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 – May 24, 2016

Present: Mary Helen Mayhew, Chair - absent; Bruce Williams, Vice-Chair; Mall Boyd, Commissioner - absent; Helen Rayfield, Commissioner; Tom Baranouskas, Commissioner; Diane Blake, Chief Executive Officer; Amy Webb, Chief Operating Officer; Jim Hopkins, Chief Financial Officer; Jill Barich, Executive Assistant.
Guests: Strode Weaver, CM Foundation; Ken West, CM Foundation

Topics	Actions/Discussions
CALL TO ORDER	▪ Vice-Chairperson Bruce Williams called the meeting to order at 9:13 AM following board education which was a recap of the WSHA Patient Safety Summit attended by Diane Blake and Mary Helen Mayhew.
PLEDGE OF ALLEGIANCE	▪ Pledge of Allegiance was recited.
CONSENT AGENDA	▪ Tom moved to approve the consent agenda as presented. ▪ Helen seconded the motion. ▪ Motion was approved.
COMMUNITY INPUT	▪ Ken West had a very positive experience in the Emergency Department with his mother recently.
FOUNDATION REPORT	▪ The Golf Tournament is gearing up. ▪ Tom Rasmussen, a new board member is working on planned giving. ▪ They will be having a community lunch this week with Dan's Market to thank them for their continued support. ▪ The Home and Garden Tour will take place on Sunday, September 4th. ▪ Brad Blackburn will be the MC for this year's golf tournament dinner. They are on track with golfers. ▪ They now have 18 Board Members.
CM Values	▪ Diane spoke about the value "Community". ▪ Our Emergency Preparedness teams are preparing for this week's regional drill and this exemplifies the value of Community. ▪ Diane shared an article on fostering friendship and community spirit at work. ▪ Comments from recent patient satisfaction surveys were also shared.
Provider Check-In – Carrie Kingsley, ARNP	▪ Carrie Kingsley, ARNP, joined the commissioners along with Paula, our current UW Med Student. ▪ Carrie feels a certain amount of responsibility for caring for the patients of our community. ▪ She likes being able to see patients same day, but we also need to set boundaries with patients and let them know when the provider has availability in their schedule. ▪ We have a strong group of providers and Dr. Raiche was a great add. ▪ It is nice having more Spanish speaking staff including support staff. It is really nice having a Spanish speaker at the front desk. ▪ We need to get more of our forms translated into Spanish. ▪ Carrie mentioned the need for providers to better understand the basics of our Charity Care Policy. Sr. Leadership will make sure Providers are educated when the new process is updated to meet the State plan. ▪ Having our provider involved in the community via sports with their own kids, school activities, etc. helps people get to know them as people and this will help people feel good about the quality of the providers and the care they receive here.
ACTION ITEMS: NEW BUSINESS	
a. Credentialing Approvals	▪ Dr. Linda Strand and Dr. Anna Hansen, Radiologists who read our Mammography studies are up for recredentialing. The Medical Staff has reviewed their files and recommends approval. ▪ Helen moved to approve Dr. Strand and Dr. Hansen for continued Teleradiology Privileges. ▪ Tom seconded the motion.

