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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
August 23, 2023

Present: Tom Baranouskas, Board President; Bruce Williams, Vice President; Mall Boyd, Secretary; Gustavo Montoya, Commissioner; Diane Blake, Chief Executive Officer; Pat Songer, Chief Operations Officer: Marianne Vincent, Chief Financial Officer; Melissa Grimm, Chief Human Resources Officer; Deb Williams, Clinic Consultant, Lauren Liebling, PA-C, Reese Bradburn, PA-C; Brian Walker, Attorney, Ogden, Murphy, Wallace.
Via Zoom:; Jessica Kendall, Commissioner; Chad Schmitt, Virtual Fractional Chief Information Officer; Clint Strand, Director of Public Relations

Excused: Megan Baker, Executive Assistant

Guests: Karl Kranz, CM Free Clinic
Via Zoom: Mary Morse, Patient Services Representative; Duane Goehner, Community Member; Bob Jennings, CMF Board Member, Michael (No other information)

Topics	Actions/Discussions
Call to Order	• President Tom Baranouskas called the meeting to order at 5:31 pm. Tom then led the pledge of allegiance.
Consent Agenda	• Tom moved to approve consent the agenda. • Bruce seconded the motion and the commissioners unanimously approved.
Community Input	• None provided

Introduction Reese Bradburn, PA-C & Lauren Liebling, PA-C	• Diane introduced our two new hospitalist Physician Assistants, Lauren Liebling and Reese Bradburn, both began the end of June 2023.They provide continuity of care for our inpatients, in the afternoon they provide care in the clinic, which provides more access for the community and allows our clinic providers to open up their schedule to see more patients, further increasing access. Diane explained this is a new program and shared that both Reese and Lauren knew they would be working to shape the program; they both have done an amazing job stepping up and doing this from day one. Diane shared that they both live locally and have both been ski patrollers. Diane shared Lauren's and Reese's education and background.
	  • Tom asked what schedule they are working – Lauren explained the 7 days on and 7 days off schedule.
	  • Tom welcomed them and stated they are excited with the beginning of the program.
	  • Gustavo asked if either of the were bilingual. Reese explained he started down that road but was accepted into PA school.
	  • Tom asked to clarify the hours. Reese explained 7:30-5:30 and explained after hours coverage. And shared that they both are covering the Saturday clinic.

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	• Bruce asked- I am wondering if you are new enough to remember what your expectations were and if you have been here long enough to share what might be missing. Lauren stated she feels she is still in the learning and exploring phase – people here are very motivated to help us be successful. Reese agrees, we both anticipated a long period of learning what is needed and adapting to the needs. We bring an inpatient care expertise to patients, families, and staff. Reese talked about the transition and growth of hospitalists specialty of care. • Jessica welcomed both Lauren and Reese to the facility and thanked them for attending the board meeting. Jessica wanted to know how the transition is working between hospital and clinic. Lauren explained that outpatient medicine is a welcome challenge and new learning experience and each day the patients are expanding her skill set and pushing her as a provider. Jessica shared that we want this role to be a success and asked that they share any of their needs.
Foundation Report	• Bob Jennings provided the Foundation Report. • CMF has had a good year financially and a challenging year for members. They are down to 17 board members and their bylaws indicate the need for 21. Out of the 17 board members 8 are from Plain. Looking to expand to Peshastin / Dryden area. • Raised enough money for the cardiac rehab program; revenue up 55% over this time last year. • Foundation hosted a Benevolent Night at the Wok About on August 16. The Montgomery's have been very successful in organizing these events; over $14,000 has been raised from benevolent nights so far this year. • Mark Judy memorial education fund will be going live on their website later this month. The committee will have 3 members from the Foundation and 3 members from CM to evaluate applications. • Between two major fundraisers – finished golf tournament and preparing for the Jive Time in the Cascades: September 17th at Snowy Owl Theater • Whitney Lak will be a guest speaker at next month's CMF board meeting. • Tom thanked them for all the work they are doing. • Bob stated that they are reviewing new requests for next year and it appears they maybe looking toward the radiology upgrade and/or the hematology analyzer. • Gustavo – Thanked the foundation and stated he appreciated being at the benevolent night.
CM Values	• Diane Blake provided the CM Values report. • Diane shared a note Natasha received from one of her team members. Nurse Sarah Baker gave kudos to many team members. Thanks to Sarah for celebrating her team. Thanks to Natasha to fostering and encouraging others to share gratitude and recognize the good works of others. Sarah gave Kudos to Corey (ED PA), Kudos to Shari (ED CRN), Kudos to Aron (ED CRN), Kudos to Lauren (PA-C), Kudos to Dr. Wefel (MD).
Public Relations Report	• Clint Strand provided the Public Relations Report. • Just received the sandwich boards in for the mobile clinic, in both English and Spanish. Stating same day appointments, Spanish speaking providers and information about charity care

