

Minutes
CCMC Authority – Board of Directors
CCMC Admin Conference Room
January 31, 2018 at 6:00pm
Regular Meeting

CALL TO ORDER AND ROLL CALL –

Kristin Carpenter called the Board Meeting to order at 6:00pm.

Board members present: **Kristin Carpenter, Linnea Ronnegard, April Horton, Gary Graham and Greg Meyer.**

A quorum was established. 5 members present.

CCMC staff present: Scot Mitchell, CEO; Randall Draney, CFO; Kelly Kedzierski, CAH DON; Kadee Goss, LTC DON; Dr. Hannah Sanders, Medical Director, and Faith Wheeler-Jeppson, Compliance Officer.

A. APPROVAL OF AGENDA

M/Graham S/Meyer “move to approve the Agenda.”

5 yeas, 0 nay

Motion passed.

B. CONFLICT OF INTEREST ~ None

C. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Audience Participation ~ None

2. Guest Speaker ~ None

D. BOARD DEVELOPMENT – None

E. APPROVAL OF MINUTES

M/Horton S/Meyer “move to approve the January 7, 2019 Special Meeting Minutes as presented”.

5 yeas, 0 nay

Motion passed

F. REPORTS OF OFFICERS and ADVISORS

1. **2017 Audit Report** – Shaun Johnson with DZA reviewed the 2017 CCMC Financial Audit Report with the Board answering any questions that they may have had. A hardcopy of the Audit report was put into the permanent record.
2. **Board Chair– Kristin Carpenter** reported that she had compiled the data from the CEO evaluation and provided a summary for review by the board. Kristin also reported that she and Scot had attended the Cordova Healthcare Collaboration meeting facilitated by Agnew Beck. Kristin will provide more information on future collaboration meetings as it comes available.
3. **CEO – Scot Mitchell** reported that his written report is in the packet. A few additional items are that he has received notice from the State of Alaska that CCMC is in full compliance from the recent Survey. Scot and City Manager Alan Lanning were on a

PERS call several weeks ago, he will provide more information as it becomes available. CCMC will need to perform our Community Health Needs Assessment this summer. We have interviewed three candidates for the Physical Therapist position, two temporary and one permanent. And Scot will be on PTO starting Saturday for his vacation to the lower 48.

4. **Medical Director – Dr Hannah Sanders** reported that CCMC held an ER collaboration training with the Cordova EMS folks focusing on the point from the 911 call until patient arrival at the ER. We're doing external peer review.
5. **Finance – Randall Draney** reported that the December 2018 financial report is in the packet, and also provided a handout at the meeting. At the request of the Board, Randall will request clarification in the Financial Indicators Report from DZA by excluding the PERS debt.
6. **LTC Nursing – Kadee Goss** reported that her report is in the packet, some additional points are that the Survey report was great, our staff did a good job. The Occupational Therapist is talking about coming back again soon.
7. **CAH Nursing – Kelly Kedzierski** reported that her report is in the packet, additionally we will be having a few new faces coming in as our travelers rotate. The CCMC/EMS training was great to experience. We had the SART Team come in and that was a great lesson for our Nurse's.
8. **Quality Improvement/Infection Control – Kelly Kedzierski** reported that last month the board reported the QAPI Plan. And there will be an Infection Control Meeting on this coming Tuesday.

G. CORRESPONDENCE ~ None

H. ACTION ITEMS ~ None

I. DISCUSSION ITEMS ~ None

J. AUDIENCE PARTICIPATION ~ None

K. BOARD MEMBERS COMMENTS ~ None

L. EXECUTIVE SESSION

1. CEO Contract Renewal and Performance Compensation

2. Review of CEO Evaluation Summary

M/Ronnegard S/Horton "I move that the CCMC Authority Board of Directors enter into Executive Session for matters which by law, municipal charter, or ordinance are required to be confidential."

The Board entered into Executive Session at 8:18pm

The Board came out of Executive Session at 9:36pm

M/Graham S/Ronnegard "Based on positive performance reviews over the past 2 years the CCMC Authority Board of Directors approves a 10% performance compensation for the CEO based on his 2018 base salary."

5 years, 0 nay

Motion passed

M. ADJOURNMENT

M/Graham S/Meyer "I move to adjourn the meeting."

Carpenter declared the meeting adjourned at 9:40pm.

Prepared by: Faith Wheeler-Jeppson