

Minutes
CCMC Authority – Board of Directors
CCMC Admin Conference Room
April 30, 2020 at 6:00pm
Regular Meeting

CALL TO ORDER AND ROLL CALL –

Greg Meyer called the Board Meeting to order at 6:00pm.

Board members present: **Greg Meyer, Craig Kuntz and Kelsey Hayden.**

Board members absent: **Linnea Ronnegard and Gary Graham.**

A quorum was established. 3 members present.

CCMC staff present: Randall Draney, CEO; Dr. Hannah Sanders, Medical Director; Kelly Kedzierski, CNO; Tamara Russin, Director of Ancillary Services; Mariesa Woods, Business Office Manager; Kim Wilson, Director of Support Services; Vivian Knop, Material Management; Dennis Manson, SA Clinician and Faith Wheeler-Jeppson, Executive Assistant to the CEO.

A. APPROVAL OF AGENDA

M/Kuntz S/Hayden "I move to approve the Agenda as presented."

Meyer - yea, Kuntz – yea, Hayden – yea, Graham – absent, Ronnegard - absent
3 yea, 0 nay, 2 absent; Motion passed.

B. CONFLICT OF INTEREST ~ None

C. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Audience Comments ~ None
2. Guest Speaker ~ None

D. APPROVAL OF MINUTES

1. April 10, 2020 Special Meeting Minutes

M/Kuntz S/Hayden "I move to approve the April 10, 2020 Special Meeting Minutes."

Meyer - yea, Kuntz – yea, Hayden – yea, Graham – absent, Ronnegard - absent
3 yea, 0 nay, 2 absent; Motion passed.

2. April 22, 2020 Special Meeting Minutes

M/Hayden S/Kuntz "I move to approve the April 22, 2020 Special Meeting Minutes as amended."

Meyer - yea, Kuntz – yea, Hayden – yea, Graham – absent, Ronnegard - absent
3 yea, 0 nay, 2 absent; Motion passed.

3. April 24, 2020 Special Meeting Minutes

M/Kuntz S/Hayden "I move to approve the April 24, 2020 Special Meeting Minutes."

Meyer - yea, Kuntz – yea, Hayden – yea, Graham – absent, Ronnegard - absent
3 yea, 0 nay, 2 absent; Motion passed.

E. BOARD DEVELOPMENT ~ Kim reported that the Paycheck Protection Program money came in, and Barb has submitted another grant today. **Vivian** reported on the COVID-19 status update, a few highlights from that update are that CCMC has been busy working

with Ilanka and the City with our response. We've isolated the nursing home and the swing bed patients that we had at the time to protect them from covid, we've also separated the staff and the entrances as though it were a separate building. We did a walk-through at the Little Chapel as an alternate care site in the event that we need it. We have collectively created a staff surge plans, end of life plans, telehealth, patient surge, specimen collection and test resulting to name a few. We have provided a lot of assistance to the City for their response.

F. REPORTS OF OFFICERS and ADVISORS

1. **Board Chair report** – I don't have much to add, I've been working with Vivian and trying to get some of these receipts paid for.
2. **CEO/CFO Report** – I'd like to echo what Vivian is saying, this has really been an impressive group to watch, there's been a lot of team effort. For the month we had a \$272K loss, which is very close to what we had budgeted. March and April we will really start to see it in our financials. YTD we have a net increase in cash of \$406k, \$150k of that is a contribution from the City. The parts for the elevator either came in on the plane today or will arrive tomorrow. We have hired a CFO, his name is Eric Price, and he will be here mid-May sometime.
3. **Medical Director's Report** – Dr. Sanders reported that it looks like she will be in Cordova May 18th, and then will do the quarantine. We have been so busy getting ready for COVID, and I know you are all aware Dr. Gloe will be here in September with his family, we're excited about that. Everything is moving pretty quick right now.
4. **Nursing Report** – Kelly reported that her written reports are in the packet, additionally Kim and I have been working together on bulking up on our staffing. We have Nursing Staff coming in to make sure we have ample coverage. I have not had the Quality meeting yet, I will get that going next week. We had a virtual QMC meeting today. For Infection Control, follow the mandates, wash your hands, don't touch your face or nose and stay home if you're sick. Everyone here are wearing masks while in the building.
5. **Business Office Manager Report** – Mariesa reported that her written report is in the packet. If anyone has any questions I am happy to answer.
Craig asked if there was an update on whether accommodations were being made to have some staff working from home. **Mariesa** responded no. Her staff has come to her and the decision was made that it was not going to happen.
Dr. Sanders and **Kim** both responded that right now since there are no covid cases and the current layout in regards to the physical distance between employees, different entrances, separate restrooms etc...Business Office employees are safe.
6. **Ancillary Services Report** – Tamara reported that her written report is in the packet, additional items to mention are we have successfully implemented telehealth in the Clinic. It's a stand-alone web-based program and I am impressed, we've tested with some of our patients and I think it will be a really nice benefit for our patients and providers.
7. **Sound Alternatives Quarterly Report** – Barb reported that her written report is in the packet, a few additional items to mention are that as Kim had eluded to providing telehealth we've been talking with folks about if this is working for them, the consensus is that it's working okay, but they miss the face-to-face. This has also been a