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	• Clint shared the refresh of our new website, scroll friendly, scrolling banner on the front page, updated provider page, more icon friendly-quick links. The website should be live by the end of the month. • More posts and content will be on our social media channels, at the height of COVID we minimized our content, with COVID falling behind us we plan to refresh our social media and Linked In Page-Plan to have 3-5 posts per week. • Jessica asked about a back to school flu shot with the mobile clinic. Clint stated there will be a bilingual event at Peshastin/Dryden elementary school. • Gustavo – thanked him for his work and ensured he is supported.
Action Items	**Motion Approve Credentialing** • Mall moved to approve the credentialing, Bruce seconded the motion and commissioners unanimously approved. **Motion to Approve Resolution 2023-07 Surplus Whirlpool Refrigerator** • Tom moved to approve, Gustavo seconded the motion and commissioners unanimously approved. **Motion to Approve Resolution 2023-08 Surplus Refrigerator** • Tom moved to approve, Mall seconded the motion and commissioners unanimously approved. **Motion to Approve Resolution 2023-09 Surplus Garbage Disposal** • Tom moved to approve, Gustavo seconded the motion and commissioners unanimously approved. • Diane recognized Chad Avery in his work to cleaning up old items and taking initiative to set up an account with waste management. • Bruce questioned if it was necessary for these items to be presented to the board for approval. Gustavo, Tom and Diane discussed asset tag process. Management will research whether there is room to adjust current process.
Old Business	**IT Update** • Chad Schmitt presented the IT Update o High level work continues to improve the security of our system. o Chad walked through a high-level security situation in which a nurse called with a significant concern on a Sunday. Within minutes, they had 12 people engaged on the issue and began the investigative process. Result: determined there was no threat or compromise, and did not result in a breach. This event took 10 hours to fully investigate. Kudos to nurse for reporting concern. o There are cybersecurity firewall upgrades and continue to look for and address areas of improvement. o Imprivata project has been launched with the vendor and hope to have this implemented by the end of the year • Gustavo asked – do we have someone in house that can be the hands-on leadership. Chad explained absolutely and they had a person ready to deploy someone to the facility on that Sunday. • Jessica asked – sounds like you did everything you could, how does this work financially. Will we see a large bill for the 12 people – Chad answered No, this is part of the service we provide. It is a benefit of the care share program Scaled Data offers. The goal is to prevent security breaches. • Jessica asked if we had any connection with the facility in Oregon that has recently had a breach? Chad stated that we did not.

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	• Bruce asked a question about Meditech portal and ability to see appointments and if we can see rehab appointments. Pat answered – Maybe- we are having difficulty with Web PT and the integration. We are hoping that as we evolve that relationship and integration, we are hopeful and it remains a goal to have all appointments visible through the portal. • Gustavo asked if there is a way to portray satisfaction from over time. Pat explained that there has been good improvement, as we continue to invest with the consultants, our informatics team. Provider satisfaction is improving and we will continue to see night and day difference even in the next 6 months. Deb acknowledged that physician satisfaction from the time she began her project has shown positive shift. • Gustavo asked about vendors offering AI to assist providers in documentation. Pat stated he is seeing this, Chad stated he is seeing it most in radiology and that there will be many variations and options. Chad states it will be an interesting next two year as we assess out options.
July Finance Report	• Marianne provided the Finance Report. o We have a budget variance of ($510,000). o Over $600,000 of billable charges attributable to the period prior to August 1 still to be recognized. o In the month of July Professional fees are over budget by $90,000 in ED due to Nurse Registry Fees, and Clinic consultant fees, Audit and accounting fees. o Purchased services and expenses are over budget by ($69,000) due to IT expense for Centricity, Business Office support services, and Radiology expenses. o Cash receipts just under $1.9 Million o Cash balances $13.6 Million compared to $12 Million budget o Days in Net Accounts Receivable increased to 70 days in July and Gross Accounts Receivable has increased by $261,000 from June. Marianne stated she was in the business office and witnessed staff taking calls that lasted over an hour working through an issue with an insurance company. Marianne wanted to give exceptional credit to those working in the business office, Marianne shared her concern with the days in net AR are continuing to creep up. • Vendor has had challenged with getting invoices set up and hope that next month we can report we are on the new system. • Desk review of our bad debit from 2020 cost report. This was challenging as we had to review 2 systems, DZA is assisting in the audit. This is a routine audit with CMS. • Operating budget had its first review by senior leadership. • Marianne stated they had opening sessions with BCA module, for reporting. Marianne is excited to use this new system. Team members are excited to do this work. • Tom stated that with the unrecognized revenue if that were collected, we would be closer to budget. Marianne stated it is our hope this will reduce our budget variance.
Administrator Report	• Diane provided the Administrator Report. • Diane attended a hospital council meeting, attended by Sue Birch, HCA Director, who recognize rural hospital needs. Discussed cost transparency board, discussion about concerns with the legislation and potential capping of hospital costs. Sue stated 1/3 of costs are

