DOUGLAS, GRANT, LINCOLN & OKANOGAN COUNTIES PUBLIC HOSPITAL DISTRICT NO. 6

COULEE MEDICAL CENTER

Board of Commissioners

Date | *time* 8/25/2025 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
☐ **Call to Order**	Lee Seekins	2 mins
☐ **Introductions and Announcements**	Lee Seekins	2 mins
☐ **Mission, Vision, and Values**	Board of Commissioners	5 mins
☐ **Approve previous meeting minutes**	*Motion requested*	2 mins
July 2025 Minutes		
☐ **Public Comments**		5 mins
☐ **New Business**		
Board workshop – set date	Lee Seekins	5 mins
☐ **Chief Executive Officer's Report**	Kelly Hughes	10 mins
Purchasing Policy		
☐ **Financial report**	Natalie Dennis	5 mins

☐	**Resolutions**	*Motion Requested*	5 mins
	Resolution 1334 – Charity Care July 2025		
	Resolution 1335 – Bad Debt July 2025		
	Resolution 1336 – Payment of Warrants July 2025		
	Resolution 1337 – Budget Amendment - Drager Jaundice Meter		
	Resolution 1338 – Surplus Equipment		
☐	**Chief of Staff Report**	Dr. Randolph	5 mins
☐	**Board Committee Reports**	Board of Commissioners	5 mins
☐	**Next Meeting date and time**	Board of Commissioners	5 mins
	September @ 29th 6:00pm		
	October meeting - TBD		
☐	**Executive Session:** *RCW 42.30.110(1)(b)*	Lee Seekins	TBD
☐	**Credentialing** *Approval of Credentialing*	*Motion requested*	3 mins
☐	**Adjournment**	*Motion requested*	1 min

Minutes

JULY 28, 2025 | 6:00 PM | VIA ZOOM

Meeting called by	Commissioner Lee Seekins
Type of meeting	Regular Board of Commissioners meeting
Facilitator	Commissioner Lee Seekins
Recorder	Leha Neilsen
Commissioners	Commissioner Brad Parrish, Commissioner Lee Seekins, Commissioner Kris Hare, Commissioner Jerry Kennedy
Attendees	Kelly Hughes, Natalie Dennis, Amy Haden, Ramona Hicks, Dr. Randolph, Leha Neilsen, Christy Phillips, Joyce Bodeau, Heather McCleary, Sandy Edwards, Baylee George, Teresa Herdrick, Melissa Dunlap
call to order	Commissioner Seekins called the meeting to order at 6:00 p.m. A quorum was present.
annouNcements & introductions	N/A for this meeting
Mission & Vision	Read aloud by the Board

Agenda topics

5 MINS | APPROVAL OF MINUTES | BOARD OF COMMISSIONERS

Discussion	The previous minutes were distributed before the meeting. June Meeting
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

30MINS | QUALITY REPORT | CHRISTY PHILLIPS

Discussion	• The quarter 2 Quality Board Report was reviewed and discussed, see attachments to view full report

10MINS	ADMINISTRATIVE UPDATES	KELLY HUGHES

Discussion	• **CEO Report:** Kelly presented the CEO report with the Board – see CEO report for details. • **CFO report:** Natalie Dennis gave the CFO report for June 2025 – see the CFO financial report and spreadsheets for the detailed report.

RESOLUTIONS	• **Financial Resolutions:**
	  ○ **Resolution 1330 – Charity Care – June 2025** - Commissioners of the District wish to authorize the write-off of certain Charity Care cases for $48,514.27 identified in the listings for June 2025.
	  ○ **Resolution 1331 – Bad Debt June 2025–** Commissioners were given Bad Debts for $79,005.24 for June.
	  ○ **Resolution 1332 – Payment of Warrants June 2025**– Accounts Payable Warrants #606119992 through #606120345 totaling $2,094,099.83 and Payroll Warrants totaling $1,098,662.13 for June 2025.
	  ○ **Resolution 1333 – Budget Amendment**- Commissioners were given information regarding authorizing a $75,000.00 addition to the 2025 Budget for a Sonosite LX Ultrasound System Bundle for the Rural Health Clinic.

CONCLUSIONS	• Commissioner Geary Oliver moved for approval of all financial resolutions. The motion was seconded by Commissioner Brad Parrish. Motion carried.

ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Financial Resolutions	Leha Neilsen	☒

10 MINS	CHIEF OF STAFF	DR. RANDOLPH

DISCUSSION	Dr. Randolph updates that the Medical Staff continues to work on recruiting efforts, we continue to be short staffed in across the board for providers.
CONCLUSIONS	

ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
		☐

5 MINS	BOARD COMMITTEE REPORTS	BOARD OF COMMISSIONERS

DISCUSSION	Kris updates that she attended the HR committee, and noted the issues the district is facing with housing.
CONCLUSIONS	

5 MINS	NEXT MEETING DATE AND TIME	BOARD OF COMMISSIONERS

DISCUSSION	August 25th @ 6:00pm
CONCLUSIONS	

5 MINS	EXECUTIVE SESSION	BOARD OF COMMISSIONERS

DISCUSSION	• N/A	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED

2 MINS	CREDENTIALING	BOARD OF COMMISSIONERS

DISCUSSION	• A motion was made by Commissioner Kris Hare to approve the credentialing as presented. The motion was seconded by Commissioner Brad Parrish Motion Carried.	
CONCLUSIONS	• Credentialing privileges were approved for the following providers o Brittney Lundy, CRNA o Christina Mora, MD	
ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
Approval of Credentialing	Credentialing Specialist	☒
Adjournment	Jerry Kennedy made a motion to adjourn the meeting, the motion was seconded by Brad Parrish. The meeting was adjourned at 6:58 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.