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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
January 25, 2023

Present: Diane Blake, Chief Executive Officer; Tom Baranouskas, President; Mall Boyd, Secretary; Gustavo Montoya, Commissioner; Marianne Vincent, Chief Financial Officer; Pat Songer, Chief Operating Officer; Melissa Grimm, Chief Human Resources Officer; Clint Strand, Director of Public Relations; Megan Baker, Executive Assistant **Via Zoom**: Bruce Williams, Vice President; Jessica Kendall, Commissioner; **Excused:** Chad Schmitt, Chief Virtual Fractional Officer

Guests: Natasha Piestrup, Director of Nursing; Dr. Karl Kranz, Upper Valley Mend Free Clinic; Carol Kasper, Foundation Member; Duane Goehner, Community Member; Glenn Brautaset, CCFD3; Kelly O'Brien, CCFD3; Kelly Anderson, Bavarian Lodge; Paula Burns, Bavarian Lodge; Jordyn Rodil, Bavarian Lodge **Via Zoom:** Carrie Kingsley, ARNP; Skip Claeson, Community Member, Mary Morse, PSR.

Topics	Actions/Discussions
Call to Order	• President Tom Baranouskas called the meeting to order at 5:34 pm. He then led the pledge of allegiance.
Consent Agenda	• Tom moved to approve consent the agenda. • Gustavo seconded the motion and the commissioners unanimously agreed.
Election of Officers	• Mall moved to approve the officer positions. • Gustavo seconded the motion and all commissioners agreed.
Community Input	• Duane Goehner reflected on his interpretation of Cascade Medical's shared values.
CM Values	• Diane Blake provided the CM Values report. • Steadfast is defined as resolutely or dutifully firm and unwavering. In relation to our shared values, Wayne Gerard Trotman is quoted saying "a steadfast heart does not stray from the path." At CM, the key to our culture and values reflects steadfastness in all that we do. During the initial onset of COVID cases in the United States, Washington was identified as the initial epicenter. Upon discovering this news, the Leavenworth community leaders came together to determine how they could support one another. When businesses closed, and employees were sent home, healthcare and essential workers remained. Our CM caregivers have continued to exhibit a deep, ongoing, and steadfast commitment to their professions and our community.
Community Values Award	• Diane presented our Community Vales Award to Marcus Wells. Marcus embodies an ever-present commitment to caring for our team and our community. He continually demonstrates care and forethought of patient safety.

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Heart Saver Awards	• Diane presented the Heart Saver Award • At the end of 2022, a visitor experienced cardiac arrest while at the Bavarian Lodge. Bavarian Lodge staff began CPR until EMS arrived. When EMS later arrived on scene, they were able to transport the patient to the hospital for additional medical care. The patient survived the cardiac arrest due to the Bavarian Lodge staff's quick response. The Bavarian Lodge staff, Fire District 3 members, and EMS staff demonstrated a willingness to swiftly respond and assist persons in need within our community. • Heart Saver Awards were presented to the following people: from the Bavarian Lodge, Paula Burns and Jordyn Rodio; from CCFD3, Glenn Brautaset, Marcus Wells, Conner Crimmins, and Cody Calhoon; from CM EMS, Chris Hanson, Mike Stanford and Hayes Clawson.

Foundation Report	• Carol Kasper provided the Foundation Report.
	• The foundation is working to prepare for the annual golf tournament which is planned for June 19th. They have set a fundraising goal for $87,000 to support the implementation of a cardiac rehabilitation program at CM.
	• The foundation facilitated a large mailer effort to the community and has had a great response so far.
	• Upcoming ways to support the foundation include:
	  ○ Benevolent Night: February 7th at Larch Restaurant
	  ○ Benevolent Night: June 6th at Munchen House
	  ○ Jive Time: September 16th at Snowy Owl Theater
	• The foundation recently raised $6,000 during a Pass the Bed Pan event.
	• Please join them at their next meeting on February 16th at CM.

Public Relations Report	• Clint Strand provided the Public Relations Report. • Leavenworth is hosting a Community Engagement Night on Tuesday, January 31st from 5-8pm at the Leavenworth Festhalle. Clint, Diane, and Jade Wolfe will be there representing various elements of Cascade Medical. • Clint is currently in the process of creating content for an annual report that will be finishing up in mid-late February. • Our Community Health Needs Assessment is still open and Clint expressed recognition of Gustavo's efforts to capture Latino input via community outreach.

Discussion/Report: Old Business	• A. Q4 2022 Dashboard Review
	  ○ Diane provided the dashboard update
	  ○ CM will be moving to a different dashboarding tool soon.
	  ○ 2022 was the toughest year in healthcare since the beginning of the pandemic due to the following: workforce challenges, supply inflation, bed shortages, and a COVID surge in January. Despite the obstacles CM faced in 2022, we were adequately successful in meeting our goals.
	• B. Peer Support Program Update
	  ○ Pat provided the peer support program update
	  ○ CM is working with Chelan County Sherriff's Office to develop a regional peer support team including policy implementation. This collaborative effort is anticipated to launch in mid-summer 2023.
	• C. IT Update
	  ○ Cancelled
	• D. Nursing Update
	  ○ Natasha provided the nursing update

