



## Board of Commissioners Regular Meeting Minutes June 17, 2025

### **PRESENT:**

Matt Kollman, CEO; Ashley Pitariu, Executive Assistant; Juliette Pouillon, Commissioner; Paul Pennington, Vice Chair; Les Dewey, Secretary; Heidi Hedlund, Quality Director; Alia Breon, CMO; Shea Gilbert CNO; Ricky Knowles, Board Chair; Brenda Schneider, CFO; Tyler Mittelstaedt, MD

**TEAMS:** Elizabeth Vaivoda, Foundation/Marketing Director

**GUEST TEAMS:** Luke Zarecor, DZA; Bailey Flagg, DZA

### **CALL TO ORDER**

Board Chair Ricky Knowles called the meeting to order at 1801 hours.

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

#### **DZA 2024 FINANCIAL AUDIT REPORT PRESENTATION**

Luke from DZA reviewed audit. Fundamental financials for the hospitals are excellent. The board can rely on the information being given. The financial information being given is solid and the income statement is good. Compared to other critical access hospitals, DZA has seen mainly decreasing bottom lines, but Skyline is trending up and is not the norm. DZA reviewed cash on hand, capital equipment, Gross Day in Patient Accounts Receivable, Contractual Adjustments Percentage, FT Equivalent Employees FTE, Bad Debt Percentage of Revenue, Bad Debt and Charity Care Percentage, Salaries and Benefits FTE, Net Patient Service Revenue per FTE.

#### **CONSENT AGENDA**

Brenda discussed the bad debt amount should be \$0 this month. Paul motioned for approval and Juliet seconded the motion. Unanimously approved.

Les Dewey motioned for the Consent Agenda items be approved, including minutes of the May regular meeting; May Accounts Payable Warrants totaling \$608,321.72; Payroll Electronic Transactions totaling \$1,033,092.07; Other Electronic Transactions Payments totaling \$412,285.75; Bad Debt of \$364,681.57; Paul Pennington seconded. The motion was approved unanimously.

#### **ADMINISTRATIVE REPORTS**

##### **CEO Report:**

Matt reviewed participating in Cerners Contract Management Solution and WSHA's Contract Management Solution. Discussed strategic way to increase prices with data that informs if prices go up and down. Matt discussed going to Adventist in PDX this week with Shea and Zack and meeting with their team about the swingbed programs. Matt reviewed that Skyline qualified for USAC grant- up to 65% of Scaled Data expense will be reimbursed. He reviewed advocacy initiatives and is advocating for appropriate regulation. He plans to work with local brokers on which Medicare Advantage Plans are the most advantageous for Skyline. WSHA collaboration is imperative. He discussed that a Value report will hopefully be coming out in July which will demonstrate that the hospital is a huge community asset. He is implementing a formal DYAD

structures along with identifying areas of responsibility and decision making processes between managers and medical executive team. Matt talked about a remote Cerner expert where they have a hybrid schedule as we need them and that there will be onsite supplemental support as well. Jonathon from Cerner will be supporting in the interim as we find the right people to onboard. Reviewed Health Equity Training happening in July. Should know by July 4<sup>th</sup> about federal funding. Matt will be traveling to Chelan next week for a CEO Forum trip.

### **CFO Report**

Brenda reviewed that AP is going to be slower than normal due to AP Manager being on FMLA, but that staff is supporting to fill in. Reviewed three projects that Skyline purchased through Cerner that for the most part have been done. Reviewed that 2025 goals are to continue working on Cerner and continue working on Revenue Cycle Revitalization. Ni2 was on site last week meeting with Managers, and next week they will be onsite again for implementation. This is a three years partnership that helps with implementation and they also helping with Strategic Pricing. Discussion on the partnership with Ni2. Skyline is aiming to implement patient software and we want to be first to use Oracle patient accounting (free), but first we need to upgrade Multiview. Brenda reviewed KPI's that came out of the Cerner project and what we want to accomplish going forward. Reviewed why AR days increased in May. Biggest obstacle is the coding company two people were just hired to help get through billing. Discussion around coding and how Skyline does coding. Matt reviewed that we are working with Ni2 to help with billing among other things. We contracted with Agile Consulting to review E&O and Excise taxes. We received \$121,000 back from them. Lastly, the SNAP Program received \$800k in 2024. It has been approved for 2025 the net will be between \$125,510 and \$139,823 per quarter with the higher amount being in Q1 and \$125,510 being the normalized payment level.

