

AGENDA
COMMUNITY HEALTH SERVICES BOARD MEETING
Cordova Library Conference Room
August 1, 2012 – 6:00 PM

CCMC'S core purpose is to deliver quality health care locally.
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President
David Allison
term expires 03/13

Vice-President
EJ Cheshier
term expires 08/13

Secretary
David Reggiani
term expires 08/12

Board Members
Bret Bradford
term expires 08/13
Jim Kasch
term expires 08/12
NVE Tribal Council – Vacant
Vacant

Administrator
Theresa Carté

- I. OPENING**
 - A. Call to Order
 - B. Roll Call – David Allison, Bret Bradford, EJ Cheshier, Jim Kasch, David Reggiani
 - C. Establishment of a Quorum
- II. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**
 - A. Guest Speaker
 - B. Audience Comments (limited to 3 minutes per speaker). Speaker must give name and agenda item to which they are addressing.
- III. CONFLICT OF INTEREST**
- IV. APPROVAL OF AGENDA**
- V. APPROVAL OF CONSENT CALENDAR**
 - A. HSB Meeting Minutes – 7/5/2012.....Page 1
- VI. REPORTS AND CORRESPONDENCE**
 - A. Administrator’s Report
 - B. President’s Report

- VII. ACTION ITEMS**
 - A. Approve FY13 6-month Budget for Presentation to City Council.....Page 3
 - B. Appoint Sound Alternatives Advisory Board Members (2).....Page 4
- VIII. DISCUSSION ITEMS**
 - A. Resignation of Board Member van den Broek.....Page 5
- IX. AUDIENCE PARTICIPATION (limited to 3 minutes per speaker)**
Members of the public are given the opportunity to comment on matters which are within the subject matter jurisdiction of the Board and are appropriate for discussion in an open session.
- X. BOARD MEMBERS COMMENTS**
- XI. EXECUTIVE SESSION***
- XII. ADJOURNMENT**

*Executive Session: Subjects that may be considered in executive session are: 1) Matters, immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity; 2) Subjects that tend to prejudice the reputation and character of any person, provided that person may require a public discussion; 3) Matters which by law, city charter, or ordinance are required to be confidential; 4) Matters involving consideration of government records that by law are not subject to public disclosure; 5) Direction to an attorney or labor negotiator regarding the handling of specific legal matters or labor negotiations

Minutes
Community Health Services Board
Cordova Library Conference Room
July 5, 2012 – 6:30 PM

I. CALL TO ORDER AND ROLL CALL –

David Reggiani called the HSB meeting to order at 6:31 pm. Board members present:, **Bret Bradford, EJ Cheshier, Jim Kasch, David Reggiani, and Keith van den Broek.**
Absent: **David Allison.** A quorum was established.

CCMC staff present: **Stephen Sundby,** (Director, Sound Alternatives)

II. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

A. Guest Speakers – None

B. Audience comments

Jim Kallander, Mayor of the City of Cordova, in regard to the Providence 120-day Plan Update. He presented his view of the \$2 million in funding from the state for the repair of CCMC's roof. He noted that two funding sources exist for this project, the encumbered state funding and the unencumbered insurance funds. He stated his position that additional projects are not appropriate for the \$2 million from the supplemental budget and that the City's position, to stick with the original capital improvements (that included HVAC and the floor) is defensible. He further requested that the Health Services Board not pursue additional projects with the \$2 million budget.

III. CONFLICT OF INTEREST – None

IV. APPROVAL OF AGENDA

M/Cheshier, S/Van den Broek: Move to approve the agenda.

A vote was made on the motion: 5 yeas. - 0 nays. Motion passed.

V. APPROVAL OF CONSENT CALENDAR

Reggiani informed the Board that the consent calendar was before them.

a. Health Services Board meeting minutes from June 5, 2012.

Vote on Consent Calendar: 5 yeas, 0 nays, 1 absent (Allison). Bradford – yes; Cheshier – yes; Kasch – yes; Reggiani – yes; van den Broek – yes. Consent Calendar was approved.

VI. REPORTS AND CORRESPONDENCE

- A. **Administrator’s Report** – None
- B. **President’s Report** – None
- C. **City Council Report**

Allison requested that this item be struck from future agendas.

- D. **Financial Statements**

VII. ACTION ITEMS

- A. **Approve Audit Engagement Letter**

M/Bradford, S/van den Broek: Move to approve the audit engagement letter for Elgee Rehfeld Mertz LLC.

A vote was made on the motion: 5 yeas. - 0 nays. Motion passed.

