CASCADE MEDICAL
PARTNERS IN YOUR HEALTH

Minutes of the Board of Commissioners Meeting
Chelan County Public Hospital District No. 1
Arleen Blackburn Conference Room & Video Conference Connection
July 20, 2022

Present: Bruce Williams, Vice-President; Helen Rayfield, Commissioner; Mary Helen Mayhew, Commissioner; Diane Blake, Chief Executive Officer; Pat Songer, Chief Operating Officer; Marianne Vincent, CFO; Melissa Grimm, CHRO; Tammy Spencer, Executive Assistant; Via Zoom: Mall Boyd, Commissioner

Absent: Tom Baranouskas, President *(excused absence)*

Guests: Via Zoom: Lester

Topics	Actions/Discussions
CALL TO ORDER	▪ Vice President Bruce Williams called the meeting to order at 5:31 PM.
CONSENT AGENDA	▪ Mall moved to approve the consent agenda. ▪ Mary Helen seconded. ▪ All in favor.
COMMUNITY INPUT	▪ None
VALUES	▪ Diane shared an excerpt from a blog "Vision and commitment a story of two Squirrels" ▪ Feedback from Scott Mitchell, Director of Radiology concerning new equipment purchased using the Cares Act Funds. The new equipment worked perfectly.
FOUNDATION REPORT	▪ None
DISCUSSION/REPORT: OLD BUSINESS	
a. IT Update	▪ Reported by Pat Songer: we don't have a lot of IT updates although we have changed out a lot of hardware that was purchased with Cares Act dollars, enhancing our IT security. ▪ Our network has stabilized, and the IT Department has also stabilized.
b. Organizational Dashboard Q2	▪ Review of items on dashboard. ▪ Behavioral Health telemedicine working toward meeting timelines of this project by the end of August. ▪ Measures for the People pillar are well on track. Retention in the organization is good, with low turnover rates compared to benchmarks. ▪ Patent and Family Advisory Council. We have had to pivot and we are redeveloping a plan that can continue forward without a provider champion currently in place. ▪ Dashboard application is working well; it auto populates, which is more efficient.
COMMITTEE REPORTS	
a. WSHA Board	▪ WSHA adopted Equity as one of its Values, recognizing that treating people equitably results in better health outcomes. Part of treating people equitably is to make everyone feel welcome at health care facilities, such as having Spanish-speaking employees and translating our documents into Spanish so that Spanish speakers feel welcome. Another example is communicating to members of the LGBTQ community that they are welcome. ▪ Charity Care Hospitals are responsible for educating their patients about the Charity Care program. ▪ WSHA has a new program: CARE, Committing to Action for a Resilient Environment for patients and staff. One of the proposed actions is to give the employees time to speak with their CEO. This encourages hospitals to create a great environment for all to work in. We do cultivate this environment at CM. ▪ A lot of the big hospitals are struggling financially and with staffing due to multiple causes. Examples include Medicaid has not had a payment increase in 20 years and the increased inflation.
b. Finance Committee	▪ Revenues are down, patient volumes are down at the beginning of the year. ▪ Our expenses are high. ▪ We are struggling with finances in Meditech. But working toward the future with Meditech and having the data needed to run effective reports. ▪ New Board members Gustavo Montoya is likely to join the Finance Committee and Jessica Kendall is likely to join the Quality Committee, with Strode Weaver as a community member joining the Finance Committee.

