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 – July 25, 2017

Present: Mary Helen Mayhew, Chair; Bruce Williams, Vice-Chair; Mall Boyd, Commissioner; Helen Rayfield, Commissioner - absent; Tom Baranouskas, Commissioner; Diane Blake, Chief Executive Officer; Jim Hopkins, Chief Financial Officer; Jill Barich, Executive Assistant.
Guests: Rachel Hansen, PR Coordinator; Charles Amstutz, Director of IT; Jim Nelson, DA Davidson

Topics	Actions/Discussions
CALL TO ORDER	▪ Chairperson Mary Helen Mayhew called the meeting to order at 9:03 AM, following a Board Education session recapping the WSHA Rural Hospital Conference in Chelan..
PLEDGE OF ALLEGIANCE	▪ Pledge of Allegiance was recited.
CONSENT AGENDA	▪ Mall moved to approve the consent agenda as presented. ▪ Tom seconded the motion. ▪ Motion was approved.
COMMUNITY INPUT	▪ None.
FOUNDATION REPORT	▪ Mary Helen heard the Foundation raised over $1,000 at the Benevolent Night at the Wok About Grill.
VALUES	▪ Community – Diane shared two letters she received recently from the local fire districts. The first letter was from Lake Wenatchee Fire and Rescue, thanking the participants in the planning meeting for major issues. The second letter was from Fire District #3 thanking our EMS crew for their assistance with the Spromberg fire..
QI Presentation - IT	▪ Charles Amstutz, Director of IT reported his QA measures are the same and all doing well. His QI project is for testing new Healthland Releases which has been an issue for us in the past. A committee was formed to identify the changes and distribute the testing workload to all the affected departments. This worked well with the last release and will be used again when the next version is ready.
PR Update	▪ Free Sports Physical Day is August 1st. This event is being staffed by volunteers (providers, nurses, Physical Therapists). It is expected that 120 – 150 students could be served that afternoon. ▪ We will be attending the Farmer's Market on Thursday, July 27th. Rachel will be talking about Sports Physicals and let people know we are hiring nurses. ▪ Free Nurse Clinic in Plain will be the first Thursday of the month. It will be staffed by Terri Weiss from UV MEND. ▪ Work is continuing on a campaign to introduce Kelly Boeing, PA-C. ▪ Will be working on a campaign for our dietitian Katelin Toevs in the future.
COMMITTEE REPORTS	
a. Finance Committee	▪ Jim will focus his time on June financials instead of talking about May and June. The details for May are included in your packet. ▪ The Committee reviewed the new contractual allowance worksheet. ▪ We will be working on a new Bad Debt worksheet that will replace the current one at some point in the near future. ▪ LEOFF financial impact – there will be some financial impact due to the new legislation regarding Paramedics and EMT's being in the LEOFF system, but that is still unknown. The legislation makes it less of an impact than it could have been. ▪ Reviewed the Non-payroll Expenditure/EFT Release Policy; Financial Assistance Policy and the Capital Spending Approval Matrix policy. The Finance Committee recommends approval of these policies which will be presented at the August meeting. ▪ Reviewed the UTGO Bond Refinancing Resolution and recommend approval to the full board. ▪ Reviewed the committee self assessment survey questions in preparation for completing the survey in the Fall.

