CASCADE MEDICAL
PARTNERS IN YOUR HEALTH

Minutes of the Board of Commissioners Special Meeting
Chelan County Public Hospital District No. 1
Arleen Blackburn Conference Room & Video Conference Connection
February 22, 2022

Present: Helen Rayfield, Commissioner; Mary Helen Mayhew, Commissioner; Mall Boyd, Commissioner; Diane Blake, Chief Executive Officer; Marianne Vincent, Chief Financial Officer; Leanne Lewis, Interim Chief Operating Officer; Melissa Grimm, Chief Human Resources Officer; Megan Baker, Clinic Assistant; **Via Zoom**: Tom Baranouskas, President; Bruce Williams, Vice-President; Clint Strand, Director of Public Relations
Guests: Bob Keller, Foundation Member

Topics	Actions/Discussions
CALL TO ORDER	▪ President Tom Baranouskas. called the meeting to order at 9:00 AM, following a board education discussion on the AHA 2022 Rural Health Care Leadership Conference
CONSENT AGENDA	▪ Mall Boyd moved to approve the consent agenda as presented. ▪ Mary Helen Mayhew seconded the motion. ▪ Motion was approved.
COMMUNITY INPUT	▪ None
VALUES	▪ Diane Blake shared comments three shared values: commitment, community, and quality ▪ Patient Care Tech, Ray Ryan. Ray has helped in the clinic when staffing was low. Last week, he worked in central supply. ▪ A patient shared a recent interaction with Ray. Ray saw the patient and asked how she was doing, and she let him know she was a bit worried. Ray sat with her through the waiting period for her tests and demonstrated commitment, community, and quality values
FOUNDATION REPORT	▪ Bob Keller from the Foundation reported on financials ▪ While assets and liabilities seem flat, they donated a considerable amount of money last year. ▪ Marlene wrote an article for the Wenatchee World about funds donated to suicide prevention. ▪ Katie Schmitten, school counselor at the school, gave an update on the program. ▪ The Foundation has recently recruited two new members: Rich Adamson and Vito Fedor (Squirrel Tree). ▪ Marlene is looking to identify businesses in the community as sites for AED. ▪ There will not be a Home and Garden Tour or Garden and Art Tour. ▪ The Charm walk is scheduled for May.
DISCUSSION/REPORT: OLD BUSINESS	
a. COVID-19 Update	▪ Diane Blake provided the COVID-19 Update. ▪ Although pandemic mandates will be relaxed on March 21st, Diane advises caution. ▪ There are declining COVID hospitalizations in western Washington. ▪ Folks who were not able to receive necessary care are now experiencing worse health outcomes. ▪ Last week, Lake Chelan Community Hospital reported limited provider coverage while trying to treat a full patient load. ▪ Positivity rates are still high: 20+% ▪ Indoor mask mandates will end on March 21st. Diane expressed concern about community pushback as other sectors relax mandates while healthcare masking remains the same. ▪ Cascade Medical has returned to a regular staffing pattern. ▪ We provided at-home COVID-19 test kits during the Meditech Go-live transition due to staffing strains. ▪ We resumed endoscopy services on February 3rd. ▪ Something to consider: When and how do we start seeing respiratory patients in the clinic setting again?
b. MediTech Report	▪ Chad Schmitt provided the MediTech Report. ▪ There were several hurdles and challenges that occurred during the go-live launch. ▪ Staff have demonstrated fortitude and a willingness to persevere through the project.