challenging transition for clinicians as in how they provide services to their clients, they're used to the face-to-face as well.

G. CORRESPONDENCE ~ None

H. DISCUSSION ITEMS

1. ADM 802 Board Communications with Staff policy

Randall gave a brief recap on why this policy has come before the board again, Randall's opinion is that there isn't a need for this strict of a policy. Randall feels that they can do away with this policy, and if the need arises it can be brought up again at a later time.

The Board members voiced their opinions regarding the policy and all agreed that it was too strict and felt that it could be rescinded.

Greg asked that this policy be brought back at the May meeting as an action item.

2. CCMC Confidentiality and Conflict of Interest Disclosure

Faith explained that to be compliant the COI and Confidentiality disclosure form needs to be filled out annually. If the Board will review, fill out and return the form back to me we'll be in compliance until next year.

I. ACTION ITEMS

1. Delineation of Privileges for Alaska Regional Radiology

M/Hayden S/Kuntz "I move that the CCMC Authority Board of Directors approve the Delineation of Privileges for Doron Ben Avi, MD with Alaska Regional Radiology as presented."

**Meyer - yea, Kuntz – yea, Hayden – yea, Graham – absent, Ronnegard - absent
3 yeas, 0 nay, 2 absent; Motion passed.**

Amended Motion M/Hayden S/Kuntz "I move to that the CCMC Authority Board of Directors approve the Delineation of Privileges for Doron Ben Avi, MD Matthew Cronin, MD; and Kelly Powers, MD with Alaska Regional Radiology as presented."

**Meyer - yea, Kuntz – yea, Hayden – yea, Graham – absent, Ronnegard - absent
3 yeas, 0 nay, 2 absent; Motion passed.**

2. Election of Officers

M/Hayden S/Kuntz "I nominate the following board members to serve as Officers on the Board Greg Meyer as Chairperson, Craig Kuntz as Vice-Chair, and Linnea Ronnegard as Secretary/Treasurer."

**Meyer - yea, Kuntz – yea, Hayden – yea, Graham – absent, Ronnegard - absent
3 yeas, 0 nay, 2 absent; Motion passed.**

3. Authorizing CCMC Check Signers

M/Hayden S/Kuntz "I move to approve the Resolution of the CCMC Authority Board of Director's designating the representatives authorized for signing checks, non-check payroll tax payment, and cash transfers for Cordova Community Medical Center."

Meyer - yea, Kuntz – yea, Hayden – yea, Graham – absent, Ronnegard - absent 3 yeas, 0 nay, 2 absent; Motion passed.

4. Designating CCMC as a Smoke Free Facility

M/Kuntz S/Hayden "I move that the CCMC Authority Board of Directors approve the request by Kelly Kedzierski, Chief Nursing Officer to move CCMC to being a Smoke Free Facility effective immediately."

Meyer - yea, Kuntz – yea, Hayden – yea, Graham – absent, Ronnegard - absent 3 yeas, 0 nay, 2 absent; Motion passed.

J. AUDIENCE PARTICIPATION

K. BOARD MEMBERS COMMENTS

Kuntz – Good work, I commend everybody's efforts.

Hayden – Thank you to everyone for all of your hard work.

Meyer – I get to speak in front of City Council, do you want me to let people know that it's okay to come into the hospital for checkups and x-rays.

Dr. Sanders agrees that yes, it's good for people to know that they can come get care, but we want them to call first so they can be properly screened. I just wanted to say how proud I am to work with everyone, and the Board.

Barb Jewell reported that it is the same for Sound Alternatives, the paperwork is available online.

Vivian reported that she would really like to thank the Board and especially to you Greg, you all have put in a lot of effort as well.

L. EXECUTIVE SESSION - None

M. ADJOURNMENT

M/Kuntz S/Hayden "I move to adjourn"

Greg Meyer declared the meeting adjourned at 7:30pm.

Prepared by: Faith Wheeler-Jeppson