

**Board of Commissioners Regular Meeting Minutes**

**October 25, 2022**

**PRESENT**

Juliet Pouillon, Board Chair; Ricky Knowles, Commissioner; Paul Pennington, Commissioner; Robb Kimmes, CEO; Brenda Schneider, CFO; Heidi Hedlund, Quality Director

**CALL-IN**

None

**EXCUSED**

Jonathan Blake; Commissioner; Les Dewey, Commissioner; Diane Matthews, CNO; Elizabeth Vaivoda, PR/Foundation Director; Russell Smith, Chief of Staff

**GUESTS**

Jetty Terry, RN

**CALL TO ORDER**Board Chair, Juliet Pouillon, called the meeting to order at 1805 hours.

**OPEN DISCUSSION & PUBLIC PARTICIPATION**

Jetty discussed the importance of purchasing/having an AED in the meeting space of the hospital. Robb mentioned that an AED would be in the budget for 2023.

**CONSENT AGENDA**Ricky Knowles motioned for the Consent Agenda items be approved, including the minutes of the September 27, 2022 regular meeting; the minutes of the September 23, 2022 Special Meeting; the September Accounts Payable Warrants totaling $635,394.09, September Payroll Electronic Transactions totaling $1,254,914.82; Other September Electronic Transactions Payments totaling $299,722.89; and Bad Debt in the amount of $28,441.49. Paul Pennington seconded. Motion approved unanimously.

**MEDICAL STAFF REPORT & CREDENTIALING**

In Dr. Smith’s absence Robb and Paul discussed topics from the quarterly medical staff meeting including the chart review process and a presentation by Dr. Christensen about mammography. The medical executive committee recommends reappointment for Troy Witherrite, MD (Surgery/ED/Hospitalist); a new appointment for radiologist Patricia Richmond, MD; and new appointments for tele-radiologists as follows: Shannon Bownds, MD; Robert Farrell, MD; James Frencher, MD; Matthew Hermann, MD; Edward Hobart, MD; Janice Hwang, MD; Michael Klein, MD; Roi Lotan, MD; Archana Lucchesi, MD; Olufolajimi Obembe, MD: Shareef Riad, MD; Zachary Roeder, MD; Daniel Strauchler, MD: James Summa, MD; and Gregory Thalken, MD. Discussion followed. Paul stressed the importance of the Board understanding their responsibility of privileging providers. The burden of credentialing a large number of after-hours radiologists was also discussed. Ricky Knowles made a motion to approve the recommended appointments. Paul Pennington seconded. Motion approved unanimously.

**COMMITTEE REPORTS**

**Marketing/Foundation:**  Robb presented the written report for Marketing and for the Foundation.

**Performance Improvement:**  Heidi presented the 2022 Quality Plan that was recently approved by the PI committee. Discussion followed. Ricky Knowles made a motion to approve the new Quality Plan as presented. Paul Pennington seconded. Motion approved unanimously. Heidi discussed a recent Trauma Committee meeting that was led by our new ER manager. Heidi then reviewed the Performance Improvement Report, which included: the hospital quality projects and activities, readmissions, performance and benchmarking graphs, and the clinic quality dashboards. Patient Satisfaction reports were also included in the Board packet and discussed in detail during the meeting.

**Planning:** The Planning Committee did not meet this month.

**ADMINISTRATIVE REPORTS**

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

**Financial Report:** Brenda reviewed her written financial report. She discussed the Extended Repayment Schedule request that has been submitted to Noridian. The request will allow us to keep the outstanding Covid Advance payments and repay them to Noridian at a rate of 4% over 60 months, improving cash reserves and allowing payment of future projects. Motion to approve keeping the funds and making loan payments as presented was made by Ricky Knowles. Paul Pennington seconded. Motion approved unanimously. We are not intending to use the funds to cover routine operational expenses.

September financial reports were then discussed. Total gross patient revenue for the month of September was $448,000 above budget. Inpatient, outpatient and emergency revenue were above budget, while swing bed was below. Deductions were 42% for the month and 41% year-to-date. AR days continue to be higher than goal. Expenses were $329,000 above budget due to timing of ED physician payments, supply purchases, and agency staffing. The bottom line for the month is a negative $53,000, and the year-to-date bottom line is negative $500,000. A summary of cash was also reviewed. The SAO audit for 2020 and 2021 has been rescheduled for mid-November.

We will hold a public hearing and special Board meeting to discuss and present for approval the 2023 budget on November 15 at 4:00 pm.

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

OLD BUSINESS

Robb spoke with Dr. Alex Baldwin of White Salmon Eyecare about the new sign being placed on his property line. This will not be a problem.

**NEW BUSINESS**

The annual Small Works Roster usage report was presented to the Board. No small works projects were completed October 2021-October 2022. Ricky Knowles motioned to approve the report as presented. Paul Pennington seconded. Motion approved unanimously.

Juliet requested Resolution #559 be added to the agenda.

**EXECUTIVE SESSION**

At 1925 hours, Board Chair, Juliet Pouillon called an executive session to discuss the performance of a public employee to last for 10 minutes. At 1935 hours Juliet Pouillon ended the executive session and moved the meeting back into regular session.

* Resolution 559 – CEO Compensation
  + Juliet Pouillon presented Resolution 559, Ricky Knowles motioned to approve Resolution 559, Paul Pennington seconded. Resolution approved unanimously.

**ADJOURN:** Board Chair, Juliet Pouillon moved to adjourn the meeting at 1938 hours.

Respectfully Submitted,   
Brenda Schneider

CFO

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Board Chair

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Board Secretary