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 – February 26, 2019

Present: Bruce Williams, President – excused absence; Mall Boyd, Vice-President; Mary Helen Mayhew, Commissioner; Helen Rayfield, Commissioner; Tom Baranouskas, Commissioner – excused absence; Diane Blake, CEO; Jim Hopkins, Chief Financial Officer; Jill Barich, Executive Assistant
Guests: Rachel Hansen, PR Coordinator; Ben Bricker, Paramedic; Brian Pulse, EMS Director; Dr. Jerome; Vangie Schasse, CM Foundation

Topics	Actions/Discussions
CALL TO ORDER	▪ Vice-President Mall Boyd called the meeting to order at 9:00 AM, following a board education session on maximizing the use of Outlook.
PLEDGE OF ALLEGIANCE	▪ Pledge of Allegiance was recited.
CONSENT AGENDA	▪ Mary Helen moved to approve the Consent Agenda. ▪ Helen seconded the motion. ▪ Motion was approved.
COMMUNITY INPUT	▪ None.
FOUNDATION REPORT	▪ Vangie reported for the Foundation that they are getting close to finalizing their Strategic Plan for the next five years. Their goal is to increase their fundraising by 15%. ▪ The registration fee for the golf tournament has been reduced to $100, but there will be other add-ons that will help increase fundraising. ▪ Work is beginning on the Home and Garden Tour which will be in the Plain/Lake Wenatchee area. ▪ There is now a Volunteer Page on the Foundation website so people can sign up to volunteer for various events. ▪ The Foundation will be purchasing a tent and table covers with their logo for events.
VALUES	▪ Diane shared a customer service story about Trader Joe's and how they assisted an elderly man who was unable to get to the store due to a pending storm. His daughter called the store and they agreed to deliver groceries to the man, even though they typically don't do that, and did so for no fee and going above and beyond for the man. ▪ Diane shared comments from a recent ED survey that demonstrated how our staff went above and beyond to do the right thing for a recent patient.
Provider Check-in: Dr. Jerome	▪ Kelly Boeing, PA-C had her baby and is out on maternity leave. ▪ Dr. Kranz is out on sabbatical. Carrie Kingsley, ARNP will be returning in the spring to help cover the clinic. ▪ Corey Rubinfeld, PA-C will be here opposite of Lucca. ▪ Most providers have submitted their vacation requests for the summer and they have been approved. ▪ The conversation with providers on how to cover in-patients has begun. They will be meeting on a regular basis to determine the best course for our facility. ▪ The clinic is looking to standardize blood pressure management. They would like to purchase blood pressure machines for each pod and develop an algorithm for when a patient requires additional blood pressure management. ▪ Dr. Jerome met with Dr. Kolde at Confluence Health to observe how they room patients and have standardized their processes.
QI Presentations	▪ Brian Pulse shared the results of his QI indicators for 2018. The relationship with Lake Wenatchee Fire and Rescue is very valuable and can be life-saving.
PR Update	▪ The EMS Levy campaign was very successful with over 80% yes vote. ▪ Rachel will be working on introducing Dr. Kathy Fosnaugh to the community. ▪ There will be a campaign in the Spring on the new 3D mammography machine. ▪ Patients will be notified soon that the Administration parking lot is available to patients. New signage will be up in the Spring. ▪ The first Suicide Prevention workshop was held in Plain on February 25th. About 20 people attended. This workshop will be repeated in Leavenworth in early March. The idea for the workshop came out of a meeting with the school district and their request for help with suicide prevention. We will continue to look at ways to partner with the schools. ▪ We will begin working on community leader's dinners for this year.

