

Board of Commissioners

Date | time 2/24/2025 6:00 PM | Location CMC Training Room

Meeting called by	Lee Seekins
Type of meeting	Regular Board meeting
Note taker	Leha Neilsen, Administrative Office Manager
Timekeeper	Leha Neilsen

Board Members: Jerry Kennedy, Commissioner | Commissioner Kris Hare, Commissioner and Board Secretary | Brad Parrish, Commissioner | Geary Oliver, Commissioner | Lee Seekins, Commissioner and Board Chair

[Please Read](#) Previous meeting minutes pg. 3 -6

Agenda Items

Topic	Presenter	Time allotted
<input type="checkbox"/> Call to Order	Lee Seekins	2 mins
<input type="checkbox"/> Introductions and Announcements	Lee Seekins	
<input type="checkbox"/> Mission, Vision, and Values	Board of Commissioners	5 mins
<input type="checkbox"/> Approve previous meeting minutes <i>January 2025 Minutes</i>	<i>Motion requested</i>	2 mins
<input type="checkbox"/> Public Comments		
<input type="checkbox"/> New Business		
<i>Corebridge Financial – Resolution Authorizing Individuals</i>	Kelly Hughes	10 mins
<i>2025 Board Education Planning</i>	Lee Seekins/Kelly Hughes	10 mins
<input type="checkbox"/> Chief Executive Officer report	Kelly Hughes	10 mins

<input type="checkbox"/>	Financial report <i>4th Quarter Mesirow Reports</i>	Kelly Hughes	5 mins
<input type="checkbox"/>	Resolutions <i>Resolution 1311 – Charity Care January 2025</i> <i>Resolution 1312 – Bad Debt January 2025</i> <i>Resolution 1313 – Payment of Warrants January 2025</i> <i>Resolution 1314 – Authorizing Accounts Signature</i> <i>Resolution 1315- Authorization for Bank Accounts</i> <i>Resolution 1316 – Opening a New Bank Account</i>	<i>Motion Requested</i>	5 mins
<input type="checkbox"/>	Chief of Staff Report	Dr. Randolph	5 mins
<input type="checkbox"/>	Board Committee Reports	Board of Commissioners	5 mins
<input type="checkbox"/>	Next Meeting date and time <i>March 31st 2025</i>	Board of Commissioners	5 mins
<input type="checkbox"/>	Executive Session: <i>RCW 42.30.110(1)(g)</i>	Lee Seekins	TBD
<input type="checkbox"/>	Credentialing <i>Approval of Credentialing</i>	<i>Motion requested</i>	3 mins
<input type="checkbox"/>	Adjournment	<i>Motion requested</i>	1 min

Agenda Details

[Drafted previous meeting minutes](#) | 1/27/25

Board of Commissioners Meeting

Minutes

JANUARY 27, 2025

6:00 PM

VIA ZOOM

Meeting called by	Commissioner Jerry Kennedy
Type of meeting	Regular Board of Commissioners meeting
Facilitator	Commissioner Jerry Kennedy
Recorder	Leha Neilsen
Commissioners	Commissioner Jerry Kennedy, Commissioner Kris Hare, Commissioner Brad Parrish, Commissioner Geary Oliver, Commissioner Lee Seekins
Attendees	Kelly Hughes, Ramona Hicks, Natalie Dennis Leha Neilsen, Teresa Herdrick, Mesha Markwell, Heather McCleary, Amber Pearce, Karen Rimpler, Kelly Shaw – RNEP, Brenda Senger, RNEP, John Stindt – HUD
call to order	Board of Commissioners 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 dispensed this item at this meeting

Agenda topics

RNEP PRESENTATION		
Brenda Senger, PhD, MA, RN, RNEP attended the meeting and gave a presentation on the Rural Nursing Education Program – See attached.		
5 MINS	APPROVAL OF MINUTES	BOARD OF COMMISSIONERS
Discussion	<p>The previous minutes were distributed before the meeting.</p> <p>Budget Hearing November Meeting Special Meeting 1.9.25</p>	

