

Board of Commissioners

Date | time 9/30/2024 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"/> 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>August 2024 Minutes</i>	<i>Motion requested</i>	2 mins
<input type="checkbox"/> Public Comments		5 mins
<input type="checkbox"/> New Business	<i>Motion requested</i>	
<input type="checkbox"/> Chief Executive Officer report <i>Financial report</i>	Kelly Hughes	10 mins

<input type="checkbox"/> Resolutions <i>Resolution 1291 – Charity Care August 2024</i> <i>Resolution 1292 – Bad Debt August 2024</i> <i>Resolution 1293 – Payment of Warrants August 2024</i> <i>Resolution 1294 - Budget Amendment – Drager portal ventilator</i> <i>Resolution 1295 – Budget Amendment – Nu-Step Cross Trainer</i> <i>Resolution 1296 – Budget Amendment - Helipad</i>	<i>Motion Requested</i>	5 mins
<input type="checkbox"/> Chief of Staff Report	Dr. Hsieh	5 mins
<input type="checkbox"/> Board Committee Reports	Board of Commissioners	5mins
<input type="checkbox"/> Next Meeting date and time <i>October 28thth @ 6pm</i>	Board of Commissioners	5 mins
<input type="checkbox"/> Executive Session: <i>RCW 42.30.110(1)(g)</i>	Jerry Kennedy	TBD
<input type="checkbox"/> Credentialing <i>Approval of Credentialing</i>	<i>Motion requested</i>	3 mins
<input type="checkbox"/> Review Governance Policies	Jerry Kennedy	15 mins
<input type="checkbox"/> Adjournment	<i>Motion requested</i>	1 min

Agenda Details

[Drafted previous meeting minutes](#) | August 26th

Board of Commissioners Meeting

Minutes

AUGUST 26, 2024

6:00 PM

VIA ZOOM

Meeting called by	Commissioner Kris Hare
Type of meeting	Regular Board of Commissioners meeting
Facilitator	Commissioner Kris Hare
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, Natalie Dennis, Mesha Markwell, Heather McCleary, Sharon Gilmore, Baylee George, Renata Rollins- The Star
call to order	Board of Commissioners President Kris Hare 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 the mission, Vision, and Values.
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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"> July Meeting 	
Conclusions	Commissioner Lee Seekins 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 PUBLIC COMMENTS KRIS HARE		
Discussion	<ul style="list-style-type: none"> No public comments at this time 	
0 MINS NEW BUSINESS		
Discussion	No new business	
Discussion		
10MINS ADMINISTRATIVE UPDATE KELLY HUGHES		
Discussion	<ul style="list-style-type: none"> CEO Report: Kelly distributed the CEO report to the Board before the meeting; there were no questions raised. CFO Update: The Noridian audit was discussed. A pre-review was conducted last year, and we are currently awaiting the final results. Budget Training: Shawn is training Natalie on budget management, and they will be working on this in the coming months. Revenue Cycle Job Shadowing: The revenue cycle team has initiated a job shadow program within their departments to gain insight into their operations. Strategic Plan: The strategic plan has been sent to the Board and is available to leadership teams. The team has been developing this for the past few months. Kelly intends to present the plan to all staff next week at the employee BBQ. It will also be available upon request. <ul style="list-style-type: none"> Brad Parrish made a motion to accept the strategic plan, which was seconded by Lee Seekins. The motion carried. The new Organizational Chart was presented to the Board. 	

	<ul style="list-style-type: none"> Governance Policies 1.5 – 1.9 were distributed before the meeting. Kelly made minor edits, but nothing significant. Board Governance: The board decided to schedule time in their regular meetings to review Board Governance Policy. 	
RESOLUTIONS	<ul style="list-style-type: none"> Financial Resolutions: <ul style="list-style-type: none"> Resolution 1288 – Charity Care –July 2024 - Commissioners of the District wish to authorize the write-off of certain Charity Care cases for \$75,353.08 identified in the listings for July 2024. Resolution 1289 – Bad Debt July 2024– Commissioners were given Bad Debts of \$80,851.50 for July 2024. Resolution 1290 – Payment of Warrants July 2024– Accounts Payable Warrants #606115982 through #606116348 totaling \$1,758,646.30 and Payroll Warrants totaling \$1,023,750.48 for July 2024 	
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"> No report at 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"> Sharon and the quality team are working on developing a dashboard to present to the board. Kris spoke about the ReadDoc software, CMC is looking at different software options. 	
CONCLUSIONS		

5 MINS EXECUTIVE SESSION BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none"> Commissioner Kris Hare closed the open meeting to go into an executive session regarding RCW 42.30.110(1)(g) for 20 minutes at 6:30 pm. The Executive session was extended for another 12 minutes. The open session was reconvened at 7:02 pm 	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED

2 MINS

CREDENTIALING

BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none"> A motion was made by Commissioner Lee Seekins to approve the credentialing as presented. The motion was seconded by Commissioner Brad Parrish. Motion Carried. 		
CONCLUSIONS	<ul style="list-style-type: none"> Credentialing privileges were approved for the following providers <ul style="list-style-type: none"> Meghan Romba, MD Lien Nguyen, DO Binod Wagle, 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 7:05 PM		

Respectfully Submitted by:

Approved by:

Leha Neilsen

Administrative Office Manager/EA to the CEO

Kris Hare

Secretary, Board of Commissioners

Agenda topics

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

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