CASCADE MEDICAL
PARTNERS IN YOUR HEALTH

Minutes of the Board of Commissioners Meeting - Revised
Cascade Medical Center – Arleen Blackburn Conference Room
Public Hospital District No. 1 – July 28, 2015

Present: Mary Helen Mayhew, Chair; Mall Boyd, Commissioner; Helen Rayfield, Commissioner; Tom Baranouskas, Commissioner; Bruce Williams, Commissioner; Diane Blake, Chief Executive Officer; Amy Webb, Chief Operating Officer; Jim Hopkins, Chief Financial Officer; Jill Barich, Executive Assistant.

Guests: Reyne Boik, Director of Human Resources; Jain Rogers, Director of Lab; Rachel Hansen, PR Coordinator; Greg Horton, Director of Facilities; Strode Weaver, Foundation Rep

Topics	Actions/Discussions	Follow-Up Items
CALL TO ORDER	▪ Chairperson Mary Mayhew called the meeting to order at 9:00 AM, following Board Education of a recap of the WSHA Chelan Conference attended by Bruce Williams, Mall Boyd, Tom Baranouskas and Diane Blake.	
PLEDGE OF ALLEGIANCE	▪ Pledge of Allegiance was recited.	
CONSENT AGENDA APPROVAL	▪ Mall moved to approve the Consent Agenda as presented. ▪ Tom seconded the motion. ▪ Motion was approved.	
COMMUNITY INPUT	▪ None	
FOUNDATION REPORT	▪ Tom Rasmussen is a new Foundation Board member. ▪ They received a grant from the North Central Washington Community Foundation. ▪ Home & Garden Tour is September 19th. ▪ They are still looking for a couple more Board members.	
CM VALUES	▪ COMMITMENT – this value is shown by people throughout our organization. ▪ The Foundation shows commitment to our organization in the work they do. ▪ Two radiology staff members showed their commitment by assisting a mom who accompanied her injured infant in the ambulance and they drove her car to Wenatchee with her other child. ▪ Dr. Butruille and Dr. Richardson split a 24 hour shift so Dr. Johnston could attend a family funeral on one of her scheduled days ▪ August 8th we have a Saturday shift that we have been unable to fill. Dr. Butruille will cover the day; Dr. Kranz will cover the evening and Lucca will help cover when needed as well.	
PUBLIC RELATIONS UPDATE	▪ We just received ACR Accreditation for Low Dose Lung Cancer Screening. We are the only facility in Eastern Washington to obtain this certification so far. ▪ Sports Physical days are being publicized. ▪ A new display is up in the clinic lobby promoting the therapy pool. ▪ For the August Cascade Cares campaign, the Foundation has agreed to donate 4 backpacks. Any kids who receive an immunization will be entered in a drawing for that week for a backpack. ▪ Dr. Raiche will be here in Mid-August, so we will be publicizing her arrival. ▪ Patient Education videos for the I-pads in the clinic – we have two summer interns who are finishing up the filming on the patient education videos.	
2014 Audited Financials	▪ Luke Zarecor from Dingus, Zarecor and Associates presented the 2014 Audited Financial Statements.	

	▪ There were no findings in the audit this year.	
QI REPORTS	• Jain Rogers presented her QI indicators for the lab and for infection control she reported on the hand washing project. • Greg Horton presented his QI Indicators for Plant, Environmental Services and Maintenance. He also reported on the projects the Emergency Preparedness/Safety committee is working on. More employees will be going to Anniston, AL to the FEMA Training site in August. They are targeting a November 19th exercise. The Leadership Team along with some other key individuals recently held a tabletop exercise to discuss our plans in case of a wildfire evacuation notice. Active shooter drills are happening on a small scale throughout the facility.	
ACTION ITEMS: New Business		
a. Dr. Miranda Raiche - Privileges	• The MEC has reviewed Dr. Raiche's file and have recommended she be granted Provisional Privileges. • Mary Helen Mayhew reviewed the file for the QI committee and moved to approve Provisional Privileges for Dr. Raiche. • Bruce seconded the motion. • Motion was approved.	
DISCUSSION REPORTS: Old Business		
a. Q2 Dashboard	▪ Diane reviewed the results of the Q2 dashboard results.	
b. 2016 Objectives and 2017 – 2019 Objectives	▪ Reviewed the 2016 Objectives ▪ Reviewed the changes and the cleaner definitions of the long term 2017 – 2019 Objectives.	
FINANCE REPORT	▪ Jim reviewed the June financial results.	
ADMINISTRATOR'S REPORT	▪ The Wildfire table top drill that we held was very good. There was good discussion and we now have a good plan if we need it. ▪ Dr. Raiche starts on August 18th. We are working on informing the community about our new provider. ▪ Dr. Merritt had her baby in early July. ▪ Staffing – Dr. Raiche will help with the clinic staffing going forward. The ED schedule still has some open shifts through October. We have some physicians who are interested in working pool for us. There are some Monday's when we are looking to have a provider in the ED for the full day. We have begun talks with a PA, John Stoneman, who is interested in working some shifts for us and covering when Lucca is off. ▪ Administrator on-call – Nursing and ED staff requested having a dedicated person to contact each day for issues that may arise. Diane, Jim, Amy and Kelly are all assigned days to be available for staff issues after work hours. ▪ The Health Care Authority is working with WSHA on payment modeling. The Leadership team will send a letter to HCA to gather data on different payment models. ▪ Accountable Communities of Health – A Governing Board has been created and includes five hospital representatives. ▪ Food Drive – Thank you for your participation in our recent food drive. We met our 3,000 pound/dollar goal. ▪ Amy is working with a group of staff in the clinic on transforming how we provide care in the clinic.	
BOARD ACTION ITEMS	▪ Thank the providers when you see them: Dr. Kranz, Dr. Butruille, Lucca for being willing to split the shift on August 8th. ▪ Check e-mail regularly ▪ Board rounding on September 16th ▪ Staff Open Forum meetings are August 4, 5, 6.	

COMMISSIONER COMMENTS	▪ None.	
EXECUTIVE SESSION	▪ The Board moved into Executive Session at 12:55 for forty minutes to discuss the performance of public employees. ▪ The Executive Session was adjourned at 1:35 PM and the Board returned to regular session	
ADJOURNMENT	▪ There being no further business, Mall moved to adjourn the meeting. ▪ Bruce seconded the motion. ▪ The meeting adjourned at 1:36 PM	

Mary Helen Mayhew, Chairman

Helen Rayfield, Secretary