	▪ Motion was approved.
b. Resolution 2016-04 – Surplus Equipment	▪ The lab has received their new Chemistry Analyzer and held onto the old one for a few months to ensure the new one was functioning properly. The manufacturer will buy back the old analyzer for $5,000. ▪ Tom moved to surplus the old analyzer so it can be sold back to the manufacturer. ▪ Helen seconded the motion. ▪ Motion was approved.
c. Change Order Policy Approval	▪ The Finance Committee reviewed the policy at their last meeting and recommends approval with no changes. ▪ Tom moved to approve the policy as written. ▪ Helen seconded the motion. ▪ Motion was approved.
DISCUSSION ITEMS: OLD BUSINESS	
a. June Board Retreat – June 9th	▪ The retreat will be attended by Commissioners, Sr. Leadership, Jill and Rachel ▪ Dr. Jerome as the Clinic Medical Director will probably be the only provider attending. ▪ One or two people from the Foundation Executive Committee will probably attend. ▪ Jody Corona who has been doing our focus groups will be attending in the morning and sharing the results from her work. ▪ We will also review our SWOT Analysis and refresh that document. The Strategic Planning Committee asked Sr. Leadership to review the SWOT and refresh it prior to presenting it to the full board. ▪ Develop draft Long Term Objectives – Sr. Leadership has reviewed this and will have a draft document to begin the conversation. ▪ A number of documents will be sent in advance to review. ▪ Bruce has offered to host a wrap-up at his house following the retreat. Diane will let the other Providers know about this if any of them would like to join.
b. Board Education plan	▪ Everyone is asked to review the Community Health Feedback question from the 20 Questions binder prior to the retreat. ▪ Our June 21st education session is scheduled to be a discussion on the Board Self-Assessment which we are not ready to do yet. It was suggested we recap the Retreat for the education session.
c. Board Self-Assessment Update	▪ The Strategic Planning Committee met with Neil McReynolds in April. ▪ It is extremely expensive to use an outside consultant to conduct a self assessment. ▪ Neil may be willing to work with us for a reduced rate. ▪ Diane is waiting to receive a formal proposal from Neil. ▪ Neil recommends surveying the Board and people who work closely with them. ▪ Also recommends surveying a stakeholder group – which could include provider and others (community members, foundation executive committee). ▪ The goal would be to do the survey in August and get the results in September.
APRIL FINANCE REPORT	▪ Finance Updates: o Molina Marketplace update – patients have been told our providers are not contracted, so we are working through this issue. o We received $248,000 in Meaningful Use funds from Medicaid. o Endoscopy equipment pursed was over the budgeted amount, but Sr. Leadership keeps a running total of all capital purchases throughout the year, so they will stay on budget for the year. o Our 2015 Audit is almost complete. Luke Zarecor will be presenting the audit at the June meeting. o The 2015 Cost Report is finished and we have a receivable of $90,000 o 2015 will end with a net loss of $140,00 - $150,000 ▪ The April budget included a $100,000 donation from the Foundation for the ambulance. This will be received in a couple months and be for more than anticipated. ▪ Contractual allowances for the month were higher than expected. ▪ Statistics – most departments are on target or very close. Rehab is up considerably this year. ▪ Cash receipts exceeded budget three of the first four months of the year. ▪ AR Trending – we are making progress on accounts in this area. ▪ Credit balances are too high and we will be working on improving this process.

ADMINISTRATOR'S REPORT	▪ The Region 7 Disaster Drill is tomorrow (May 25). It will be a train derailment with a chlorine gas leak. We will be setting up our Decon Tent and testing various aspects of our emergency plans. ▪ The HH Ladies appreciation luncheon is Wednesday, May 25th. Tom will attend. ▪ The local high school students who have been job shadowing in our facility are making presentations on their experience and sharing what they learned. ▪ Clinic Director Recruitment – Amy has some interviews scheduled for later this week and a Skype interview is scheduled for later. ▪ The Community Leaders dinner is June 15th. Commissioners should confirm attendance by the people they invited. ▪ Our ACH is starting to pull data for the Community Health Needs Assessment. Diane and Amy will be attending meetings about this. ▪ Mid-Adopter Regionally – This is an integration of payments for physical and mental health. Our region is working on the coordination of the care prior to coordination of payment. The County Commissioners have committed to being mid-adopters which means we would convert to this prior to 2019. Hospitals in our area are pushing for a 2018 conversion. Due to the amount of work that needs to happen, 2017 would be too soon. Diane and Kevin Abel, the CEO from Chelan, will be meeting with County Commissioner, Doug England. They will push for a two year transition. The Hospital Council met with Tamara Burns, BHO Director regarding the mental health services. Diane will try to attend the behavioral health planning meetings. The ACH is exploring a collaboration around practice transformation. ▪ State Level updates – Community hospitals are suppose to provide a community benefit. With ACA more people are insured and the perception is hospitals are now making more money. Some large facilities are showing larger margins. WSHA is planning on setting guidelines for what can be counted as community benefit. ▪ Clinic layout – the current layout of the clinic makes it hard to have an entire team atmosphere. Diane will begin talking with providers to see what plans can be formulated to open up the space. ▪ Facility Space planning – Diane may be asking the Foundation to move. She is exploring an area in the Administration building. ▪ LEOFF – there is no progress to date. AWPHD has created a Task Force who will be meeting with the Department of Retirement to gather more information. ▪ Lake Wenatchee – Diane will be working on details with the fire district before a formal inter-local agreement can be written. ▪ Kudos to our provider team for ED coverage – Sunday May 29th has been open with no locums available to cover the shift. Several of our providers have stepped up to cover the day.
BOARD ACTION ITEMS	▪ Remember to check e-mail at least twice a week ▪ Confirm with your attendees for the Community Leaders Dinner..
COMMISSIONER COMMENTS	▪ It was great to have Carrie Kingsley, ARNP join us. ▪ The Board Education session recapping the Patient Safety Summit was very good.
ADJOURNMENT	▪ There being no further business, Tom moved to adjourn the meeting. ▪ Helen seconded the motion. ▪ The meeting adjourned at 11:45 AM

Mary Helen Mayhew, Chair

Helen Rayfield, Secretary