



**Board of Commissioners Regular Meeting Minutes
March 22, 2022**

PRESENT

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

CALL-IN

None

EXCUSED

None

GUESTS

John Matthews

CALL TO ORDER

Board Chair, Juliet Pouillon, called the meeting to order at 1809 hours.

OPEN DISCUSSION & PUBLIC PARTICIPATION

None

CONSENT AGENDA

Les Dewey motioned that the Consent Agenda items be approved, including the minutes of the February 22nd regular meeting and the February 26th special planning meeting; the February Accounts Payable Warrants totaling \$724,234.70, February Payroll Warrants totaling \$5,136.51, February Payroll Electronic Transactions totaling \$781,992.51; Other February Electronic Transactions Payments totaling \$155,354.64; and Bad Debt in the amount of \$47,195.47. Jonathan Blake seconded. Motion approved unanimously.

MEDICAL STAFF REPORT & CREDENTIALING

Dr. Smith gave an update from the recent medical executive committee meeting, thanking the Board for the recent hi flow oxygen purchases and the additional nurses that are occasionally staffed in the ED. He reported the medical executive committee recommends reappointment for Eric Stroud, PA for emergency services privileges. Discussion followed. Les Dewey made a motion to approve the reappointment of Eric Stroud. Ricky Knowles seconded. Motion approved unanimously.

COMMITTEE REPORTS

Marketing/Foundation: Elizabeth discussed her written report for Marketing and for the Foundation.

Performance Improvement: Heidi presented the quality project updates, the hospital performance and benchmarking graphs, the clinic quality dashboard, and Q4 2021 patient satisfaction scores for the family medicine clinic, inpatients, and the ED. Discussion followed. The Board requested clinic patient numbers, new patient numbers, graphs, etc. be presented in a future packet.

Planning: The planning committee met and reviewed the “Draft 2022 Strategic Goals and Objectives”. The Board further discussed and agreed the draft reflected the goals and objectives identified at the strategic planning retreat. Robb will bring an updated version to next month’s meeting.

ADMINISTRATIVE REPORTS

CEO Report: Robb reviewed his written report. Discussion followed.

Financial Report: Brenda reviewed her written financial report. Total gross patient revenue for the month of February was \$61,500 below budget. The finance committee discussed how staffing issues in the billing department have affected cash flow, the income statement, and AR days. A plan going forward was also discussed. The bottom line for the month is negative \$129,000, and the year-to-date bottom line is negative \$65,000. A summary of cash was also reviewed. The year-end 2021 bottom line is now at \$3.6 million. DZA will be conducting the financial audit, Cost Report preparation, and single audit beginning on April 4th.

CNO Report: Diane reviewed the written nursing report. She gave an update on staffing and hiring status.

OLD BUSINESS

The staffing ratio bill moving through the WA State Legislature did not pass in this session.

NEW BUSINESS

We had to purchase a new blood gas analyzer (capital equipment) earlier this month. Total purchase price was \$6,450 plus shipping and tax. Motion to approve the purchase was made by Paul Pennington. Les Dewey second. Motion approved unanimously.

EXECUTIVE SESSION

None

ADJOURN: Board Chair, Juliet Pouillon moved to adjourn the meeting at 1928 hours.

Respectfully Submitted,
Brenda Schneider
CFO

Board Chair

Board Secretary