

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

A quorum was established. 4 members present.

CCMC staff present: Scot Mitchell, CEO; Lee Holter, CFO; Kelly Kedzierski, Infection Control Nurse, and Faith Wheeler-Jeppson, Executive Admin Assistant.

It was asked that the Medical Director's Report be moved to the front of the Reports of Officers and Advisors.

A. APPROVAL OF AGENDA

Kristin Carpenter "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. Infection Prevention Program

Kelly Kedzierski reviewed CCMC's Infection Prevention Program, CMS regulation requiring Critical Access Hospitals to have a facility wide Infection Prevention Program and what it entails.

Board Development for the June Board meeting will be on LEAN Training.

E. APPROVAL OF MINUTES

M/Horton S/Bennett "move to approve the April 26, 2018 Regular Meeting Minutes".

4 yeas, 0 nay

Motion passed.

F. REPORT OF OFFICERS AND ADVISORS

1. Medical Directors Report ~ Dr. Blackadar reported that his written Medical Directors report is in the packet, and provided the additional information requested by the Board of Directors on the Shingles vaccination.

- 2. Board Chair Report ~ Kristin Carpenter** reported that she had been out of town for much of May, but had talked with Scot about the Agenda and the FCC.
- 3. CEO's Report ~ Scot Mitchell**, CEO reported that the written CEO report is in the packet. A few additional items reported on were that CCMC is currently reviewing a quote received for telecom services that is considerably lower than what we had. Scot announced that Lee Bennett would be stepping in as Interim CFO, and that CCMC is currently looking into contracting financial services from SEARHC.
- 4. Finance Report ~ Lee Holter**, CFO reviewed the April 2018 Financials. A few highlights were that days cash on hand, payroll and AP have increased. The cost report has been filed and we are estimating getting back about \$38,000 from that.
- 5. Nursing Report ~ Tammy Pokorney**, CNO was unable to attend the Board Meeting but the Nursing report was in the packet. Kelly Kedzierski, RN was present to answer any questions that the Board may have.
- 6. Quality Improvement Report ~ Kelly Kedzierski**, RN reported to the board that the Quality Report is in the packet, and she will answer any questions that the board has.
- 7. Board of Directors members** were invited to attend upcoming Quality Meetings if they were interested.

G. CORRESPONDENCE ~ None

H. ACTION ITEMS

1. Board of Directors Vacancy

M/Bennett S/Horton "I move to fill the vacant CCMC Authority Board of Directors seat with Greg Meyer."

Voice Vote: 2 yeas, 2 nay

Motion failed.

M/Bennett S/Horton "I move to fill the vacant CCMC Authority Board of Directors seat with Gary Graham."

Voice Vote: 3 yeas, 1 nay

Motion Passed.

I. DISCUSSION ITEMS

1. Sound Alternatives

Scot Mitchell reported that part of the reorganization there have been a few staffing changes, we now have a Behavioral Health Program Manager, and we will be contracting out a Clinical Supervisor that would be licensed.

J. AUDIENCE PARTICIPATION ~ None

K. BOARD MEMBERS COMMENTS

Carpenter ~ Thank you again to Lee, and I appreciate having a frank discussion about the Board vacancy.

Bennett ~ Thank you to Lee, Kelly, Scot, and everybody for everything that you do.

Ronnegard ~ Thank you to Sally, and thank you to Lee. Thanks everybody for the discussion on the votes.

Horton ~ I concur.

L. EXECUTIVE SESSION

M/Bennett S/Horton "I move to go into Executive Session for matters, immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity for review of communication with hospital attorney."

The Board went into Executive Session at 7:40pm

The Board came out of Executive Session at 8:21pm

M. ADJOURNMENT

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

Carpenter declared the meeting adjourned at 8:22pm.

Prepared by: Faith Wheeler-Jeppson