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	work force and 2/3 are the other costs. Diane shared that we can not set costs of supplies, additionally that the numbers are switched and for hospitals it is really 2/3 staffing and 1/3 other costs. • Other payment related items. While we did not participate in the analysis of the chart model, many in our region did and we have been invited to a listening session with CMMI. Our state ultimately did not participate, but Diane will be participating in the discussion to share where the model may have worked better. • WSHA starting a work group on rural payment reform, Diane will be participating. Bruce recognized Diane for her willingness to participate and thanked her for the commitment of her time. • Med Staff update on the long-term goal that was presented last month; the coverage issue has been fully solved. ED providers are sharing in the coverage and clinic providers are taking a rotating phone call rotation for Saturday clinic back up while hospitalists become fully integrated in clinic. Diane expressed appreciation for the provider team's willingness to find a solution together. • Med Staff meeting update – 7am meeting trial will likely remain and meetings have moved to Wednesdays since all clinic providers are here those days. Diane discussed past practice of board members attending the past meetings, discussion was had about board members beginning to attend again. Diane stated she would circulate a sign-up list for commissioners to attend. Discussion on inviting providers to board meetings. Discussion was had with the commissioners about the content, value and past practice to attend Med Staff meetings. • Facilitator located for the board retreat: Steven Hartz from COORS. Upon Megan's return we will work to set a date, likely in late November. • Thank you to Melissa for the work on the HRSA application. One of the tools for provider recruitment are access to loan reimbursement programs. We have been approved. • Reminded the board about the WSHA annual meeting coming up October 23 and 24. Please let Megan know and she can assist in registration. • Diane and Bruce will be going to DC for rural advocacy days • Staff BBQ 8/30 from 11:30-1:30 we will be celebrating staff; Leadership and board can assist in manning the grills • EMS team will be having a team BBQ Sunday that Pat and Diane will join • The current WSNA contract ends in September. Negotiations are underway and while they are not moving as quickly as we'd hoped, Melissa and Natasha are to be commended for their hard work and efforts in getting forward movement. CM aims to finalize discussions by September 30th. • Purchase of budgeted cardiac rehab items is in process. Once the items are in we will submit to Foundation for reimbursement. • We have two pieces of snow removal equipment budgeted for 2024. We've already been looking for a pickup on which to mount the existing plow blade, allowing us to consolidate to just one piece of equipment. A good pickup has been located, and Diane anticipates approving the expense ahead of 2024 capital cycle for substantially less than 2024 budget. Gustavo asked about snow removal process. Diane explained that our facility team tracks

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	snow fall and comes in early to clear the facility and having the ability to control this is highly beneficial. • Preparing the capital budget for next year, we have been working towards improved security system. Our badge system is nearing end of life and we are not allowed to expand it. Our current camera system cannot be tied into our current badge access system and we would like to upgrade this. Our panic alarm system also needs to be replaced. We would like to upgrade all 3 systems with a state-of-the-art system that will tie together with the Imprivata tap and go badge system. Diane shared that she and Pat sat through a presentation and shared some hesitation on the current system and feel it would be a benefit to the whole team to implement these upgrades ahead of 2024 capital cycle. Bruce shared full support, given CM's strong cash position, to do this prior to the beginning of the new budget cycle. • Bruce asked for more information on the Mark Judy memorial fund, Diane shared that this was developed by the Foundation, with the funds managed by the community foundation. The goal will be for team members to have access to funds for training and personal/career development.
Board Action Items	• September 20th 9-11 Foundation meeting looking for a commissioner to attend. Tom stated he would attend and potentially Jessica or Gustavo could cover. • Check your email.
Meeting Evaluation/ Commissioner Comments	• Tom stated good to meet hospitalists. • Tom thanked Deb and Karl for attendance.
Executive Session – Potential Litigation RCW 42.30.110(1)(i)	• Board went into Executive Session for 30 minutes at 7:20 PM. Executive session extended to 8:00, then extended to 8:10, then extended to 8:20. • The board returned to open session at 8:20 PM.
Adjournment	• Mall made a motion to adjourn the meeting at 8:20 PM. Tom seconded the motion and the commissioners unanimously approved.

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Tom Baranouskas, President

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