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 – June 21, 2016

Present: Mary Helen Mayhew, Chair; Bruce Williams, Vice-Chair; Mall Boyd, Commissioner; Helen Rayfield, Commissioner; Tom Baranouskas, Commissioner; Diane Blake, Chief Executive Officer; Jim Hopkins, Chief Financial Officer; Jill Barich, Executive Assistant.
Guests: Helen Hansen, CM Foundation; Sally Keeling, Director of Accounting; Kami Matzek, Dingus, Zarecor & Associates; Rachel Hansen, PR Coordinator; Reyne Boik, Director of HR; Dr. Tony Butruille

Topics	Actions/Discussions
CALL TO ORDER	▪ Chairperson Mary Helen Mayhew called the meeting to order at 9:00 AM following a board education which was a recap of the recent Board Retreat.
PLEDGE OF ALLEGIANCE	▪ Pledge of Allegiance was recited.
CONSENT AGENDA	▪ Tom moved to approve the consent agenda as presented. ▪ Mall seconded the motion. ▪ Motion was approved.
COMMUNITY INPUT	▪ None.
FOUNDATIONREPORT	▪ The Golf Tournament was very successful.
CM Values	▪ Diane shared a story about the value "Integrity".
PUBLIC RELATIONS	▪ Rachel will see the first draft of our new website tomorrow. ▪ We have a new LinkedIn Account. ▪ We are working on a celebration for the arrival of the new ambulance. ▪ There is a video shoot this week for Dr. Richardson, Carrie Kingsley, Dr. Raiche and Dr. Jerome to record their bios for the website. ▪ Rachel is working on an article about our new ED Provider, Dr. Roselynn Gentles.
Provider Check-In – Dr. Butruille	▪ Team based care approach – which involves everyone working at the top of their license, pharmacy involvement, case management involvement. Behavioral health needs to also be included in this approach. ▪ Washington Academy of Family Physicians – currently the immediate past president. He will be going to Washington DC in September and is also part of the Healthy Hearts Northwest Advisory Council. ▪ We need to be proactive in our approach to change and make the change on our terms.
2015 DZA Audit Presentation	▪ Kami Matzek was our Audit Manager for the year and presented the 2015 Audit. ▪ We have a third party settlement of $64,513 from the Medicare Cost Report. ▪ We received $248,446 from Medicaid for the EHR payment. We will receive 4 years of payments from Medicaid – they will decrease each year. ▪ Reviewed the 2015 Audited financial statements. ▪ There were no findings in our audit. ▪ Reviewed the financial indicator graphs prepared by DZA.
QI Presentation – Human Resources	▪ Reyne Boik, Director of Human Resources presented her three QI Indicators for 2016.
COMMITTEE REPORTS	
a. QI Committee	▪ Received a report on the recent regional disaster drill. ▪ Quarterly reports from Infection Control, Utilization Review and OICC. ▪ There will be a Charge Master study completed this year. ▪ IT is working on a risk assessment ▪ Reviewing the Red Flag (Identity Theft) policy was on the agenda, but it will be going to OICC first for review. ▪ Reviewed the Quality data that is reported. ▪ Reviewed the Death with Dignity policy and recommend approval.
b. Community Leaders Dinner	▪ We hosted another Community Leaders dinner on June 15th. ▪ The participants received a tour of the facility and then information was shared during the dinner.

	▪ The feedback from the evening was all very positive.
ACTION ITEMS: NEW BUSINESS	
a. Death with Dignity Policy	▪ The QI Committee recommends approval of this policy as presented. ▪ Mall moved to approve the policy. ▪ Helen seconded the motion. ▪ Motion was approved.
b. Holter Monitor Capital Purchase	▪ Bruce moved to approve the purchase of a new Holter Monitor. ▪ Tom seconded the motion. ▪ Motion was approved.
c. Credentialing Approvals	▪ The Medical Staff recommends approval of provisional privileges for two new teleradologists, Dr. Goradia and Dr. Lepke. ▪ Tom moved to approve privileges for these two providers. ▪ Bruce seconded the motion. ▪ Motion was approved.
MAY FINANCE REPORT	▪ There was a small negative margin in May. ▪ Statistics are trending favorably. ▪ Cash Receipts – we received Medicaid EHR funds in May totaling $248,000. ▪ AR Days – due to extra emphasis being placed on reducing AR Days, we are making some good progress. ▪ Our full-time coder has resigned. We will be hiring a director for the Health Information Management Department, who will also work on coding.
ADMINISTRATOR'S REPORT	▪ We will be building a wall in the former clinic waiting room to create a conference room. ▪ The Foundation office will be moving to the Administration building. ▪ Meaningful Use Challenges – We must have one patient log into the patient portal in Healthland. We will meet this requirement. In 2017 the threshold will be higher. Providers also must use e-prescribe for at least 10% of patients medications. Sara Leighton will be working with providers individually when they have a patient to discharge to accomplish this requirement. ▪ The clinic director position is still open. One candidate is still a potential, but the panel was not yet unanimous in their decision. ▪ Staffing changes in the clinic – we are exploring having Dr. Jerome and Dr. Richardson in a team based approach of 2 MA's and a lead support person to work together in one pod. This should increase productivity and serve patients better. ▪ Diane met with Tony Ventrella who is running for Congress. She was able to share information about rural healthcare and the challenges we face. ▪ Board Self Assessment – Diane is still waiting for a quote from Neil McReynolds. ▪ Diane will be out Sunday – Wednesday attending the Rural Hospital Conference in Chelan, and will be on vacation July 1 – 17 and not have e-mail access. Amy is the Administrator in Charge in Diane's absence.
BOARD ACTION ITEMS	▪ Helen and Mall will be attending the Rural Hospital Conference in Chelan. ▪ Remember to check e-mail at least twice a week ▪ Review the PAC handout and make a donation if you are able.
COMMISSIONER COMMENTS	▪ None.
ADJOURNMENT	▪ There being no further business, Tom moved to adjourn the meeting. ▪ Mall seconded the motion. ▪ The meeting adjourned at 12:05 PM.

Mary Helen Mayhew, Chair

Helen Rayfield, Secretary