



**Board of Commissioners Regular Meeting Minutes  
February 23, 2021**

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**PRESENT**

N/A - This was a call-in/Zoom only meeting.

**CALL-IN**

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

**ABSENT**

None

**GUESTS (call-in/Zoom)**

None

**CALL TO ORDER**

Board Chair, Juliet Pouillon, called the meeting to order at 1801 hours.

**OPEN DISCUSSION & PUBLIC PARTICIPATION**

No public comment or participation.

**CONSENT AGENDA**

Jonathan Blake motioned that the Consent Agenda items be approved, including the minutes of the January 26, 2021 regular meeting; the January Accounts Payable Warrants totaling \$1,400,509.31, January Payroll Warrants totaling \$4,552.79, January Payroll Electronic Transactions totaling \$719,056.07; and Bad Debt in the amount of \$43,478.98. Paul Pennington seconded. Motion approved unanimously.

**MEDICAL STAFF REPORT & CREDENTIALING**

Dr. Russell Smith reported that the ER construction continues to go well. The new ED is much appreciated. Dr. Smith is working on a training program that will allow EMS staff to assist with providing COVID vaccinations in the county.

There was no credentialing presented this month.

**COMMITTEE REPORTS**

- **Marketing/Foundation** – Elizabeth reviewed her written report for marketing and for the Foundation. She discussed changes to our radio ads and the current emphasis of marketing

efforts. She is currently working on submitting for reimbursement from the Murdock grant. She also discussed that the 2021 Cultivate Columbia event will again happen virtually. The focus will be the breast health program. The foundation is hopeful that the Skyline Scramble Golf Tournament can happen in late August. The Foundation is currently accepting scholarship applications. A discussion followed concerning marketing of our behavioral health program.

- **Performance Improvement** – Heidi reviewed her written report. She discussed the 2021 quality improvement plan, our ACO membership, and the COVID screening kiosk. She is currently working on a PI project with the clinic and the lab. She reviewed the clinic quality measures and the benchmark reports that were included in the packet. Patient satisfaction scores were also reviewed. The 2021 quality improvement plan has been reviewed by Paul Pennington and will be provided in next month's packet for Board review.

- **Planning** – Robb mentioned that the Board will hold a strategic planning meeting this coming weekend.

#### **ADMINISTRATIVE REPORTS**

- **CEO Report:** Robb reviewed his written report. He discussed that we've given almost 1900 vaccinations (first and second doses) to date. We hope to receive cost proposals for the two COVID projects tomorrow. We were recently approached by the Casey Eye Institute about doing cataract surgery at Skyline. We are currently in the planning phase with them.

- **Financial Report:** Brenda first provided an update to year-end 2020 financials. The bottom line is currently \$1.58 million. This could still change significantly – major impacts could come from final decisions on the accounting for COVID funds and annual adjustments to contractual allowances determined by DZA. The January 2021 financial reports were then discussed. Total gross revenue is \$586,600 below budget for the month. All categories are below budget due to lower than budgeted volumes. Total expenses are \$410,000 below budget. In January, expenses that were incurred in the prior year are moved back to that year for accounting purposes. This reduces the total expenses recognized in January. The bottom line for the month came to a negative \$95,249. A detail of COVID funds and their status was provided to the Board. Discussion followed.

- **CNO Report:** Diane discussed her written report. We have currently vaccinated 72% of our employees.

#### **OLD BUSINESS**

- **COVID-19 Discussion:** Robb mentioned that Klickitat County COVID cases are currently very low. The Foundation has designated funds to thank our volunteers in some fashion. Robb and Juliet participated in a virtual Dallesport community council meeting. The community was excited to hear from them. They are going to meet with the Lyle community council next.

**NEW BUSINESS**

Nothing further.

**EXECUTIVE SESSION**

At 1925 hours Board Chair, Juliet Pouillon called an Executive Session to begin immediately, and to last 5 minutes. Purpose of the Executive Session is to consider the performance of a public employee. The Executive Session ended at 1930 hours, and the Board immediately returned to regular session. No action was taken.

**ADJOURN:** Board Chair, Juliet Pouillon moved to adjourn the meeting at 1931 hours.

Respectfully Submitted,  
Brenda Schneider  
CFO

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Board Chair

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Board Secretary