COMMITTEE REPORTS	
a. Governance Committee	▪ Discussed strategic planning for the board and the upcoming community health needs assessment. ▪ Reviewed the 2019 work plan, education plan and board objectives. ▪ Watch for the new WSHA Board education webinars. The next one is April 2nd and is on Finances. ▪ April 17th, we will be doing The Leadership Game at NCW Foundation from 9:30 – 11:30.
b. QI Committee	▪ Change the name to Quality Oversight Committee. ▪ Shawn's patient story was about the importance of understanding patient's expectations to try to avoid dissatisfied patients. ▪ Reviewed and discussed the reports provided by each committee. ▪ Reviewed Quantros reports and publicly reported measures. Reviewed the patient satisfaction survey results for 2018. ▪ Reviewed and updated the Work Plan and charter for the year.
ACTION ITEMS: NEW BUSINESS	
a. 2019 Board Objectives	▪ Discussed the proposed 2019 board objectives and the proposed timeline for developing objectives for each year. Discussed possibly having the objectives ready in December and making the objectives measurable. ▪ Commissioners support the adoption of the proposed 2019 board objectives.
b. Quality Oversight Committee Charter	▪ The main changes were changing the COO to the CCO and removing some staff members who were listed as committee members. ▪ Mary Helen moved to approve the QOC Committee Charter. ▪ Helen seconded the motion. ▪ Motion was approved.
c. Provider Credentialing	▪ Postponed the approval of Dr. Guffey's credentialing file. The Medical Executive Committee has not completed their review due to timing of getting the file to them. ▪ Dr. Fernando Dietsch's credentialing file was reviewed and approved by the MEC, Board QI representative and a Board representative for Temporary/Locum Tenens privileges. His privileges are effective February 16, 2019 – May 17, 2019. His first shift was February 16th.
DISCUSSION / REPORT: OLD BUSINESS	
a. Q4 2018 Final Dashboard	▪ Updated the clinic information on the dashboard which was not ready earlier. They are meeting most areas. ▪ Financial stewardship, these are still preliminary until the cost report is completed in May. ▪ Productivity target, we missed in Q4, but YTD we met the target.
b. Proposed 2019 Dashboard	▪ Reviewed the 2019 proposed dashboard and how these pillars will be measured.
DISCUSSION / REPORT: NEW BUSINESS	
a. Parking lot project process	▪ There have been some unanticipated delays with the city regarding the upgrade of the parking lot. ▪ We hope to have the bid proposals by the March meeting.
January Finance Report	▪ We had a positive margin for the month of January. ED was slow, but in-patient and clinic were busy. Dr. Moholy had his busiest month so far in January. ▪ Gross Revenue was slightly under budget for the month. ▪ Cash receipts were low, due to being down the HIM Director. We will be interviewing additional HIM candidates and hope to have a decision in the next few weeks. ▪ Days in AR are up, which was anticipated. ▪ There has been nothing new on the Medicaid Meaningful Use repayment.
Administrator Report	▪ Clinic summer coverage – recruitment is going well. Carrie Kingsley will back fill with Kelly Boeing for the summer. Lucca is hoping to cut back her schedule. We are in conversation with Corey Rubinfeld, PA-C who will be covering for the month Lucca is off in late March/April. Corey may be interested in also working late in the summer when Lucca is planning another month away. Corey's schedule will be 7 AM – 5 PM. The plan will be for Corey to work three weeks and be off one week, with Lucca working that week. ▪ ED recruitment is going very slowly. Diane is beginning to work with recruiting firms on a contingent basis. The in-patient coverage piece may be part of our struggle. ▪ Dr. Morris has been here several times already and patients enjoy seeing him. Dr. Morris is also helping with wound care. One of our providers has a patient with a foot wound that has not healed. The patient saw Dr. Morris here and had such a good experience they are willing to see Dr. Morris in Wenatchee to obtain more frequent care. ▪ Diane met with David Olson, from CVCH to discuss their plans for the area.

	▪ The school district is interested in having an outreach clinic in the schools, which Diane will continue to explore with Superintendent, Bill Motsenbocker. ▪ The Healthcare Authority continues to work on their multi-payor model where they change the way all rural facilities are paid. The current plan is probably not a model we want to explore. ▪ The legislative session is in full swing. Keith Goehner has been very responsive to inquiries and is working to maintain healthcare in rural areas.
BOARD ACTION ITEMS	▪ Check e-mail three times per week. ▪ WSHA Finance education webinar – April 2nd
COMMISSIONER COMMENTS	▪ Good meeting. We missed Bruce and Tom. ▪ The Foundation is working really hard.
ADJOURNMENT	▪ There being no further business, Mary Helen moved to adjourn the meeting. ▪ Helen seconded the motion. ▪ The meeting was adjourned at 11:40 AM_____.

Bruce Williams, President

Helen Rayfield, Secretary