**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 20, 2017

**Present**: Mary Helen Mayhew, Chair; Bruce Williams, Vice-Chair; Mall Boyd, Commissioner; 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**: Rachel Hansen, PR Coordinator; Jim Nelson, DA Davidson; Shawn Ottley, RN, QI Coordinator; Linda Parlette, NCACH Executive Director; John Schapman, Project Manager, NCACH

| Topics | Actions/Discussions |
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| **CALL TO ORDER** | ▪ Chairperson Mary Helen Mayhew called the meeting to order at 9:03 AM, following a Board Education session regarding bond refinancing. |
| **PLEDGE OF ALLEGIANCE** | ▪ Pledge of Allegiance was recited. |
| **CONSENT AGENDA** | ▪ Mall moved to approve the consent agenda as presented.<br>▪ Tom seconded the motion.<br>▪ Motion was approved. |
| **COMMUNITY INPUT** | ▪ None. |
| **FOUNDATION REPORT** | ▪ No Foundation members were present. The Annual Golf Tournament was yesterday (June 19th) and it seemed to be a very successful day. |
| **VALUES** | ▪ Diane shared a story from one of our housekeeping staff who had a clerk at Safeway tell her how great her experience at Cascade Medical had been. |
| **Introduction of QI Coordinator – Shawn Ottley** | ▪ Amy Webb introduced our new QI Coordinator, Shawn Ottley, RN. Shawn most recently worked for Confluence Health.<br>▪ He enjoys working with the quality data and working to improve results. |
| **2016 DZA Audit** | ▪ Luke Zarecor from Dingus, Zarecor and Associates presented the 2016 Audited Financials. Volumes were up in 2016 over 2015 which resulted in patient services increasing over $1 million.<br>▪ The Financial Indicator graphs were also reviewed and discussed. |
| **Accountable Communities of Health Update** | ▪ Linda Parlette, the Executive Director of the North Central Washington Accountable Communities of Health for Chelan, Douglas, Grant and Okanogan Counties joined us to talk about the work of our ACH. John Schapman, Project Coordinator also joined us.<br>▪ There are nine Accountable Communities of Health (ACH) in Washington State.<br>▪ Our ACH is working on six projects, two of those projects are required by the State.<br>▪ We are in the five year demonstration period which is January 2017 – December 2021.<br>▪ The projects our ACH is working on are: Bi-directional Integration of Physical and Behavioral Health through Care Transformation; Community Based Care Coordination; Diversion Interventions; Transitional Care; Addressing the Opioid Use Public Health Crisis; Chronic Disease Prevention and Control.<br>▪ During the five year period the ACH has the opportunity to earn up to $52 Million. The required projects are Bi-directional Integration of Physical and Behavioral Health and Community Based Care Coordination.<br>▪ The projects our ACH did not select were Maternal and Child Health and Oral Health.<br>▪ The Medicaid population in our ACH is around 93,000.<br>▪ Chelan, Douglas and Grant counties are Mid-Adopters for combined payments which will begin in 2018. |
| **PR Update** | ▪ We attended the Lake Wenatchee Safety Day with the inflatable colon which was staffed by three Foundation members and Deb Jahnke from Endoscopy.<br>▪ The inflatable colon was also at the golf tournament yesterday.<br>▪ We hosted eighty 1st Grade students who came through the hospital last week. The staff was great with the kids and had interesting things for them to do.<br>▪ The EMS staff recently attended Bike and Juice, and also gave ambulance tours to Kindergarteners and 4th Graders.<br>▪ We have a photo shoot scheduled for tomorrow (6/21) for the EMS staff with the ambulances.<br>▪ Work is progressing on flyers for the announcement of Kelly Boeing, PA-C joining our |

