CASCADE MEDICAL
PARTNERS IN YOUR HEALTH

Minutes of the Board of Commissioners Meeting
Cascade Medical Center – Arleen Blackburn Conference Room
Public Hospital District No. 1 – March 24, 2015

Present: Mary Helen Mayhew, President; Helen Rayfield, Commissioner; Tom Baranouskas, Commissioner; Bruce Williams, Commissioner - absent; Mall Boyd, Commissioner; Diane Blake, Chief Executive Officer; Amy Webb, Chief Operating Officer - absent; Jill Barich, Executive Assistant.

Guests: Sally Keeling, Director of Accounting; Rachel Hansen, PR; Emily Johnston, MD; Maury Hafermann, MD; Shaun Kelly, Paramedic, Stan Morgan, Foundation, Patricia Baranouskas, Community Member

Topics	Actions/Discussions	Follow-Up Items
CALL TO ORDER	▪ President, Mary Helen Mayhew called the meeting to order at 9:02 AM	
PLEDGE OF ALLEGIANCE	▪ Pledge of Allegiance was recited.	
CONSENT AGENDA APPROVAL	▪ Mall moved to approve the consent agenda as presented. ▪ Helen seconded the motion. ▪ Motion was approved	
Appointment of New Commissioner – Tom Baranouskas	▪ Jim Passage, Commissioner resigned his position, effective Friday, March 20th, leaving an opening on the Board. Tom Baranouskas had expressed interest in joining the board when there was an opening and the commissioners all agreed he would be a good fit. ▪ Mary Helen Mayhew administered the Oath of Office to Tom to be sworn into office.	
COMMUNITY INPUT	▪ None	
FOUNDATION	▪ This year's Golf Tournament will be in memory of Jim Adamson. ▪ Working on sustainable giving and building a program. ▪ Starting a Friend of the Foundation campaign that will begin soon to raise awareness of the hospital's services. ▪ Kitchen upgrade was finished in March.	
PROVIDER COMMENTS	▪ Dr. Emily Johnston is our Emergency Department Medical Director. She explained to the Board the need for a Glidescope which is an instrument used to assist with intubating a patient. These units cost about $13,000. Dr. Johnston envisions the unit being on the ambulance, but could be brought into the Emergency Department if needed. ▪ Dr. Maury Hafermann commented and asked the Board to think about what services do we need to plan for in the future and where can we do the most good for the most people.	
Introduction of Rachel Hansen, PR Coordinator	▪ Rachel is our new PR Coordinator who most recently worked for the Wenatchee World. Previously she did some PR work for a large health system in Pierce County. Welcome Rachel.	
CM Values	▪ Diane shared comments from some clinic patient surveys. She also shared a piece of a commencement speech that speaks about Community and Empowerment. We have so many employees who show our values and go the extra mile.	
ACTION ITEMS: New Business:		
a. Credentialing Approvals	▪ The QI Committee recommends approval of the following provider privileges: o Dr. Eric Dant – Extension of Active o Dr. Brian Barstad – Extension of Provisional o Dr. Peilin Reed, OnRad Teleradiologist – Extension of Consulting ▪ Tom moved to approve the extensions of current privileges. ▪ Mall seconded the motion. ▪ Motion was approved.	

