



## Board of Commissioners Regular Meeting Minutes January 28, 2020

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### **PRESENT**

Les Dewey, Commissioner; Ricky Knowles, Commissioner; Juliet Pouillon, Commissioner; Paul Pennington, Commissioner; Robb Kimmes, CEO; Diane Matthews, CNO, Elizabeth Vaivoda, PR/Foundation Director; Brenda Schneider, CFO; Heidi Hedlund; Quality Director; Dr. Russell Smith, Chief of Staff; Renee Warner, Controller.

Guests: John Matthews

### **CALL TO ORDER**

Board Vice Chair, Juliet Pouillon, called the meeting to order at 1807 hours.

### **OPEN DISCUSSION & PUBLIC PARTICIPATION**

No discussion.

### **ELECTION OF OFFICERS AND COMMITTEE ASSIGNMENT**

Renee Warner administered the Oath of Office to Ricky Knowles and Paul Pennington. The Oath of Office was signed and notarized.

Les Dewey presented a motion that all commissioners stay in their current offices for another year. Paul Pennington seconded. Motion approved.

Board Medical Staff and Committee Assignments were assigned to the commissioners. Ricky Knowles moved the approval and Les Dewey seconded. Motion approved.

### **CONSENT AGENDA**

Les Dewey motioned that the Consent Agenda items be approved as written, including Minutes of the December 17, 2019 Regular Meeting; Accounts Payable Warrants in the amount of \$577,089.36, Payroll Warrants in the amount of \$14,195.24, Payroll Electronic Transactions in the amount of \$769,661.66 and Bad Debt in the amount of \$58,065.87. Ricky Knowles seconded. Motion approved unanimously.

### **MEDICAL STAFF REPORT & CREDENTIALING**

Dr. Smith mentioned that the Medical Staff approved their officers and none of the assignments changed from prior year. There were no credentialing/medical staff appointments this month. Paul, who attended the Jan. medical staff meeting, mentioned that the medical staff committee discussed the CommonWell computer records exchange. Also, the holter monitor readings from MCMC have a delay with receiving results and this was discussed.

Dr. Smith and Robb will work with the MCMC Chief Medical Officer to work on the efficiency of the results communication.

## COMMITTEE REPORTS

- **Marketing/Foundation:** Elizabeth reviewed her report. We are moving forward with rebranding of the hospital as well as the monument signage at the bottom of Skyline Drive. Rebranding will be rolled out tomorrow at the Employee Forums. The hospital's website address will be changed as well as email addresses. Her written report was reviewed. Paul asked if the lighting at the end of Skyline Drive could be addressed when the new signage was put up. Juliet asked how the online appointment project was evolving and Robb reported that Bobbi and Susie are working on it right now.
- **Performance Improvement:** Heidi presented the performance improvement report including the quality benchmarking graphs and the patient satisfaction scores for the HCAHPS and CGAHPS. The outpatient satisfaction scores were reviewed and Heidi discussed statistics with the Board. Heidi presented Debi Budnick's "Three Nurses PI Project" which includes three 4<sup>th</sup> graders and their Project of identifying goals to make kids feel more comfortable at the hospital.
- **Planning:** See CEO Report.

## ADMINISTRATIVE REPORTS

- **CEO Report:** Robb announced that the clinic staff interviewed a Behavioral Health candidate today. The local SWACH committee is working on a formal collaborative meeting schedule, two more community health workers, two health advocates for the local schools, adding some Behavioral Health Services for the schools, education for the agencies and the community, and then some funding for the collaborative group. Skyline's new phone system is through a company called MyTel. The new Strategic Clinical Alliance Agreement is currently with Providence's attorneys. Next week, Robb will be interviewing a new PCP from Montana. His references are great and Dr. Didier has already performed a phone interview.
- **Financial Report:** Brenda presented the December 2019 Financial Statements, which were previously reviewed by the board Finance Committee. Bottom line for December is a negative and the YTD is negative due to a significant Medicare pay back. She reviewed the departmental statistics for the year. Medicare is requiring a \$1,108,000 payable after the completion of our preliminary cost report. The payable is attributed to significant expense reductions we implemented in 2018/2019. These monies will be paid back over a five-year period. Brenda reviewed the expenses affecting the bottom line. Discussion followed.
- **CNO Report:** Diane presented her nursing services report. Les asked if the percentage of admits from the ED gone up since the new ED group and Dr. Smith mentioned that all ER docs are pro-admit. The admit vs transfer rate in the ER was discussed.

**OLD BUSINESS**

• **Emergency Department Renovation:** Robb stated that Howard S. Wright Construction was selected as our general contractor for the project. Bi-weekly meetings with the general contractor are now taking place. Our generator is not big enough to supply power to the new addition and we will need to install a second generator. Discussion followed.

• **Levy Lid Lift Proposition:** The financial report shows how important this Levy Lid Lift proposition is. The Foundation has agreed to form and fund a levy campaign committee. The local community council meetings will be attended to promote this. The message to the voters is being planned with a more aggressive communication strategy this time. The August ballot is the timeline goal so the resolution needs to be submitted to the county in May. It is anticipated we will request the same levy amount and language as last ballot. Juliet requested a levy calendar of events for the next meeting.

**NEW BUSINESS**

• **Resolution 539 – Employee Awards & Recognition:** Les presented a proposal to approve Resolution 539. Paul Pennington seconded. Motion approved.

**SIGNATURES:** Write offs and expense vouchers were signed by the appropriate commissioners.

**EXECUTIVE SESSION**

None taken.

**ADJOURN:** Board Chair, Jonathan Blake moved to adjourn the meeting at 1958 hours.

Respectfully Submitted,  
Renee Warner  
Controller

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Board Chair

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Board Secretary