

**Minutes**  
**CCMC Authority – Board of Directors**  
**CCMC Admin Conference Room**  
**April 26, 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: **April Horton, Sally Bennett, Kristin Carpenter, and Linnea Ronnegard.**

A quorum was established. 4 members present.

CCMC staff present: Scot Mitchell, CEO; Lee Holter, CFO; Tammy Pokorney, CNO, Rona Haberman, Clinician for Sound Alternatives, Faith Wheeler-Jeppson, Executive Admin Assistant, and Barb Jewell, DD Case Manager.

**A. APPROVAL OF AGENDA**

**M/Bennett S/Horton** “move to approve the Agenda as amended.”

**4 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**

**1. Hospital Strength Index**

**Scot Mitchell** reviewed the Hospital Strength Index in a PowerPoint for the Board. (A hardcopy of that information is in the permanent record).

**E. APPROVAL OF MINUTES**

**M/Bennett S/Horton** “move to approve the March 22, 2018 Regular Meeting Minutes as amended”.

**4 yeas, 0 nay**

**Motion passed.**

**F. REPORT OF OFFICERS AND ADVISORS**

**1. Board Chair Report ~ Kristin Carpenter** reported that we had a Worksession about the Bylaws, and she had met with Scot on the Agenda.

**2. CEO’s Report ~ Scot Mitchell, CEO** reported that the written CEO report is in the packet. A few additional items reported on were that the budget for the state is changing, it has not been approved yet. The supplemental appropriations that was approved a month or so ago has enough money to pay claims through the middle of May. The Health Fair went well, our staff reported that they had a bigger turn out than in past years.

- 3. Medical Directors Report** ~ Dr. Blackadar reported that they have been working hard to get the Antibiotic Stewardship Program going. There is a difference between Patient Satisfaction and Patient Care, sometimes the patient isn't happy because of an outcome, but their care is great. A general discussion ensued regarding shingles and Dr. Blackadar stated that he would conduct some research and report back in the May meeting.
- 4. Finance Report** ~ Lee Holter, CFO reviewed the March 2018 Financials. A few highlights were, Days cash on hand for March was 20.1 days compared to February with 28.3. AR increased \$102K in March. AP and Payroll liabilities decreased by \$114k and \$10k. Miscellaneous revenue decreased by the \$325k transferred to the City loan. Revenue is above budget by \$103k. Professional services is \$30k above budget. Days in AR were 74.8 in February and went up to 77.1 in March. Supplies YTD was under budget. The Cost Report will be done by the end of May. Lee has submitted his resignation, and his last day will be May 31<sup>st</sup>.
- 5. Nursing Report** ~ Tammy Pokorney, CNO summarized the Nursing report that was in the packet. A few highlights from the Nursing Department Report are that 3 new permanent nurses have been hired, and the clinic nurse that replaced Gladah Hicks has been in place for approximately 3 weeks. LTC Census is at 10, and 2 Swing beds are occupied. Point Click Care is fully operational, Relias Learning Management System go live is 3/31, Evident is moving along, Manager initial training will be April 23rd-25<sup>th</sup>, LEAN training is April 16<sup>th</sup>-20<sup>th</sup>.
- 6. Quality Improvement Report** ~ Tammy Pokorney, CNO reported to the board that the Quality Report is in the packet.
- 7. Infection Control Report** ~ Tammy Pokorney, CNO reported to the board that the Infection Control Report is in the packet.

**G. CORRESPONDENCE** ~ None

## **H. ACTION ITEMS**

### **1. CCMC Corporate Compliance Plan**

**M/Horton S/Bennett** "I move that the CCMC Authority Board of Directors approve the CCMC Corporate Compliance Plan as presented."

**4 yeas, 0 nay**

**Motion passed.**

### **2. Behavioral Health Grant Audit**

**M/Horton S/Bennett** "I move that the CCMC Authority Board of Directors approve the State required Behavioral Health Audit to be performed by Dingus, Zarecor & Associates PLLC at a cost not to exceed \$2,500."

**4 yeas, 0 nay**

**Motion passed.**

### **3. Upgrade to Digital Radiology**

**M/Horton S/Bennett** "I move that the CCMC Authority Board of Directors approve the upgrade to Digital Radiology for \$56,509 as requested."

**4 yeas, 0 nay**

**Motion passed.**

**I. DISCUSSION ITEMS**

**1. Board Vacancy**

A vote on the Board Vacancy will be at the May Meeting.

**2. Sound Alternatives Update**

Scot Mitchell explained that CCMC was notified that the DD Grant of \$26k will be eliminated. The telepsychiatrist has been working with the systems and getting them to speak. The Mental Health Trust has offered to help with the integration of Behavioral Health with the Clinic. Thank you to staff for all of the hard work they have been doing to help get the department back on solid footing.

**J. AUDIENCE PARTICIPATION**

**Rona Haberman, Clinician at Sound Alternatives** stated that they work really hard. And that she feels fortunate to be in this town and she's grateful that this hospital is willing to continue these services.

**K. BOARD MEMBERS COMMENTS**

**Horton** ~ I appreciate everyone's hard work, and Lee you're going to be missed.

**Carpenter** ~ Thanks to Sound Alternatives Staff for sticking through this process, thank you staff for the reports too.

**Bennett** ~ Thank you to everyone.

**Ronnegard** ~ Nothing right now.

The Board of Directors and CEO Scot Mitchell had a brief discussion and all agreed that going forward the Board Meetings will be the last Thursday of the month rather than the 4<sup>th</sup> Thursday.

**L. EXECUTIVE SESSION ~ None**

**M. ADJOURNMENT**

**M/Bennett S/Horton** "I move to adjourn the meeting."

**Carpenter** declared the meeting adjourned at 8:05pm.

**Prepared by: Faith Wheeler-Jeppson**