improvement. Positive feedback from new hires and the successful integration of new technologies highlight the progress made. Ongoing efforts to recruit FTE positions and enhance service lines are expected to further improve patient care and operational efficiency. The upcoming DOPL visit is a key focus, with preparations ensuring full compliance and readiness. Providers have overall been engaged with good morale.
CONCLUSIONS	

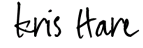


ACTION ITEMS		PERSON RESPONSIBLE	MOTION CARRIED
			<input type="checkbox"/>
5 MINS		COMMITTEE REPORTS AND NEXT MEETING	
5 MINS		BOARD OF COMMISSIONERS	
DISCUSSION	Sharon Gilmore gave a quality report lasting for 20 mins.		
CONCLUSIONS			
5 MINS		EXECUTIVE SESSION	
5 MINS		BOARD OF COMMISSIONERS	
DISCUSSION	<ul style="list-style-type: none"> Executive session was not utilized for this meeting. 		
ACTION ITEMS		PERSON RESPONSIBLE	MOTION CARRIED
2 MINS		CREDENTIALING	
2 MINS		BOARD OF COMMISSIONERS	
DISCUSSION	<ul style="list-style-type: none"> Commissioner Kris Hare made a motion to approve the credentialing as presented. Commissioner Lee Seekins 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"> Charles Randolph, MD Mimi Lee, MD Sheila Smith, MD Lindsey Frishmann, DO Kyle Ogami, MD Kishan Patel, MD 		
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:

Approved by:

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 8/27/2024
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 8/28/2024
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Leha Neilsen

Kris Hare

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Administrative Office Manager/EA to the CEO

Secretary, Board of Commissioners