



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.

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

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 	
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. 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 \$45,367.82 identified in the listings for June 2024. Resolution 128 – Bad Debt July 2024- Commissioners were given Bad Debts of \$48,764.83for June 2024 Resolution 1286 – Payment of Warrants July 2024- Accounts Payable Warrants #606115656 through #606115981 totaling \$1,740,003.01 and Payroll Warrants totaling \$ 969,946.76 for June 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. 	
CONCLUSIONS		
5 MINS	EXECUTIVE SESSION	
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	
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
Approval of Credentialing		Credentialing Specialist
		MOTION CARRIED
		<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:

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Leha Neilsen 10/7/2024
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Leha Neilsen
Administrative Office Manager/EA to the CEO

DocuSigned by:
Kris Hare 10/7/2024
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Kris Hare
Secretary, Board of Commissioners

