

Minutes
CCMC Authority – Board of Directors
CCMC Admin Conference Room
June 22, 2017 at 6:00pm
Regular Meeting

CALL TO ORDER AND ROLL CALL –

April Horton called the Board Meeting to order at 6:00pm.

Board members present: **Dorne Hawxhurst, Kristin Carpenter** (arrived at 6:02pm),
Sally Bennett and April Horton.

A quorum was established. 3 members present; 2 member absent.

CCMC staff present: Scot Mitchell, CEO; Lee Holter, CFO; Helen McGaw, LTC DON,
and Faith Wheeler-Jeppson, Executive Admin Assistant.

A. APPROVAL OF AGENDA

M/Bennett S/Hawxhurst “move to approve the agenda.”

4 yeas, 0 nays, 1 absent

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. How to read Financial Statements

Lee Holter provided a brief a breakdown and definitions on the elements of a financial income statement. Revenue, Deductions and Cost Recoveries were defined and examples provided. Also defined were Wages, Taxes and Benefits, Professional Services, Rents and Leases, Depreciation and Other Expenses.

Next Meeting for Board Development the topic will be Balance Sheet and Scorecard.

E. APPROVAL OF CONSENT CALENDAR ~ None

F. APPROVAL OF MINUTES

M/Bennett S/Hawxhurst “move to approve the April 25, 2017 Regular Meeting Minutes, and the May 25, 2017 Regular Meeting Minutes”.

4 yeas, 0 nay, 1 absent

Motion passed.

G. REPORT OF OFFICERS AND ADVISORS

1. CEO’s Report ~ Scot Mitchell, CEO stated that his written report was in the packet.

A few additional items that were brought to the board’s attention were the Better Care Reconciliation Act, and more information will be provided on that as it becomes

available. The Chargemaster review happened this past week, the State at this point still does not have a budget, and we have been working with the City on a contingency plan in the event of a State shut down. The Bylaws need to be updated, Scot will draft something and bring that to the board for review.

2. Finance Report ~ Lee Holter, CFO reported out that a few items from the Chargemaster review that were an issue, compliance, the cost to charge ratio, capturing revenue and how we charge, and pricing. Additionally, Lee reviewed the May income statement with the board.

M/Horton S/Bennett “I make a motion to move the approval of the Financial Statements under Action items.”

3. Nursing Report ~ Helen McGaw, Interim CNO provided a written report in the packet on Long Term Care and the Nursing Department. Helen also reviewed the abaqis report that was provided in the packet with the board.

H. CORRESPONDENCE

1. David O’Brien submitted a letter expressing his concerns regarding the hospital having a 340B pharmacy program. After a general discussion, the board asked Scot Mitchell, CEO to obtain some additional information and report back to the Board.

I. ACTION ITEMS

1. Quality Improvement _ 1st Quarter 2017 Patient Safety

M/Bennett S/Horton “I move that the CCMC Authority Board of Directors approves the Quality Improvement – 1st Quarter 2017 Patient Safety Report.”

4 yeas, 0 nays, 1 absent

Motion passed.

2. vRad Radiology Contract

M/Bennett S/Horton “I move that the CCMC Authority Board of Directors authorize Scot Mitchell, CEO to sign a contract for \$3000 per month for professional radiology services with vRad.”

3 yeas, 1 nays, 1 absent

Motion passed.

3. April and May 2017 Financial Statements

M/Hawxhurst S/Bennett “I move to approve the April 2017 and May 2017 Financial Statements with the qualification as noted regarding them being pre-audited and possibly modified at a later date”.

4 yeas, 0 nays, 1 absent

Motion passed.

J. DISCUSSION ITEMS ~ Update on the Community Health Need Assessment

Scot provided a copy of the Community Health Needs Assessment report in the packet. CCMC is required to put together a plan to address the needs of the community. There were six main areas that the community felt that we needed to address; to collaborate with other providers, to enhance education and communication with the community,

increase our marketing efforts, develop the workforce, to improve community “buy-in” to the facility and to explore business development. Scot gave an update on the status of these six areas.

K. AUDIENCE PARTICIPATION ~ None

L. BOARD MEMBERS COMMENTS

Carpenter ~ My only comment is that we should get the board packets on time, on the Friday beforehand is when we need them.

Hawxhurst ~ Echo the comments about the packet.

Bennett ~ None

Horton ~ None

M. EXECUTIVE SESSION

1. Discuss the CEO Evaluation

M/Bennett S/Hawxhurst “I move to go into Executive Session for matters, immediate knowledge of which would clearly have an adverse effect upon the finances of CCMC.”

Went into Executive Session at 8:45pm

Came out of Executive Session at 9:10pm

N. ADJOURNMENT –

Chairperson Carpenter reminded the Board that the next meeting is scheduled for Thursday, July 27, 2017.

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

Carpenter declared the meeting adjourned at 9:14pm.

Prepared by: Faith Wheeler-Jeppson