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 – March 21, 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 Operations Officer; Jim Hopkins, Chief Financial Officer; Jill Barich, Executive Assistant.

Guests: Rachel Hansen, PR Coordinator; Strode Weaver, CM Foundation; Wade Nash, CM Foundation; Kath Virgil-Belding, Director of Nursing; Deb Miller, Executive Director Community Choice; Scott Mitchell, Director of Radiology

Topics	Actions/Discussions
CALL TO ORDER	▪ Chairperson Mary Helen Mayhew called the meeting to order at 9:00 AM following a Board Education session which was a recap of the NW Rural Health Conference attended by Tom Baranouskas, Mall Boyd, Helen Rayfield and Diane Blake
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	▪ Wade and Kathy Nash are the newest Foundation members, bringing the total membership to twenty-one. ▪ Thank you to everyone who attended the Benevolent Beer Night at Icicle Brewery. ▪ Marson & Marson Lumber and Tum-A-Lum Lumber are the naming sponsor of this year's golf tournament on June 19th.
VALUES	▪ Diane shared a story about a patient who called on a Sunday and needed a copy of their CT Scan. The staff was able to locate the scan and get it to the patient. ▪ She also shared a story about how Cori Goehner, a PT receptionist, encouraged Kathy Nash to do something new in the community to meet people.
Introduction of Kath Virgil-Belding	▪ Kath is our new Director of Nursing. She came on board as an interim and decided she liked it here and wanted to be considered for the FT position. ▪ Kath shared her extensive background which has taken her across the country. Kath has a diverse background and has worked for both large and small organizations. She has been doing interim work since 2010 – mostly in rural areas. She felt pulled to Critical Access Hospitals.
Community Health Needs Assessment	▪ Deb Miller from Community Choice presented the North Central Washington Community Health Needs Assessment.
QI Presentation – Radiology	▪ Scott Mitchell, Director of Radiology presented his 2017 Quality Assurance Indicators, which ensures the standards they must meet are maintained.
PR Update	▪ Rachel has been working hard on adding the local touch to our Community Health Needs Assessment. ▪ She is also working to improve our Google Reviews by reaching out to patients who have sent in positive patient satisfaction surveys. ▪ She is planning an Open House during Autumn Leaf festival. She is working with the festival committee to inform them of the plans.
COMMITTEE REPORTS	
a. Board Governance Committee	▪ Bruce created and sent to all commissioners a summary of the governance committee meeting. The group talked a lot about the follow-up from the Board session with Neil. ▪ Bruce recommends changing the name of the committee from Strategic Planning to Board Governance. The full board is in agreement with that recommendation. ▪ Board Retreat – if you have thoughts about education or topics for the retreat, let Bruce know.
b. Finance Committee	▪ The Finance Committee is working to provide the finance report more pictorially and still have the actual numbers for back-up. They are working to be thinking more strategically.