ACTION ITEMS: NEW BUSINESS	
a. Credentialing	▪ Memo concerning credentialing Dr. Guffey as Adjunct and Dr. Otto as Provisional. This memo is to solidify the correction to the June document. ▪ Alex Pelman PA-C proposed to move from Provisional to Active category. ▪ Mall moved to approve to memorialize Dr. Guffey to Adjunct and Dr. Otto to Provisional and to advance Alex Pelman from Provisional status to Active Staff Category. ▪ Mary Helen seconded. ▪ All in favor.
b. Finance Charter	▪ Revised Finance Charter proposed change allows the Board to add one or more community members to the committee. ▪ Bruce moved for approval. ▪ Mary Helen seconded. ▪ All in favor.
c. Appoint Finance Community Member	▪ Bruce moved to appoint Strode Weaver to the Finance Committee as of September 1st. ▪ Mary Helen seconded. ▪ All in favor.
April Finance Report	▪ Marianne reported we are behind in reporting due to the previously noted effects of Meditech. We are looking at April data this meeting. ▪ There is a negative net margin in January and a big negative margin in February and a slight increase in March a lot of that is due to there weren't any bills going out due to Meditech. We hope to see that level out as time goes along and data is compiled. ▪ Salaries and benefits are over year to date at $441,000 Clinic providers are $164,000 ED $86,000 and acute $65,000. We were paying double time at times for staff coverage and the Meditech implementation was a part of that ▪ Our pro fees are $164,000 for the year there was some consulting, HR did with a project and other things that have impacted that number. ▪ Supplies are under budget for the year. ▪ Cash receipts, our cash collections are good for April. We have received a million dollars in our cash collections from the treasurer for taxes. We did pay our interest payments on our 2 bonds on the first of June. ▪ Days in net AR have varied, January, February and March. Back down in April to 67.3 days. ▪ Accounting is now beginning to feel more comfortable in the system. ▪ We are down an employee due to an injury but we have already backfilled that position with a temp. Jerri and her team are working hard to try and clean up some things in Meditech. We are continuing to build out some claims along the way. ▪ Budget packets will be going out. ▪ We will receive nearly a million dollars for the cost report settlement from 2021 that we will receive as cash inflow later in the year. ▪ Losses that we experience this year will be decreased when we file our 2022 Medicare cost report, it will not cover all but it will help minimize losses. ▪ Bad Debt report with no billing going out in 2022 we will still make allowances for bad debt We won't see the bad debts settled so that will be further delayed. and this is for patient statements. Insurance is being billed. ▪ Marianne will be taking a closer look at why the provider salaries and benefits are much higher than expected.
Administrator Report	▪ Marlene the Foundation Coordinator has resigned to take a new job and will be leaving at the end of the month. She will still be available some during the onboarding of the new Foundation Coordinator. ▪ We no longer have a wait list for new patients in the clinic and all of our providers are accepting new patients. ▪ Carrie Kingsley is taking on Dr. Raiche's panel while we continue to recruit. ▪ We had been challenged with our phone system and we are pleased that we have made adjustments to how our calls are handled in real time. We still have some work to do on the operational side. ▪ Reminder that our river is high and fast. We are continuing to hand out life jackets and are working on ordering more to hand out to our community. Multiple agencies, including CM, are meeting regularly to strategize other initiatives to keep people safe. ▪ Our dryer stopped working and were very grateful to the Bavarian Lodge who helped us keep up on our continuous laundry needs while we had ours repaired. ▪ We received a grant for $10,000.00 from AWPHD for strategic planning. ▪ The Foundation has achieved their funding goals to purchase a few things which are the Holter Monitor and the Life Pack 15 Monitor and we will be bringing these things to the board for approval. Both of those are budgeted but also require board approval. ▪ Emergency Department schedule changes are in affect which started July 1st which are 24-hour shifts, from 7am to 7am. ▪ The providers are happy with the changes at this point. The shift hand off is working well.

	▪ WSHA is having a media briefing tomorrow, but they do have information from the first quarter with 98% of the hospitals in the state reporting, including 100% of the big and system facilities. The combined loss for hospitals across the state for first quarter is about 1 billion dollars across the state. Employee wages and benefits are up 10% Q1 and the temporary labor cost is up 200%. ▪ Some hospitals are having to close some services. ▪ CM is highlighted in the NEMSMA report, both on the cover page and inside as well.
Board Action Items:	▪ Mall will be at the Aug 4th Med Staff Meeting. Please check email regularly.
STRATEGIC QUESTION / MEETING EVALUATION / COMMISSIONER COMMENTS	▪ A heartfelt thank you to Helen and Mary Helen for their years of service to the Board.
ADJOURNMENT	▪ There being no further business, Mary Helen moved to adjourn the meeting. ▪ Helen seconded. ▪ All in favor. ▪ The meeting adjourned at 6:56 PM.

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Tom Baranouskas, President Helen Rayfield, Secretary