DISCUSSION ITEMS: New Business:		
a. April Board Meeting	▪ We have an evening board meeting planned for April 21st at 6:00 PM. ▪ Rachel has been working on a Community Forum prior to the Board meeting. She has set up a panel of speakers on preparing for a drought. The forum will begin at 4:30 PM and both the Board Meeting and the Forum will take place at the Chumstick Grange. Rachel is busy working on promotions and getting the word out to the community about this event.	
b. Appreciation celebration for Jim Passage	▪ We would like to thank Jim for his years of service on the Board and for all his work and dedication to our facility. ▪ Mall suggested an event in the Plain/Lake Wenatchee area. ▪ The Ponderosa Community Club may be an option and a Thursday night at 6:00 when a number of community members meet may be a good day and time.	
DISCUSSION REPORTS: Old Business		
a. Board Retreat Date	▪ The September retreat dates are not working for schedules. ▪ Send Jill dates for late October. We are most likely looking at the weeks of 10/19 or 10/26.	
FINANCE REPORT		
a. December Financials	▪ December is not finalized and will not be until the cost report is filed in May. ▪ Most expenses have been reconciled, but there still may be minor changes in this category. ▪ Operating Revenue – this number will most likely change as we anticipate having a payable due to Medicare. ▪ About $1 Million was received in 2014 for meeting Stage 1 Meaningful Use. These were one time payments. ▪ Cash Forecast – We started 2014 with $1.3 million and ended the year with $2.4 million. ▪ EMS Worksheet – ED volumes have increased which helps offset how much the hospital subsidize EMS after tax money is received.	
b. February Financials	▪ Contractual Allowances – Medicaid charges were higher than normal for in-patient and swing bed in February. ▪ YTD we are budget neutral. ▪ Tom Baranouskas will join the Finance committee with Bruce.	
ADMINISTRATOR'S REPORT	▪ Clinic Director, Erin Pulse has resigned effective April 9th to pursue a position at Confluence Health. Recruitment efforts are underway. ▪ CFO Recruitment – We currently have one candidate to bring in for an in-person interview. Some reference checks were done on this individual and he seems to be a good candidate. Diane met someone in Spokane who has a recruitment piece to their business and she will meet with them about other potential candidates. ▪ In August we will be looking at some possible locum shifts in the clinic due to Dr. Richardson's sabbatical and Dr. Merritt being on leave. ▪ Dr. Miranda Raiche is interested in working in our clinic 3 days per week. Diane is finalizing contract details with her and will determine her start date. We will send her to an ED Boot Camp to get her skills refreshed for working in the ED as she has not done that the past couple years. ▪ We are still looking at some mid-level providers if it is determined there is still a need. ▪ In the clinic we need to meet a production standard per Medicare. The standard is lower for Mid-level providers. It can cost us up to $250,000/year if we do not meet the threshold. Due to this, we need to make sure we have a good balance of	

	providers in the clinic. ▪ Foundation Golf Sponsorship – CM has committed to a $2500 sponsorship this year. We will combine the C Team, Board, Commissioners and Directors in one sponsorship. Commissioners agreed to donate $100 - $125 each. Make checks payable to CMF and give them to Jill. ▪ Public Relations – We will be able to have a better social media campaign with Rachel on-board. We will be getting information out to the community in a timely manner. ▪ Diane is off Friday, March 27th and the week of March 30th. She is back in the office April 6th. ▪ FEMA Training – Jerri Smith and Veronica Goyne went to FEMA HERT training in Alabama last week. This week we have 6 people attending a Hospital Incident Command Training in Alabama. This training and travel expenses are all paid for by FEMA. We only pay the employees wages. ▪ Advisory Council Meeting – Our next Advisory Council meeting is Saturday, April 18th at 10:00 AM in the Arleen Blackburn Room. We are looking for new members if you know anyone who may be interested in joining who does not live here full-time. ▪ Chelan County and Bank of America are still in a lawsuit. We received a request for documents today that we will be working through.	
Rural Health Conference Recap	▪ Three commissioners and Diane attended the three day conference in Spokane. All felt it was a very informative conference. ▪ Mall – the main themes seemed to be: Adapting to different payment methods, Quality and sharing information more. ▪ Helen – Thought the session on exposing middle and high school students to health careers was very good. Also the Prosser Community Paramedic program where paramedics make special visits to patients who have recently been discharged. This has reduced their re-admission rates and ensures patients are following discharge instructions. ▪ Mary Helen's take-away's were making sure we are listening to the patients and finding out what is important to them. Making sure patients are told the truth. The presentation about reaching out to people in the Methow who are off the grid was also interesting. ▪ Diane attended sessions on Top Performing CAH's that was very informative and a presentation on Island Hospital working with students in the schools for mental health services.	
BOARD ACTION ITEMS	▪ Send Jill dates for the October retreat by Friday, March 27th. ▪ Send your donation for the Foundation Golf Tournament Sponsorship to Jill $100 - $125.	
COMMISSIONER COMMENTS	▪ None.	
ADJOURNMENT	▪ There being no further business, Mall moved to adjourn the meeting. ▪ Helen seconded the motion. ▪ The meeting adjourned at 11:40 AM.	

Vice President

Mary Helen Mayhew, President

Helen Rayfield, Secretary