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
August 2025 Minutes		
Special meeting Minutes Sept 15th		
☐ **Public Comments**		5 mins
☐ **New Business**		5 mins
☐ **Chief Executive Officer's Report**	Kelly Hughes	10 mins
☐ **Financial report**	Natalie Dennis	5 mins
Mesirow Report		

☐	**Resolutions**	*Motion Requested*	5 mins
	Resolution 1339 – Charity Care August 2025		
	Resolution 1340 – Bad Debt August 2025		
	Resolution 1341 – Payment of Warrants August 2025		
☐	**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
	November 3rd @ 6:00		
☐	**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 | 8/25/25

Board of Commissioners Meeting

Minutes

AUGUST 25, 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, 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. July Meeting
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	• Date of Board workshop: Geary Oliver made a motion to call a special meeting on September 15th at 9:00am for a Board Workshop meeting. The motion was seconded by Kris Hare. Motion carried.

10MINS | ADMINISTRATIVE UPDATES | KELLY HUGHES

Discussion	• **CEO Report:** Kelly presented the CEO report with the Board – see CEO report for details.

	• **Kelly brings up that the purchasing policy does not allow for someone else to sign for her when she's gone-** this will be addressed at the Board workshop or annual January meeting. • **CFO report:** Natalie Dennis gave the CFO report for July 2025 – see the CFO financial report and spreadsheets for the detailed report.

RESOLUTIONS	• **Financial Resolutions:**
	  ○ **Resolution 1334 – Charity Care – July 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 1335 – Bad Debt July 2025–** Commissioners were given Bad Debts for $79,005.24 for June.
	  ○ **Resolution 1336 – Payment of Warrants July 2025**– Accounts Payable Warrants #606119992 through #606120345 totaling $2,094,099.83 and Payroll Warrants totaling $1,098,662.13 for June 2025.
	  ○ **Resolution 1337 – Budget Amendment**- Commissioners were given information regarding authorizing a $11,500.00 addition to the 2025 Budget for a Drager Jaundice Meter JM-105 Non-invasive bilirubin measuring device for Labor and Delivery.
	  ○ **Resolution 1338** - The administrator of the district is hereby authorized to proceed with the sale of the Thermofisher Allinity lab analyzer as provided by RCW 74.44.320.

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.
CONCLUSIONS	

ACTION ITEMS	PERSON RESPONSIBLE	MOTION CARRIED
		☐

5 MINS | BOARD COMMITTEE REPORTS | BOARD OF COMMISSIONERS

DISCUSSION	
CONCLUSIONS	

5 MINS | NEXT MEETING DATE AND TIME | BOARD OF COMMISSIONERS

DISCUSSION	• September 29th @ 6:00pm • The Executive team will be attending a conference the date of the October meeting and have asked to move the regular meeting. Commissioner Jerry Kennedy made a motion to move October meeting to November 3rd, the motion was seconded by Geary Oliver. Motion carried.
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 20 minutes at 6:32 pm. The open session was reconvened at 6:52 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 Rhonda Ramm, ARNP o Rodett Osorio, PA o Johnathan Drew, MD o Josh Mayfield, PA

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	Kris Hare
Administrative Office Manager/EA to the CEO	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.