### **CNO Report:**

Shea said we are on track with the ER this month, stays are within our goal, and transfers out are as well. Shea is looking into when charting starts. He reviewed Acute Care and Surgery Department. Staffing has been going really well. Have hired Per Diems who are working out well, they onboarded because they heard about the good things happening here. We only have two travelers and they are at night, ED.

### **CMO Report**

Dr. Breon has been working with Heidi to put together a new Quality Meeting. They are getting more physicians involved in the Quality Meetings and Dr. Anderson is getting a bigger chunk of time to review charts and to facilitate a more collaborative process. Working to expand services, have meetings with local groups to work with. We have projects in the surgery department and OR. Doing Kaizen soon on if we can do younger Appendectomies. Received data from EMS district that not many Ambulances are coming here, so we are trying to improve our relationship with patients/EMS. Discussion around building partnerships/relationships with EMS and Northshore Doctors to encourage patient flow to Skyline. Consensus is to continue focusing on providing services here so they only have to go to one hospital.

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

Jenna Newcomb presented interesting proposal for Mid Level providers to be incorporated in the next cycle for Med Exec Committee. Reviewed that Radiologists are moving toward remote work and private equity and we are lucky to have Dr. Christenson.

### **Credentiailling Reviewed:**

Juliet motioned for approval, Ricky seconded. Unanimous approval.

**New Appointments approved at Medical Executive Meeting:**

- Erin Baldwin, MD
- Dane Sandquist, MD
  - James Edwards, MD-
    - Approved him pending privileges requests. He will be refilling out his form. Will do a remote vote. Med Exec approved his privileges pending an updated submission for privileges.
    - Approved by special vote on 6/23/25. Dr. Mittelstaedt motioned for approval, Dr. Swanson seconded.

**Reappointments approved at Medical Executive Meeting:**

- Michael Gardner, MD
- Novae Simper, MD

**COMMITTEE REPORTS**

**Marketing/Foundation:**

Focusing on mammogram rollout campaign and Dr. Christenson. Marketing is directed at General Retail, direct mail, theater ads are directed at women 40+. I Am Skyline campaign is going strong. General Radio ad is going out. Value report is going strong, doing a majority of the writing. Working with a designer out of Portland with another graphic that blends stories and data. Reputation Management trends up- 3.2- 4.8 in a few months on Google. Community Engagement will be representing Skyline at Lions Golf Tournament, partnering with primary sponsor at highschool, The Bruins Club, and have lots of banners. Little League night was great, and Skyline is going to be in the 4<sup>th</sup> of July parade. Lots of swag and candy will be handed out, along with stress balls, and tattoos. It builds good will with the community. Skyline Scramble is August 23<sup>rd</sup>. Finishing up finances for Cultivate Columbia and moving forward with a new board member. Trying to get people in the queue to be on the board. Debi Budnik will be taking over Anna's position along with Ashley. Matt and Elizabeth are figuring out next steps for Foundation Coordinator the position.

**Performance Improvement**

Heidi conveyed we are on schedule for a presentation for Med Staff. She was pleased to convey that she was able to plant seeds about starting PI project on Verbal Orders. Shea has upped their barcode percentage up to 92% and is only 3% away from 95% goal. Great strides have been made in the last month and great energy from Shea and Amy in moving their charting station to wall mounted. They addressed several obstacles for nursing staff. Login is faster now, nursing staff love the wall mounted terminals. A lot of great traction. Clinic metrics show we are scoring better in Mammography in 2025.

**Planning-**

Juliet expressed that she wanted to review Strategic Summary. Paul stated he would like a meeting with just Matt and the board for a separate time. Board members to look at priorities and have a discussion with admin and board about what highest priorities are.

**OLD BUSINESS**

None.

**NEW BUSINESS**


Capital Equipment Budget Request was reviewed. The new Lab Supervisor from Incyte is supporting the decision to get a new machine. \$35K. Next board meeting will have the final amount. USAC funding will improve servers which will improve user experience. Ricky asked if we have asked the foundation for the Ultrasound machine. By next board meeting will have the amount to present to the board for approval. Board approved \$60K plus tax for this machine, Les approved, Juliet seconded. Unanimous approval, no denials.

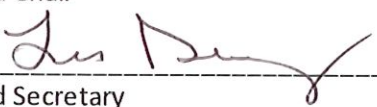
**EXECUTIVE SESSION**

30 minutes were taken for the discussion of public employee from 2000 and ended at 2030.

**ADJOURN:** Upon returning to regular session, Board Chair Ricky Knowles moved to adjourn the meeting at 2030 hours.

Respectfully Submitted,  
Ashley Pitariu

  
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Board Chair

  
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Board Secretary