



## Board of Commissioners Regular Meeting Minutes October 30, 2023

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### **PRESENT**

Les Dewey, Board Chair; Paul Pennington, Secretary; Juliet Pouillon, Commissioner; Ricky Knowles, Commissioner; Imelda Padilla, Commissioner; Heidi Hedlund, Quality and Risk Manager; Dr. Matt Swanson, Chief of Staff; Matt Kollman, CEO; Shea Gilbert, ER Manager and Interim CNO; Diane Matthews, CNO; Elizabeth Vaivoda, Marketing/Foundation; Brenda Schneider, CFO.

**CALL-IN:** CFO; Brenda Schneider, CNO; Diane Matthews

**EXCUSED:** Paul Pennington

**GUESTS:** Jim Borden, M.D.; Skyline Health Chief Medical Officer

### **CALL TO ORDER**

Board Chair Les Dewey called the meeting to order at 1800 hours.

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

No public participation.

### **CONSENT AGENDA**

Ricky Knowles motioned for the Consent Agenda items be approved, including the minutes of the September 26, 2023 regular meeting; the September Accounts Payable Warrants totaling \$774,130.14, September Payroll Electronic Transactions totaling \$1,028,708.47; Other September Electronic Transactions Payments totaling \$153,216.91; and Bad Debt of \$159,990.05 Juliet Pouillon seconded. The motion was approved unanimously.

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

Matt Kollman mentioned on behalf of Dr. Swanson that the foundation would be approached to purchase an additional glideascope. Dr. Swanson arrived and gave the Medical Staff report. Discussion followed.

Jim Borden, M.D., Skyline Health's current Medical Director, is resigning from Legacy Health at the beginning of 2024, he will maintain his position as Skyline's CMO. He briefed the board on their responsibilities for ensuring quality care, specifically reviewing the credentialing and privileging processes.

## **COMMITTEE REPORTS**

**Marketing/Foundation:** Elizabeth reviewed her written report for Marketing/Foundation.

**Performance Improvement:** Heidi reported on several quality projects (Year #2 HRSA Swing Bed grant) and presented the quality benchmark graphs and clinic quality measures. She also reported patient satisfaction results for the Cardio-Pulmonary, Laboratory, Radiology, Same-Day Surgery, and Physical Therapy. How often the patient satisfaction scores are reviewed was discussed. Matt mentioned the future use of patient satisfaction scores through sharing data with all employees. Discussion followed.

**Planning:** Matt reported the planning committee discussed the next steps of the most recent strategic plan. A review of the current strategic plan will take place in January 2024. Matt reviewed the expansion of PT and the Surgery Department. Discussion followed.

## **ADMINISTRATIVE REPORTS**

**CEO Report:** Matt presented his written CEO report. The transfer agreement with Legacy and the refusal of EMS to transfer patients due to capacity was discussed. Ricky suggested a board member accompany Dr. Breon at the next EMS meeting. Matt and Brenda made a weeklong visit to Cerner Kansas City. Both felt headway was made, and opportunities were identified.

**Financial Report:** Brenda presented the September financial report, noting that the bottom line for September was a negative \$131,619, and the year to date is a positive \$1,068,121.

**CNO Report:** Shea presented the written CNO report. Discussion followed.

## **OLD BUSINESS**

### **NEW BUSINESS**

**Borrowing Resolution NO. 567:** Skyline wishes to open corporate credit card accounts for Matt and Brenda with Umpqua Bank. Umpqua treats such requests as opening a line of credit and requires a resolution from the Board. Resolution 567 was reviewed. Juliet moved, and Ricky seconded. Approved.

**Small Works Roster Usage Report:** Annual presentation to the board.

## **EXECUTIVE SESSION**

None

**ADJOURN:** Board Chair Les Dewey moved to adjourn the meeting at 1951 hours.

Respectfully Submitted,  
Elizabeth Vaivoda

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Board Chair

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Board Secretary