ACTION ITEMS: NEW BUSINESS	
a. Resolution 2017-06 – UTGO Bond Refinance	▪ Eight banks responded to the RFP for refinancing the 2005 & 2006 UTGO Bonds. ▪ The winning bid is from Opus Bank from California with an interest rate of 2.68%. This will represent a savings to taxpayers of almost $1,000,000 over the remaining life of the bond. ▪ The refinancing will close on August 15th if approved by the board. ▪ Bruce moved to approve Resolution 2017-06 – UTGO Bond Refinance. ▪ Tom seconded the motion. ▪ Motion approved
DISCUSSION / REPORT: OLD BUSINESS	
a. LTGO Refinance Discussion	▪ The RFP to refinance the 2009 LTGO bond only had one bank respond to the longer term bond. ▪ We are considering some additional options for refinancing that bond, and possibly get a Moody's rating that may be higher than our current Standard and Poor's Rating. ▪ As part of getting a Moody's rating, Jim Nelson believes it would be beneficial for us to develop a Financial Management Policy. We would want to complete this prior to the August 29th Board Meeting.
Q2 Dashboard Review	▪ The second quarter dashboard measures were reviewed and progress to date discussed. ▪ The Finance dashboard for Q2 was also discussed with results remaining much the same and Q1.
May/June Financials	▪ May results were not reviewed and the discussion focused on June and Second Quarter End. ▪ Revenue was below budget. ▪ Expenses were over budget – we did have unexpected locum fees and temporary nursing staff. ▪ Statistics – In-patient was low in May, but back to more normal levels in June. ▪ Cash Receipts were good in June, slightly lower than budget in May. ▪ We are ahead of budget YTD for cash collections. ▪ AR days have dropped to 65. ▪ AR trending is higher than management would like at 36.4%.
ADMINISTRATOR REPORT	▪ We officially dropped the LEOFF lawsuit earlier in July. We are now working to get information needed to the Department of Retirement Systems. Questions remain on the employer and employee payments to Social Security. DRS is focusing on current employees and then will work on retroactive portions for current and former employees. ▪ Recruitment: o Kelly Boeing, PA will be here August 1st and begin seeing patients. o Dr. Maxwell Moholy will be here beginning September 18th. o Dr. Kathy Fosnaugh has worked some fill in shifts for us. She will be working in Quincy beginning in the Fall. She may be interested in working for us full time in the future. o We are continuing to look for someone to cover for the weeks Lucca is off. o ED Physician – one locum provider has expressed interest in this position. We will be bringing him in to meet with staff and interview in the next few weeks. o Clinic support staff – we are continuing to work to fill these openings and increase our staffing levels. ▪ The condo purchase was completed on July 14th. ▪ Our paramedics are changing their union representation to IAFF. They are petitioning for full time EMT's to be included in the new union. The current contract expires September 30th of this year. If the new contract is not complete by this time, we will follow the current contract until negotiations are complete. ▪ Diane attended the WSHA Board Retreat a couple weeks ago. She heard a presentation on the new proposed Federal Healthcare bill. Eastern and Western State hospitals also did a presentation on the types of patients they serve. ▪ Diane also recently attended a meeting with the Health Care Authority, Insurance companies and the hospital association regarding quality measures with managed care organizations. The managed care organizations are looking at measures that

	hospitals have little control over such as over-use of emergency departments. ▪ AWPHD has been awarded $1.5 billion in funding for the ACH's. The funds need to come in through an Inter-governmental Agency. We have an opportunity to participate so Diane will continue to participate in these conversations. ▪ Diane is continuing to stay connected with the ACH. ▪ Diane also has an upcoming trip to Wisconsin for discussions with Epic. She will be going with representatives from Confluence and will be talking about how smaller facilities can benefit from a regional system with lower costs.
Executive Session: RCW: 42.30.110(1)(g)	▪ The Board moved into Executive Session to discuss the performance of a Public Employee at 11:35 AM for 30 minutes. ▪ The Board moved back to regular session at 12:05 PM.
BOARD ACTION ITEMS	▪ Tom will send everyone a copy of the WRHAP presentation he heard at the Chelan conference. ▪ Diane will send out a reminder with the date of the Foundation Reception at the McReynolds.
COMMISSIONER COMMENTS	▪ Good meeting.
ADJOURNMENT	▪ There being no further business, Mall moved to adjourn the meeting. ▪ Bruce seconded the motion. ▪ The meeting was adjourned at 12:17 PM.

Mary Helen Mayhew, Chair

Helen Rayfield, Secretary