



Board of Commissioners Regular Meeting Minutes October 26, 2021

PRESENT

Juliet Pouillon, Board Chair; Ricky Knowles, Commissioner; Jonathan Blake, Commissioner; Paul Pennington, Commissioner; Robb Kimmes, CEO; Brenda Schneider, CFO; Diane Matthews, CNO; Russell Smith, Chief of Staff

CALL-IN

Heidi Hedlund, Quality Director

EXCUSED

Les Dewey, Commissioner; Elizabeth Vaivoda, PR/Foundation Director

GUESTS

None

CALL TO ORDER

Board Chair, Juliet Pouillon, called the meeting to order at 1805 hours.

OPEN DISCUSSION & PUBLIC PARTICIPATION

CONSENT AGENDA

Jonathan Blake motioned that the Consent Agenda items be approved, including the minutes of the September 28, 2021 regular meeting; the September Accounts Payable Warrants totaling \$593,061.10, September Payroll Warrants totaling \$5,422.66, September Payroll Electronic Transactions totaling \$957,367.31, Other September Electronic Transactions Payments totaling \$243,226.80; and Bad Debt in the amount of \$73,911.67. Paul Pennington seconded. Motion approved unanimously.

MEDICAL STAFF REPORT & CREDENTIALING

Dr. Smith gave a medical staff update. The medical executive committee recommended reappointments for Wyatt Rivas, MD (emergency medicine); and Maria Kallman, PA-C (emergency medicine). Jonathan Blake made a motion to approve the reappointments as presented. Ricky Knowles seconded. Motion approved unanimously.

COMMITTEE REPORTS

- **Marketing/Foundation:** In Elizabeth's absence, Robb reviewed the written report for Marketing and for the Foundation.

- **Performance Improvement:** Heidi discussed the recent CMS and state survey results. We received an additional \$8000 grant to be used for the clinic's Move More/Feel Better program. The performance and benchmarking reports were reviewed. Quality dashboards were also reviewed, and discussion ensued.

- **Planning:** The planning committee met and discussed the possibility of Skyline contributing more toward family/dependent health insurance benefit. Discussion followed.

ADMINISTRATIVE REPORTS

- **CEO Report:** Robb reviewed his written report. We're hoping to bring a part time general surgeon on toward the end of the year. Discussion followed. Robb discussed our recent state survey and the plan of correction that was recently submitted. Robb provided an update on our negotiated renewal with Cerner.

- **Financial Report:** Brenda reviewed her written report. Total gross patient revenue for the month of September is \$28,000 below budget. The bottom line for the month is a negative \$172,000 and YTD is a positive \$2,217,100. A breakdown of Reserves was also reviewed. She reminded the Board about the Public Hearing and Special Board meeting that will be held on November 9th at 11:00 to review the 2022 budget.

- **Corporate Compliance Annual Report:** The Corporate Compliance Committee has reviewed the August 2019-August 2021 activity. The Board packet included a written summary of updates, the compliance policies, and the training materials that employees receive annually. Paul Pennington made a motion to approve the Corporate Compliance Program and Jonathan Blake seconded. Motion approved unanimously.

- **CNO Report:** Diane distributed and discussed her written report. She discussed current staffing offers and openings.

OLD BUSINESS

- CAH Periodic Evaluation and Quality Assurance Review for 2020 was distributed last month. Paul Pennington motioned to approve. Ricky Knowles seconded. Motion approved unanimously.

- Robb and Diane provided an update about the September meeting with WSNA.

NEW BUSINESS

- Robb presented a quote for the purchase of audiology equipment for the RHC. This equipment will be used for pre-employment testing for Cardinal Glass employees and other businesses. Total cost is just under \$13,000, which includes the booth and the equipment. Cardinal Glass has agreed to donate half of the cost to us. Jonathan Blake motioned to approve. Paul Pennington seconded. Motion approved unanimously.

- Resolution 549 – Uncashed Warrants: Following discussion, Jonathan Blake motioned to approve Resolution 549. Ricky Knowles seconded. Resolution approved unanimously.

- Resolution 550 – Surplus Equipment: Following discussion, Jonathan Blake motioned to approve Resolution 550 to surplus two old ventilators. Paul Pennington seconded. Resolution approved unanimously.
- Small Works Roster Usage Report: The 2020-2021 report was presented. Ricky Knowles motioned to approve. Jonathan Blake seconded. Motion approved unanimously.

EXECUTIVE SESSION

None

ADJOURN: Board Chair, Juliet Pouillon moved to adjourn the meeting at 1907 hours.

Respectfully Submitted,
Brenda Schneider
CFO

Board Chair

Board Secretary