	▪ The Work Plan for the Finance Committee was included in your packet for informational purposes and review.
c. QI Committee	▪ The QI Committee Work Plan was included for informational and review purposes. There were no major changes to the workplan or charter.
ACTION ITEMS: NEW BUSINESS	
a. QI Committee Charter	▪ The QI Committee Charter has no major changes from last year. ▪ Mall moved to approve the QI Charter. ▪ Tom seconded the motion. ▪ Motion was approved.
b. Community Health Needs Assessment	▪ Helen moved to approve the Cascade Medical Community Health Needs Assessment. ▪ Mall seconded the motion. ▪ Motion was approved.
c. Credentialing Approvals	▪ Dr. Christopher Hurt is a Teleradiologist with Direct Radiology who has been on staff with Provisional privileges for the past six months. ▪ The Medical Executive Committee recommends moving Dr. Hurt to the Teleradiology Category for privileges. ▪ Mall moved to approve Dr. Hurt for Teleradiology Privileges ▪ Helen seconded the motion. ▪ Motion was approved.
DISCUSSION ITEMS: NEW BUSINESS	
a. Proposed 2017 Dashboard	▪ Reviewed the proposed 2017 Dashboard. The purpose of the dashboard is to track how we are progressing on our yearly objectives. Some items have placeholders until it is determined the best way to track the objective.
b. 2017 Education Plan	▪ Reviewed the proposed education plan prepared by the Governance Committee. ▪ April we will not have education since two commissioners will be absent. The plan for the month of May might change now that we know the Safety Summit is scheduled for early May.
c. August & September Board Meeting Dates	▪ The August meeting is scheduled for August 22nd. Both Bruce Williams and Diane Blake have conflicts with this meeting date. It was agreed to move the meeting to August 29th. ▪ The September meeting date conflicts with Rural Advocacy Days in Washington, DC, which Diane plans to attend again. It was agreed to move this meeting to September 19th.
DISCUSSION ITEMS: OLD BUSINESS	
a. Community Leaders Dinner - April 26th	▪ The next Community Leader dinner is scheduled for April 26th. ▪ Mall has received lists of attendees from Tom, Bruce and Helen. ▪ Guests are invited to arrive by 5:30 for a facility tour. ▪ Everyone is reminded to call your guests and remind them a few days prior to the dinner. Mall will follow-up with Mary Helen's guests since she will be away. ▪ Bruce and Mall will be the commissioners attending the dinner.
January Finance Report	▪ We have a positive margin of $29,000 for January; volumes were good. ▪ Rates were increased in most departments at the beginning of the year. In-patient was busy in January, the clinic was down slightly with Dr. Butruille on sabbatical and Dr. Merritt was out on leave for part of the month. ▪ Professional fees were over budget due to some temporary staff in nursing. ▪ Stats were good for most departments. ▪ Cash receipts were low – partially due to staff being out in December. ▪ AR Days are also up, again due to staff being out in December. ▪ AR Trending – Medicare has fixed their system issue which began in May 2016 and we are beginning to receive payment on those charges.
ADMINISTRATOR REPORT	▪ We have hired a PA to replace Carrie Kingsley. Kelly Boeing will be full-time at four days a week. ▪ We are still working on coverage for Luca's week's away once per month. ▪ We have four candidates interested in the Behavioral Health consultant. ▪ Dr. Jerome and Kathleen visited the Yakima clinic where the Behavioral Health consultant model is in place. ▪ Amy Webb and Kathleen O'Connor are working with the providers to be more strategic in how they work together.

	▪ National Healthcare Week is in early May. ▪ We are planning a Retirement Open House for Jain Rogers who will be retiring the end of April. The open house will be May 2nd. ▪ Bruce Williams and Diane have reached out to our Democratic US Senators to voice their concern over the ACA Repeal proposal. They have also reached out to Representative Reichert to encourage him to vote no on the current ACA Bill. If others are interested in reaching out Diane can provide you information. ▪ Diane will be out of the office beginning Thursday and will return to the office on April 3rd. ▪ Diane will be meeting with Kelly O'Brien to discuss the fire departments plan to run a levy.
BOARD ACTION ITEMS	▪ Review the information from Neil. ▪ Remember to call and invite your community members to the Community Leader's dinner for late April.
COMMISSIONER COMMENTS	▪ George Wilson shared with Tom Baranouskas that he was impressed with the care he received when he injured his shoulder. ▪ Meeting Evaluation - Commissioners felt the majority of the agenda items were appropriate. No other information was needed prior to the meeting. The Finance and QI Reports were not very useful since neither committee had met since the last Board meeting. Everyone appreciated the CHNA discussion and meeting our new Director of Nursing – Kath Virgil-Belding. There was good discussion throughout the meeting.
ADJOURNMENT	▪ There being no further business, Tom moved to adjourn the meeting. ▪ Mall seconded the motion. ▪ The meeting was adjourned at 12:00 PM.

Mary Helen Mayhew, Chair

Bruce William

Helen Rayfield, Secretary