Conclusions	Commissioner Kris Hare 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		JERRY KENNEDY
Discussion	<ul style="list-style-type: none"> No public comments at this time 		
0 MINS	NEW BUSINESS		
Discussion	2025 Election of officers of the Board <ul style="list-style-type: none"> Kris nominates Lee Seekins as President. Motion seconded by Brad Parrish. Motion carried. Brad Parrish nominates Kris Hare for secretary, motion is seconded by Geary Oliver. Motion carried. Committee assignments were distributed. Kris Hare moves to approve the committee assignments as presented; motion is seconded by Lee Seekins. Motion Carried. Lee thanks Jerry for his service is to the board as chair for 11 years. 		
Discussion			
10MINS	ADMINISTRATIVE UPDATES		KELLY HUGHES AND NATALIE DENNIS
Discussion	<ul style="list-style-type: none"> CEO Report: Kelly shared the CEO report with the Board – see CEO report for details. CFO report: Natalie gave the CFO report for December 2024 – see CFO financial report and spreadsheets for detailed report. 		
RESOLUTIONS	<ul style="list-style-type: none"> <u>Financial Resolutions:</u> <ul style="list-style-type: none"> <u>Resolution 1307 – Charity Care –November and December 2024</u> - Commissioners of the District wish to authorize the write-off of certain Charity Care cases for \$44,019.62 identified in the listings for November 2024 and Charity Care cases for \$66,110.03 for December in 2024. <u>Resolution 1308 – Bad Debt November and December 2024–</u> Commissioners were given Bad Debts for \$105,983.70 for November and \$73,909.12 for December 2024. <u>Resolution 1309 – Payment of Warrants November and December 2024–</u> Accounts Payable Warrants #606117433 through # 606117831 totaling \$1,819,332.57 and Payroll Warrants totaling \$1,644,657.67 for November 2024. Commissioners of the District wish to authorize the payment of Accounts Payable Warrants #606117832 through #606118172 totaling \$1,741,596.63 and Payroll Warrants totaling \$1,199,666.14 for December 2024. <u>Budget Amendment 1310 – Petty Cash amounts</u> – Petty Cash Funds shall consist of the following <ul style="list-style-type: none"> Coulee Medical Center Patient Access Department Cash Drawer - \$450.00 Coulee Medical Center Patient Access Department Petty Cash Fund - \$250.00 Coulee Medical Center Dietary Cash Drawer - \$450.00 Coulee City Clinic Cash Drawer - \$100.00 Grand Coulee Physical Therapy Cash Drawer - \$100.00 		

CONCLUSIONS	<ul style="list-style-type: none"> Commissioner Jerry Kennedy 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 DR. RANDOLPH

DISCUSSION	<ul style="list-style-type: none"> Dr. Randolph was absent but sent a report to the board prior to the meeting, the medical staff is happy and excited about the direction we are headed. 		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED	
		<input type="checkbox"/>	

5 MINS BOARD COMMITTEES BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none">• Kris attended the HR committee this month where the Meal and Rest Breaks law was discussed as well as employee data was dispersed to the Board.• Christy led the Quality meeting, information was distributed to the board. Melissa Dunlap is the 2024 safety champion. 0 hospital acquired infections for 2024. Shout out to Sandy Edwards for her antimicrobial stewardship program.• Kris attended the credentialing meeting.• Lee attended the EOC meeting this month, where yearend goals were discussed including needle stick and fall reports for 2024. A need was pointed out that there is a need for car seats in our community, this could be a great project for the foundation or another community group.
CONCLUSIONS	

5 MINS EXECUTIVE SESSION BOARD OF COMMISSIONERS

DISCUSSION	<ul style="list-style-type: none"> Not needed at this meeting 		
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 Geary Oliver to approve the credentialing as presented. The motion was seconded by Commissioner Jerry Kennedy. Motion Carried. 		
CONCLUSIONS	<ul style="list-style-type: none"> Credentialing privileges were approved for the following providers Selemani Wambuzi, PA-C 		
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED	
Approval of Credentialing	Credentialing Specialist	<input checked="" type="checkbox"/>	

15 MINS	GOVERNANCE POLICIES	BOARD OF COMMISSIONERS
DISCUSSION	<ul style="list-style-type: none"> Governance Policy 1.7 was presented for revision regarding section 3 and 4. Jerry suggests we change the language in section 3 to "enter into contract employment with other executives without consulting the Board." Revision on section 4 in policy 1.7, Jerry suggests adding language to this section stating "The CEO will not establish or authorize bonus or incentive programs for executives without first consulting the Board." <ul style="list-style-type: none"> Jerry Kennedy moves to approve the changes to Governance policy 1.7. Motion seconded by Kris Hare. Motion Carried The governance committee revised the Code of Conduct form to reflect language in policy 2.6 and removed repetitive language. <ul style="list-style-type: none"> Jerry moved to approve the changes brought forward to the Board commitment form and remove exhibit A and replace it with "Board Commitment Form". Motion was seconded by Geary Oliver. Motion carried. 	
CONCLUSIONS	<ul style="list-style-type: none"> Commissioner unanimously agree to approve changes to governance policy 1.7. Commissioners unanimously agreed to dispense Exhibit A in policy 2.6 and replace it with the revised Board Commitment form as presented. 	
Adjournment	Geary Oliver made a motion to adjourn the meeting, the motion was seconded by Brad Parrish. The meeting was adjourned at 7:25 PM	

Respectfully Submitted by:

Approved by:

Leha Neilsen

Administrative Office Manager/EA to the CEO

Kris Hare

Secretary, Board of Commissioners

Agenda topics

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.