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	○ Shawndra updated an existing nursing onboarding binder to include skills checklists and education goals. Every nurse and patient care tech will be provided a binder regardless of their status as a new or existing employee. ○ Natasha presented the binder to staff and requested feedback about the documents and overall process. Natasha expects to collaborate with Rachel Avery, Director of Continuous Quality Improvement who will provide direction and guidance on nursing education parameters. Rachel's credentials include a Master of Education coupled with a Bachelor of Science in Nursing, previous clinical nursing leadership, and telestroke program implementation. ○ CM officially implemented a telestroke program. Nurses, providers and PSRs participated in training sessions. ○ Nursing education quarterly trainings include the following: ▪ Q1: Equipment Training ▪ Q2: DOH Required training- Lippincott modules ▪ Q3: Swing Bed, EKG, moderate sedation, transfers, and pharmacy modules ▪ Q4: IV ultrasound, catheters, wound care, and ostomy care • E. 2023 Proposed Board of Commissioner Meeting Dates ○ Mall made a motion to approve. ○ Gustavo seconded the motion and commissioners unanimously approved.
Discussion/Report: New Business	• A. Annual Report: Public Records Requests ○ Diane began the annual report before handing it off to Megan Baker. ○ There were a total of 39 requests for public records in 2022. 177 hours of staff and legal time were spent, 147 and 30 hours respectively. Staff time included any CM staff providing insight or direction on record allocation. CM spent a total of $19,014.00 on public record requests between January 2022 and November 2022. • B. Interlocal Agreement with Fire Department ○ Diane provided the interlocal agreement update. ○ CM hopes to launch a third backup ambulance service for our community. ○ Pat noted an effort to turn or respond to calls quickly. This allows CM to help the fire department backfill personnel. ○ Mall moved to approve the interlocal agreement. Gustavo seconded the motion and the board unanimously agreed. • C. Clinic Staffing Update ○ Melissa provided the clinic staffing update. ○ There are currently 12-support staff, three per pod, to fulfill clinic needs. Of the 12-support staff, five are bilingual. ○ The clinic revised their onboarding process which now includes two-three hours of a working interview in a dual effort to assess active skillsets and increase existing staff buy-in. ○ MA Apprenticeship Program ▪ 1 finished the program and is ready to take the exam ▪ 1 began the program in July 2022 ▪ 1 began January 2023 as an internal transfer.

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	▪ CM's goal is to take on a new apprentice in July 2023 and open an internal transfer opportunity in January 2024. • D. Foundation Golf Tournament Sponsorship o Tom provided the foundation golf tournament sponsorship update. o Commissioners usually personally donate $125/person to support CMF efforts. The commissioners agreed to participate in the same capacity for the golf tournament in June.
Action Items: New Business	• A. Board Committee Appointments o Tom proposed that the committee appointments remain as listed. Gustavo moved to approve the motion. Mall seconded the motion, and the board unanimously approved. • B. Long Term & 2023 Strategic Plan Approval o Mall moved to approve the plan. Gustavo seconded the motion and the board unanimously approved. • C. Credentialing o Mall moved to approve the list of providers to be credentialed. Tom seconded the motion, and the board unanimously approved. • D. Resolution 2023-01 Amendment to CEO Employment Agreement o Mall moved to approve the amendment. Gustavo seconded the motion, and the board unanimously approved. o The board plans to revisit the process of CEO market wage analysis in six months to one year and annually thereafter.
Administrator Report	• Diane provided the administrator report. o Marianne was busy last week preparing for the arrival of the Charge Master billing consultant. o Recruitment ▪ Les Landry, PA-C came to CM from a locum tenens placement agency to help cover Dr. Fosnaugh's departure. Through that change, the clinic tested a hospitalist model which included split hospital and walk-in coverage. Les has been wonderful to work with and graciously offered to stay with us for another 30 days. To prepare for Les' departure, CM is actively recruiting two part-time mid-level providers who will work seven days on and seven days off. ▪ CM extended an offer to Dr. Wefel, who we hope will accept and join our team. ▪ The clinic will have a practice share consultant on-site the following week. o MSP Audit (Medicare Secondary Payer Audit) ▪ Marianne is leading the work on the audit, which occurs infrequently but is routine. All inpatient and outpatient visit data for November and December were requested and a sample will be reviewed. o WSHA Advocacy Topics ▪ Safety Net Assistant Program, SNAP gives payments to hospitals based on how many Medicaid patients they see. The request to the legislature is to both increase the amount of funding coming in and approve program funding. Diane and WSHA representatives met with the Healthcare Authority to discuss hospital needs related to funding acquisition.

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	▪ In the upcoming legislative session, WSHA will address the Keep WA #1 for Nurses movement and Difficult to Discharge Patients. These two items help maintain access to care for all Washingtonians. ▪ Mergers and Affiliations Concerns • There has been consolidation of healthcare organizations in Washington state. The result of merging hospitals includes fewer independent hospitals and larger health systems, which has helped preserve access to many services in communities across the state, but when the merger occurs with a religiously-affiliated system, legislators are concerned that some services, including family planning and Death with Dignity resources, could be limited. Yet, mergers have helped ensure hospitals headed for closure have remained open, so there's work happening to try to educate to have these bills be less generalized. ○ Clint is leading work on recruiting for our Part Time Resident Advisory Council. Please refer candidates to Diane if you know of anyone interested. ○ There was no financial report this month because December financials are typically addressed in February.
Board Action Items	• The commissioners will electronically sign board documents via DocuSign.
Strategic Question/Meeting Evaluation/ Commissioner Comments	• No points were discussed.
Executive Session: Performance of a Public Employee (RCW 43.30.110(1)(g))	• The board moved into an executive session at 7:50 pm. • The board extended the executive session at 8:20 for an additional 10 minutes. • The board returned from the executive session at 8:30 pm.
Adjournment	• Tom made a motion to adjourn the meeting at 8:31 pm. The commissioners unanimously agreed.

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Tom Baranouskas
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Tom Baranouskas, President

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Mall Boyd
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Mall Boyd, Secretary