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

Board of Commissioners

Date | *time* 11/3/2025 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
September 2025 Minutes		
☐ **Public Comments**		5 mins
☐ **New Business**		5 mins
☐ **Chief Executive Officer's Report**	Kelly Hughes	10 mins
☐ **Financial report**	Natalie Dennis	5 mins

☐	**Resolutions** *Resolution 1342 – Charity Care September 2025* *Resolution 1343 – Bad Debt September 2025* *Resolution 1344 – Payment of Warrants September 2025* *Resolution 1345 – Equipment Surplus*	*Motion Requested*	5 mins
☐	**Chief of Staff Report**	Dr. Randolph	5 mins
☐	**Board Committee Reports** *CEO Evaluation status*	Board of Commissioners Lee Seekins	5 mins
☐	**Next Meeting date and time** *Set Budget Hearing* *November 24th*	Board of Commissioners	5 mins
☐	**Executive Session:** *RCW 42.30.110(1)(b)*	Lee Seekins	TBD
☐	**Credentialing** *Approval of Credentialing*	*Motion requested*	3 mins
☐	**Adjournment**	*Motion requested*	1 min

Agenda Details

Drafted previous meeting minutes | 9/29/25

Board of Commissioners Meeting

Minutes

SEPTEMBER 29, 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, Shawn Groh, Natalie Dennis, Amy Haden, Dr. Randolph, Leha Neilsen, Christy Phillips, Heather McCleary, Mesha Markwell
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. August and Special Meeting from 9/15/25
Conclusions	Commissioner Kris Hare moved for approval of the minutes that were presented. The motion was seconded by Commissioner Jerry Kennedy. Motion carried.

Action items	Person responsible	Motion carried
Approved previous meeting minutes	Leha Neilsen	Unanimously

30MINS | NEW BUSINESS | CHRISTY PHILLIPS

Discussion	• The CEO peer reviews for the annual evaluation will be going out in the coming days, and that will be done in November.

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 August 2025 – see the CFO financial report and spreadsheets for the detailed report. • **None of our accounts are on the watch list for the Mesirow report for quarter two.** • **Natalie brings up that the budget for the board needs to be discussed, the board agreed to keep in the same as last year and wants to attend the NW Rural Conference, CEO/Board Retreat in Chelan and possibly send a few members to WA DC to lobby for Rural Health.**

RESOLUTIONS	• **Financial Resolutions:**
	  ○ **Resolution 1339 – Charity Care – August 2025** - Commissioners of the District wish to authorize the write-off of certain Charity Care cases for $37,677.61 identified in the listings for August 2025.
	  ○ **Resolution 1340 – Bad Debt August 2025–** Commissioners were given Bad Debts for $67,439.81 for August.
	  ○ **Resolution 1341 – Payment of Warrants August 2025**– Accounts Payable Warrants #606120705 through #606121117 totaling $2,042,897.18 and Payroll Warrants totaling $1,129,609.03 for August 2025.

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 are onboarding multiple new providers! This will improve access to care! The medical staff is excited to have new medical staff joining the CMC team.
CONCLUSIONS	

ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
		☐

5 MINS	BOARD COMMITTEE REPORTS	BOARD OF COMMISSIONERS

DISCUSSION	Kris attended the Quality committee and reports that she likes to see the different departments reporting on their quality measures. Lee echoes that it is nice to hear from the other managers and that Christy is doing a fantastic job!

CONCLUSIONS		

5 MINS	NEXT MEETING DATE AND TIME	BOARD OF COMMISSIONERS

DISCUSSION	• November 3rd @ 6:00pm
CONCLUSIONS	

5 MINS	EXECUTIVE SESSION	BOARD OF COMMISSIONERS

DISCUSSION	• Commissioner Lee Seekins closed the open meeting to go into an executive session regarding RCW 42.30.110(1)(g) for 7 minutes at 6:18 pm. The open session was reconvened at 6:25 pm	
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 Phoebe Hughes, MD o Kathleen Garde, MD o Jonathan Johns, MD o Sarah Dimino, MD o John Victor Cowley, CRNA o Nishath Naseem, MD o Benjamin Atkinson, MD o Michael Marvi, 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 6:28 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.