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| | clinic team on August 1st.<br>▪ Free Physicals will be provided at the school this summer. Three providers and PA's have agreed to provide physicals along with support staff. Information on the physicals day is being sent home by the school.<br>▪ Rachel will be leading a couple Wellness focus group sessions with staff to brainstorm ways we can improve employee health. |
| **COMMITTEE REPORTS** | |
| a. Governance Committee | ▪ The meeting was a wrap up from the Board Retreat and a discussion on the education plan and prioritizing education topics.<br>▪ The Orientation of a new commissioner policy was reviewed and minor revisions are proposed. The committee recommends approval, which happened in the consent agenda.<br>▪ The quarterly review of the CEO will take place at the July Board Meeting.<br>▪ Provider connections – Providers like having commissioners at Med Staff meetings.<br>▪ Committee Self Assessment – the plan this year is to ask a couple open ended questions and ask the standard questions every other year, or if there are new committee members.<br>▪ Goals for Governance – Governance would like commissioners to set an individual goal for how they can become a stronger board member. |
| **ACTION ITEMS: NEW BUSINESS** | |
| a. Credentialing Approvals | ▪ Dr. Patricia Barnes and Dr. Daniel Baker have completed six months of provisional privileges and there are no concerns. The MEC and Medical Staff recommend approval of Teleradiology privileges.<br>▪ Mall moved to approve the Teleradiology privileges for Dr. Barnes and Dr. Baker.<br>▪ Tom seconded the motion.<br>▪ Motion was approved. |
| b. Resolution 2017-05 – Purchase of Real Property | ▪ We have been renting a one bedroom condo from the Bolser's for the past several years to house the UW Medical Student. The Bolser's have decided to sell the unit.<br>▪ The sellers and Sr. Leaders have agreed on a purchase price of $208,000 which has been determined to be fair market value.<br>▪ The unit is fully furnished, some of these items are already owned by Cascade Medical.<br>▪ There is a monthly fee of $215 for sewer, garbage and utilities that is paid to the condo association.<br>▪ The building also has a hotel type room available for owners to reserve for $20/night. We may be able to use this to house providers who are covering shifts for us.<br>▪ The University of Washington will reimburse us market rate for monthly rent of housing for the students. Our rent for the unit has been under market rate.<br>▪ Bruce moved to approve Resolution 2017-05 – Purchase of Real Property.<br>▪ Helen seconded the motion.<br>▪ Motion was approved. |
| c. Bond Refinancing parameters | ▪ Sr. Leadership is recommending Bond refinancing parameters for:<br>o Voted Bonds (2005 and 2006 Unlimited Tax G.O. Bonds)<br>▪ Achieve a Net Present Value savings percent of 5% or greater<br>▪ Par amount not to exceed $8,000,000<br>▪ True Interest Cost percent not to exceed 4.00%<br>▪ Final maturity of December 1, 2030 or less<br>o 2009 Limited Tax General Obligation Bonds<br>▪ Achieve a Net Present Value savings percent of 5% or greater<br>▪ Par amount not to exceed $6,100,000<br>▪ True Interest Cost percent not to exceed 4.90%<br>▪ Final maturity of December 1, 2038 or less<br>▪ Bruce moved to authorize Diane Blake and Jim Hopkins to proceed with Bond refinancing if it meets the above listed parameters.<br>▪ Tom seconded the motion.<br>▪ Motion was approved. |

| DISCUSSION / REPORT: OLD BUSINESS | |
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| a. Board Education Plan | ▪ The proposed Board Education Plan for the remainder of the year is fine with all commissioners. Some topics initially thought to be important for 2017 will be moved to 2018. |
| **ADMINISTRATOR REPORT** | ▪ Recruitment<br>o Foundation Coordinator – Initial interviews have taken place. Additional interviews will take place later this week.<br>o ED Provider – We have hired Merritt Hawkins to help with the search for this position. One locum tenens provider who has recently worked shifts for us is interested in this position. Diane will meet with him to discuss the opportunity when he is on-site in July.<br>o Coverage for Lucca Criminale's time off is still being pursued.<br>o We are recruiting per diem physicians to help in the clinic with some possible coverage in July.<br>▪ Our ACH is investigating funding for a regional Epic system. Diane has been asked to join a team who will be traveling to the Epic headquarters to discuss the possibility of a Regional Epic system.<br>▪ Brian Pulse was recently awarded EMS Director of the Year. Mike Stanford was awarded Volunteer EMS Provider of the Year.<br>▪ Medical Records paper charts are being moved and IT will be moving to the old Medical Records space. Amy will then move to the Administration building.<br>▪ Some revisions are being made up in the clinic – a wall will be removed between provider offices in Pod 2 and 3 for better staff communication.<br>▪ The LEOFF Lawsuit has not yet been officially dropped. AWPHD has been working with the Department of Retirement Systems on the implementation of the new legislation.<br>▪ The Teamster Representative for the Paramedics met with Amy Webb and Reyne Boik last week and informed them that the Paramedics are changing their representation to the IAFF union. The current agreement with the paramedics expires in September.<br>▪ We have applied for a provider loan reimbursement program for Dr. Moholy. We will also apply through the State of Washington to be a provider loan reimbursement site. Thanks to Jim Hopkins and Reyne Boik for all the work to apply for these programs.<br>▪ WSHA PAC information is available for commissioners and Sr. Leaders. The goal for Cascade Medical for the year is $2,000. Diane would like more than four people to contribute towards our goal this year. |
| **BOARD ACTION ITEMS** | ▪ Tom and Helen will be attending the conference in Chelan.<br>▪ Board Rounding is tomorrow (June 21st).<br>▪ Check your e-mail regularly. |
| **COMMISSIONER COMMENTS** | ▪ Lots of good information today.<br>▪ The August agenda will be lighter with Diane away that week. |
| **ADJOURNMENT** | ▪ There being no further business, Helen moved to adjourn the meeting.<br>▪ Mall seconded the motion.<br>▪ The meeting was adjourned at 12:22 PM. |

Mary Helen Mayhew

Mary Helen Mayhew, Chair

~~Helen Rayfield, Secretary~~

Bruce Williams Vice Chair