



## Board of Commissioners Regular Meeting Minutes June 15, 2021

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### **PRESENT**

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

### **CALL-IN**

Lindsay Osborne, SAO; Diane Matthews, CNO

### **ABSENT**

None

### **GUESTS**

Luke Zarecor, DZA

### **CALL TO ORDER**

Board Chair, Juliet Pouillon, called the meeting to order at 1803 hours.

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

No public comment or participation.

### **FINANCIAL AUDIT PRESENTATION**

Luke Zarecor, DZA, provided a brief presentation of 2020 year-end financial statements, financial indicators, and required communications with governance. Discussion followed. A more detailed presentation was provided to the Finance Committee prior to the Board meeting.

### **CONSENT AGENDA**

Jonathan Blake motioned that the Consent Agenda items be approved, including the minutes of the May 25, 2021 regular meeting; the May Accounts Payable Warrants totaling \$921,651.97, May Payroll Warrants totaling \$3,996.39, May Payroll Electronic Transactions totaling \$750,005.91, Other May Electronic Transactions Payments totaling \$123,648.83; and Bad Debt in the amount of \$80,478.85. Paul Pennington seconded. Motion approved unanimously.

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

Dr. Smith reported that the medical executive committee recommends reappointments for Eric Holden, PA-C (emergency medicine) and Jeffrey Cagley, MD (radiology). Also recommended were new appointments for teleradiologists as follows: Mahesh Atluri, MD; Mark Brinkman,

MD; Scott Glasser, MD; Christine Kassis, MD; Adam Kowalski, MD; Michael Letzing, MD; Annie Lim, MD; Matthew Lynn, MD; Keir Marshall, MD; Dipti Nevrekar, MD; Lisa Niebergall, MD; Kevin O’conner, MD; Viral Patel, MD; Christopher Pettis, MD; Sajal Pokharel, MD; Hari Charan Reddy, MD; Jesus Sanchez Contreras, MD; Matthew Schmitz, MD; Barry Schoelch, MD; Jacquelyn Smith, MD; Perry Stevens, MD; and John Wendel, MD. Discussion followed. Les Dewey made a motion to approve the reappointments and new appointments as presented. Ricky Knowles seconded. Motion approved unanimously. Dr. Smith again expressed his appreciation for the new Emergency Department.

## **COMMITTEE REPORTS**

- **Marketing/Foundation** – Elizabeth reviewed her written report for marketing and for the Foundation. She reported that the Columbia Gorge Press interviewed Robb today for an article about the new emergency department. She is working on a mailing/marketing piece to the Stevenson area. Shine ON!, the Foundation fundraiser, made about \$54,000 this year. Funds will go to the breast health program. We recently received a \$100,000 grant from the Empire Foundation to go towards the purchase for a new CT scanner. Elizabeth also listed the accomplishments achieved at Skyline over the past few years.

- **Performance Improvement** – Heidi reviewed the quality events, activities and projects. Discussion ensued about the Board Quality & Performance Improvement Education that was provided last month. The quality/performance improvement educational information will be reviewed by the Board annually going forward. Quarterly patient satisfaction results were also reviewed.

- **Planning** – The planning committee did not meet this month in lieu of DZA’s presentation to the Finance Committee prior to the Board meeting.

## **ADMINISTRATIVE REPORTS**

- **CEO Report:** Robb reviewed his written report. Discussion followed. He also mentioned the possibility of purchasing a CT scanner using the Empire grant, Provider Relief Funds, and some hospital contribution funds. A new CT will be much safer as far as radiation that is emitted, and CT scans are the preferred imaging study to identify COVID disease. We would need to issue a purchase order and receive an invoice prior to 6/30/2021 in order to use the Provider Relief Funds. We are currently awaiting bids from several vendors. Brenda reviewed the current status of the PRF and bond funds. At this time, it looks like we have \$150,000 in PRF to be used toward a CT prior to 6/30/2021. We have additional bond funds that can be used for projects in the near future. Les Dewey made a motion to purchase a CT with a purchase price of up to \$450,000, excluding tax. Jonathan Blake seconded. Motion approved unanimously.

- **Financial Report:** Brenda distributed the financial reports for May to the Board. The trend of increased volumes continued in May. Adjustments were made for \$98,400 in charge errors that were corrected in June. Adjusted gross revenue for the month is \$93,800 above budget after correcting for errors that were identified and fixed in June. The bottom line (after calculating for corrections) for the month of May came to a positive \$507,600. Year to date the corrected bottom line is currently a positive \$6,500.

- As Luke discussed, the Cost Report and audit for 2020 are now complete. The Cost Report settlement was a payable of \$260,000. The bottom line for the year is a positive \$1,861,708.

- **CNO Report:** Diane discussed her written report.

**OLD BUSINESS**

- Board Quality & Performance Improvement Education: Discussion was held during the Performance Improvement presentation.
- Robb mentioned that the ophthalmology project is moving forward, with the plan to start procedures here in August.

**NEW BUSINESS**

None

**EXECUTIVE SESSION**

At 2007 hours Board Chair, Juliet Pouillon called an Executive Session to begin immediately, and to last 15 minutes. Purpose of the Executive Session is to consider the performance of a public employee. The Executive Session ended at 2022 hours, and the Board immediately returned to regular session. No action was taken.

**ADJOURN:** Board Chair, Juliet Pouillon moved to adjourn the meeting at 2023 hours.

Respectfully Submitted,  
Brenda Schneider  
CFO

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Board Chair

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Board Secretary