

**Board of Commissioners Regular Meeting Minutes**

**March 28, 2023**

**PRESENT**

Les Dewey, Board Chair; Ricky Knowles, Vice Chair; Paul Pennington, Secretary; Jonathan Blake; Commissioner; Juliet Pouillon, Commissioner; Robb Kimmes, CEO; Brenda Schneider, CFO; Heidi Hedlund, Quality and Risk Manager; Diane Matthews, CNO; Dr. Tyler Mittelstaedt, Vice Chief of Staff

**CALL-IN**

None

**EXCUSED**

Dr. Matt Swanson, Chief of Staff; Elizabeth Vaivoda

**GUESTS**

John Matthews; Gabrielle Gilbert

**CALL TO ORDER**Board Chair, Les Dewey, called the meeting to order at 1803 hours.

**OPEN DISCUSSION & PUBLIC PARTICIPATION**

Gabrielle Gilbert provided public comment on the need for child care in the community. She discussed the hospital’s responsibility to provide affordable child care.

**CONSENT AGENDA**Paul Pennington motioned for the Consent Agenda items be approved, including the minutes of the February 28, 2023 regular meeting; the February Accounts Payable Warrants totaling $853,132.59, February Payroll Electronic Transactions totaling $888,997.79; Other February Electronic Transactions Payments totaling $220,767.38; and Bad Debt in the amount of $65,638.94. Ricky Knowles seconded. Motion approved unanimously.

**MEDICAL STAFF REPORT & CREDENTIALING**

Dr. Mittelstaedt gave a report from the March Medical Staff meeting, including the plan for future masking requirements in the hospital, EMS transfer issues, a potential new opioid treatment program, imaging staffing challenges, and a possible new wound care service. Dr. Mittelstaedt reported the Medical Executive Committee recommends new appointments for the following providers: Thomas Stoehr, MD (radiology); Stephanie Mittelstaedt, MD (medical services); Jennifer Morrison, MD (pediatrics). The Committee also recommends re-appointment for the following: Frank Rinella, DO (emergency services) and Jared Shannon, MD (emergency services, medical services). After discussion, Ricky Knowles motioned to approve the new appointments. Jonathan Blake seconded. Motion approved unanimously. Ricky Knowles motioned to approve the reappointments. Paul Pennington seconded. Motion approved unanimously.

**COMMITTEE REPORTS**

**Marketing/Foundation:**  In Elizabeth’s absence, Robb reviewed the written report for Marketing and for the Foundation. The recent Cultivate Columbia gala grossed roughly $130,000 for the Foundation.

**Performance Improvement:**  Heidi presented the written Performance Improvement Report, which included: the hospital quality projects and activities, readmissions, and the performance and benchmarking graphs. Discussion followed, including the state’s upcoming new clean building act (for energy efficiency) and possible grants to assist us with the cost of implementation. Heidi also reviewed the clinic and ED patient satisfaction scores.

**Planning:** The Planning Committee discussed the possible renovation of the ambulance facility into rehab facilities. Estimates came back from our architect and were quite a bit higher than expected. The total estimated project cost is approx. $2.5 million. Discussion followed.

**ADMINISTRATIVE REPORTS**

**CEO Report:**  Robb reviewed his written report.

**Financial Report:** Brenda reviewed the February 2023 financial reports. For February, gross revenue was $49,000 above budget. Inpatient, outpatient, and swing bed were all above budget, while ER was below. Deductions from revenue were below budget at 35%. Expenses were $78,000 above budget, with further details provided in the written report. The bottom line for the month came to a positive $268,000. The 2022 year-end bottom line is currently a positive $14,660. The audit will begin in early April. Also discussed were Cerner issues related to the revenue cycle.

**CNO Report:**  Diane reviewed the written CNO report.

OLD BUSINESS

None

**NEW BUSINESS**

None

**EXECUTIVE SESSION**

At 1932 hours Board Chair, Les Dewey, called an Executive Session to begin immediately and to last 60 minutes until 2032. Purpose of the Executive Session is to consider the performance of a public employee and to evaluate the qualifications of an applicant for public employment. The Executive Session ended at 2032 hours, and the Board immediately returned to regular session. No further action was taken.

**ADJOURN:** Board Chair, Les Dewey, moved to adjourn the meeting at 2033 hours.

Respectfully Submitted,   
Brenda Schneider,

CFO

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Board Chair

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Board Secretary