	▪ There are currently outstanding issues related to the project. ▪ Chad's team is working on a new helpdesk ticketing system. ▪ Bruce Williams asked Chad about the employee morale surrounding the project. Chad reported that morale was good, and staff experienced relief that the project was live. Chad noted that there is still work to be done. ▪ Tom Baranouskas acknowledged Chad's leadership and temperament and expressed gratitude for his work on the MediTech project. ▪ Diane mentioned increased expenses related to the Meditech project: o Additional data entry staff to help load patient information o Additional resource for pharmacy
DISCUSSION/REPORT: NEW BUSINESS	
a. Staffing Update	▪ Melissa Grimm provided the Staffing Update. ▪ Currently, there are 21 open positions listed on the website. Of those, there are 8 pool positions, and several positions are duplicative (1.2 RN FTE listed in multiple variations, for example). ▪ 3 difficult positions to fill: COO, Staff Accountant, and ED Physician. ▪ There have been 12 COO Zoom interviews, and there is 4 scheduled in-person. ▪ Melissa reported lower than a typical number of applicants for the ED Physician and Staff Accountant positions. ▪ The MA Apprenticeship program currently has 2 enrolled staff and is going well. There is additional interest, and a staff member may enroll in September. ▪ Melissa reported that we are being intentional with hiring practices to ensure a good fit in our organization. We are not "warm-body hiring." ▪ Mall asked for an update on employee accommodations. Melissa reported that there were no timelines on employee accommodations. ▪ The DOH will provide additional clarification for the audit process regarding employee accommodations. ▪ Two recent applicants were granted employee accommodations but did not want to comply and declined their employment offers. ▪ Tom asked if there was any thought about staff leaving after the second bonus is paid in March. Melissa was not concerned about staff leaving. ▪ Overall, Melissa feels good about staff wages and reported that positions were competitive, and some wages were comparable to Seattle. ▪ Melissa posed the question: "How can we be creative during the Great Resignation?"
b. Foundation Golf Tournament	▪ Contributions of $125 from each Commissioner agreed upon ▪ The golf tournament is Monday, June 20th. ▪ Diane will collect donations for the golf tournament until Tammy Spencer comes on board as the Executive Assistant.
Committee Reports	
a. WSHA Hospital Governing Boards Committee	▪ Bruce Williams provided the WSHA Hospital Governing Boards Committee Report ▪ Bruce acknowledged that there are many different aspects of health equity and posed the question: "How do you welcome people who are marginalized?" ▪ WSHA Conference in Walla Walla, May 15th- 17th
December Finance Report	▪ Marianne Vincent provided the December 2021 Finance Report. ▪ Volumes are typically down at the end of the year. The 3rd quarter is the busiest ▪ YTD margin is skewed by the PPP Loan funds received in June. ▪ Salaries and Purchased Services were over budget in December. ▪ Volumes for the Ambulance and ED ran higher than budged monthly averages. Inpatient and Swing Bed volumes were lower in December. ▪ Cash collections lagged through December due to staffing challenges. ▪ Cash reserves dropped a bit due to bond payments in early December. ▪ Our current cash balance of $12,895,000 is ahead of our budgeted cash balance of $11,882,000. ▪ Days in Net Accounts Receivable increased to 65.1 days in December from 59.2 days in November. Gross Accounts Receivable decreased by $116,000. ▪ We hope to renew our contract with Tru Bridge for four months, with their focus being to collect on open accounts within the Legacy system.

	▪ We will be utilizing data in Healthland for January financials. We are expecting challenges with February and March billing while the billing office continues to learn the Meditech system.

Administrator Report	▪ Diane Blake provided the Administrator Report.
	▪ CM is struggling to recruit an ED Physician. However, there is a physician in town who is looking to pick up shifts.
	▪ The new Executive Assistant, Tammy Spencer will come on board on February 28th.
	▪ Melissa reported on the COO hiring process and confirmed four on-site interviews coming up.
	▪ WIC is scheduled to be in the clinic every 3rd Wednesday of the month.
	▪ Advocacy Update:
	  ▪ Nurse Ratio Bill may pass
	  ▪ Charity Care Bill- raising income level of folks who qualify for charity care, also may pass.
	  ▪ Workforce Housing Bill- adding a provision to a tax that already exists, Diane testified in favor of the bill
	  ▪ Workforce Education Budget Item- the barrier to producing more nurses is the limitation of slots provided by schools. Hospitals opened 800 slots for students, but schools can only increase student slots by 200.
	▪ Diane will be out March 9-11th for Joseph's senior show in San Francisco.

BOARD ACTION ITEMS	▪ Bruce requested the group to send an email with suggestions for board education to himself, Tom, and Diane. ▪ The Med Staff Meeting will be on March 2nd from 7-9 am. ▪ Diane requested board timesheets to be sent to her.
STRATEGIC QUESTION / MEETING EVALUATION / COMMISSIONER COMMENTS	▪ Bruce acknowledged Tom's chairmanship and spoke of his great job leading the board meeting.
ADJOURNMENT	▪ There being no further business, Tom Baranouskas made a motion to adjourn the meeting. ▪ The board unanimously voted to adjourn. ▪ The meeting was adjourned at 10:40 AM.

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Tom Baranouskas, President

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Helen Rayfield, Secretary