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 – September 22, 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: Brian Pulse, Director of EMS; Jain Rogers, Lab Director; Rachel Hansen, Public Relations; Charles Amstutz, IT Director; Reyne Boik, Director of HR; Strode Weaver, CM Foundation

Topics	Actions/Discussions	Follow-Up Items
CALL TO ORDER	▪ Chairperson Mary Mayhew called the meeting to order at 9:00 AM.	
PLEDGE OF ALLEGIANCE	▪ Pledge of Allegiance was recited.	
CONSENT AGENDA APPROVAL	▪ Bruce moved to approve the Consent Agenda with the meeting agenda removed. ▪ Helen seconded the motion. ▪ Motion approved. ▪ Mall moved to add a fifteen minute executive session to the agenda to discuss potential litigation.(RCW 42.30.110(1)(i). ▪ Helen seconded the motion. ▪ Motion was approved.	
COMMUNITY INPUT	▪ None	
FOUNDATION REPORT	▪ Home and Garden Tour was very successful. Thank you to everyone who attended and volunteered.	
VALUES	▪ Diane shared a story from a patient from Rhode Island who was a patient at our facility while on vacation.	
PUBLIC RELATIONS	▪ The Bike Leavenworth campaign wrapped up at the end of August. ▪ Lung Cancer Screening – Rachel and Scott are working on a video to show people what a CT scan is all about. They are reaching out to the media to run the story about Lung Cancer Screenings. ▪ The local Prostrate Cancer group is getting involved with a campaign with Confluence. They are getting CM involved in this campaign as well. ▪ Flu Vaccines – Rachel and Kristen are working on a campaign for this year. ▪ A campaign to announce Dr. Raiche's arrival is in the works.	
Quality Assurance	▪ Brian Pulse presented the QI Indicators for the Ambulance Department. ▪ Charles Amstutz presented the QI Indicators for the IT Department.	
ACTION ITEMS: Old Business:		
a. Capital Request – Chemistry Analyzer	▪ Jain Rogers reported to the Board that she recently found out repeat customers receive an additional $5,000 discount off the price that was presented to the Board previously. ▪ Bruce moved to approve the purchase of the Chemistry Analyzer. ▪ Helen seconded the motion. ▪ Motion was approved.	
DISCUSSION ITEMS; OLD BUSINESS:		
a. Line of Credit Update	▪ We have received proposals from two banks. Cashmere Valley Bank does not lend on revenues only, so they are not an option for us. ▪ The other proposals came from Coastal Community Bank	

	and Washington Federal. Coastal Community will loan up to $2 million. The Washington Federal proposal is for $1.5 million. ▪ Jim will send both proposals to our attorney's for review. ▪ Management anticipates moving forward with Coastal Community Bank. ▪ A resolution will be prepared for approval at the October meeting.	
b. Community Leaders Dinner	▪ The evening would include a tour of the facility, dinner and a presentation about the facility. ▪ Estimating that 10-15 community leaders would be invited. ▪ The first dinner will be in Mid-November. ▪ The Board members will be responsible for calling and inviting people. ▪ Another idea is to do a morning breakfast meeting for those that a morning time would work better. ▪ One Provider will be invited to each dinner. ▪ Only two commissioners will attend so the meeting does not become an open public meeting. ▪ We anticipate the event starting at 5:30 PM with a tour and meet and greet time. Dinner at 6:00 PM and the presentation would take place during dinner.	
DISCUSSION REPORTS: NEW BUSINESS		
a. Capital Request – Ambulance Purchase	▪ The ambulance purchase needs a long lead time in order to get a place in line for our ambulance to be built. ▪ If we were to send a letter of intent to Braun now, we could expect delivery of the ambulance in April. ▪ Mall moved to send a letter of intent for the ambulance purchase. ▪ Helen seconded the motion. ▪ Motion was approved.	
b. Part time resident Advisory Council Meeting – October 24th	▪ Bruce and Mall are both planning to attend the Advisory Council meeting on October 24th. ▪ All commissioners can attend as this is an Open Public Meeting. ▪ There are no issues the Board would like to raise with the group this meeting.	
2016 Budget Review – 1st Reading	▪ Sr. Leadership has looked at the projected growth for each department. They spent time analyzing the proposed budgets by department. ▪ Reviewed the Capital Equipment Purchase list. The Portable X-ray machine will be removed from this list as it is being purchased this year. The new ambulance should be added to the list as we will be purchasing that in 2016. ▪ Leadership will continue to work on prioritizing the Capital Purchase list. ▪ FTE's – some departments have requested additions in staffing. ▪ The proposal for potential increases in salary will be presented to the Finance committee prior to the final budget being presented to the full board.	
AUGUST FINANCE REPORT	▪ There were a lot of changes in cash in the month of August with Medicare. ▪ We had a payable to Medicare for the reconciliation of the 2014 Cost Report. We made that payment, but they also started withholding payments on individual accounts. They now owe us for the amounts withheld. ▪ ICD-10 Testing – we are working through some test patients	

	to see if things will flow through the payors. ▪ Healthland and Centricity are both releasing fixes to their systems for ICD-10.	
ADMINISTRATOR'S REPORT	▪ The Portable X-ray machine died a couple weeks ago. Due to the fact we need one, Diane approved the purchase for $23,500. ▪ The Board Retreat date has been set for December 2nd. Barry Kling from the Chelan-Douglas Health District will be able to join us. ▪ WHSA Public Policy meeting – Medicaid Waiver program – there are several concerns and no one knows what this will mean. There is currently no plan for the State to provide guidance on how the plan would work in each region. ▪ The North Central Washington Hospital Council meetings are spending a lot of time talking about the local ACH. There are a couple collaboratives in other regions in our state. There is no network or collaborative in our region. There are flex funds available to explore if there would be a benefit to creating a collaborative in our region. The council is working with the Health Care Authority about sharing the data they are gathering. More discussions will take place with the HCA. ▪ Practice Transformation Hubs – the State will be visiting our facility to see how things work here so that information can be shared. ▪ Full time ED position has been posted. We have some leads and Dr. Johnston has some people in mind. ▪ We are working on finalizing an agreement with John Stoneman, PA-C to cover days Lucca Criminale is off. ▪ A meeting with our insurance broker took place about healthcare premiums. It appears PEBB may have the best rates. Leadership will be meeting with both unions to inform them of the change. ▪ Lake Wenatchee EMT coverage – exploring options to collaborate with the fire department on coverage for EMT's in that area. ▪ Dave Reichert visited our facility a couple weeks ago.	
BOARD ACTION ITEMS	▪ Mary Helen will be on vacation – 10/7 – 11/11. ▪ Helen will be out of town 10/22 – 10/25 ▪ Mall Boyd and Tom Baranouskas will attend the Foundation Retreat on October 14th.	
COMMISSIONER COMMENTS	▪ None.	
EXECUTIVE SESSION	▪ The board moved into Executive Session to discuss potential litigation at 11:45 AM. (RCW 42.30.110(1)(i). ▪ Executive session was adjourned and the Board returned to open session at 12:00 PM.	
ADJOURNMENT	▪ There being no further business, Mall moved to adjourn the meeting. ▪ Bruce seconded the motion. ▪ The meeting adjourned at 12:02 PM	

Mary ~~Helen Mayhew, Chairman~~
Bruce Williams Vice-Chair

Helen Rayfield, Secretary