VIII. DISCUSSION ITEMS

- A. **Providence 120-day Plan Update**

Carté provided an update on the activities highlighted for Providence’s first 120 days. General topics included filling staff vacancies in key positions, Ilanka’s leased space, improving performance through a mock survey, Medicaid reimbursement, and improving access to data. **Carté** reported confidence in recruiting an additional physician and hopes for a CFO as early as mid-August. A JCAHO mock survey has been scheduled for August, and the Board will receive a report in September regarding opportunities for improvement in all areas of the facility. **Carté** also reported that CCMC will be engaging an attorney to assist with Medicaid reimbursement. Following the presentation, **Cheshier** noted that a lot is getting done.

IX. AUDIENCE PARTICIPATION – None

X. BOARD MEMBER COMMENTS – None

XI. EXECUTIVE SESSION – None

XIII. ADJOURNMENT

M/Bradford, S/van den Broek: Move to adjourn the meeting. **Reggiani** declared the meeting adjourned at 6:53 pm.

Transcribed by: Laura Cloward

REVENUE	FY 10 Jul-Dec	FY 11 Jul-Dec	FY 12 Jul-Dec	Budget FY 13 Jul-Dec	FY 11 Variance	FY 12 Variance	FY 13 Variance
Patient Services Revenue	3,194,921	3,272,734	3,566,671	3,790,666	2.4%	9.0%	6.3%
Deductions	(235,633)	(423,294)	(694,413)	(643,899)	79.6%	64.0%	-7.3%
Bad Debt	(358,839)	(4,344)	(161,852)	(168,877)	0.0%	0.0%	0.0%
Cost Recoveries	962,922	918,569	858,701	1,058,637	-4.6%	-6.5%	23.3%
TOTAL REVENUES	3,563,371	3,763,665	3,569,107	4,036,527			
%Deductions/Bad Debt to Revenue	-18.61%	-13.07%	-24.01%	-21.44%			

EXPENSES	FY 10	FY 11	FY 12	Budget FY 13	FY 11 Variance	FY 12 Variance	FY 13 Variance
Wages	(1,640,072)	(1,527,444)	(1,502,661)	(1,533,128)	-6.9%	-1.6%	2.0%
Taxes and Benefits	(754,320)	(772,980)	(706,076)	(705,926)	2.5%	-8.7%	0.0%
% Benefits to Wages	45.99%	50.61%	46.99%	46.04%			
General and Malpractice Insurance	(59,830)	(79,264)	(46,595)	(52,357)	32.5%	-41.2%	12.4%
Repair & Maint	(23,446)	(23,227)	(36,279)	(32,717)	-0.9%	56.2%	-9.8%
Travel & Training	(20,830)	(14,286)	(19,081)	(32,969)	-31.4%	33.6%	72.8%
Other Expenses	(31,442)	(37,481)	(35,104)	(37,186)	19.2%	-6.3%	5.9%
Recruitment & Relocation	(10,906)	(11,359)	(6,166)	(25,205)	4.2%	-45.7%	308.8%
Professional Services	(455,683)	(661,647)	(625,950)	(882,792)	45.2%	-5.4%	41.0%
Supplies	(211,400)	(241,443)	(241,247)	(259,272)	14.2%	-0.1%	7.5%
Minor Equipment	(15,950)	(17,767)	(17,163)	(19,509)	11.4%	-3.4%	13.7%
Utilities and Fuel	(318,845)	(361,686)	(397,691)	(416,243)	13.4%	10.0%	4.7%
Rent/Lease Equip & Buildings	(7,157)	(13,369)	(21,076)	(21,677)	86.8%	57.6%	2.9%
TOTAL EXPENSES before Depr	(3,549,881)	(3,761,953)	(3,655,089)	(4,018,981)			
NET OPERATING INCOME	13,490	1,712	(85,982)	17,546			
Depreciation Expense	(128,029)	(134,131)	(139,363)	(135,182)	4.8%	3.9%	-3.0%
NET INCOME	(114,539)	(132,419)	(225,345)	(117,636)			

B. Appoint Sound Alternatives Advisory Board Members

The Sound Alternatives Advisory Board, a subcommittee of the Health Services Board, currently consists of:

1. J.R. Lewis (resigned)
2. Debra Adams
3. Patti Kallander
4. Mark Hoover
5. Jessica Sjostedt
6. HSB Member (rotating)

J.R. Lewis, who was serving as President of the Advisory Board, has just resigned. In addition, the current bylaws require at least two members of the Advisory Board be voting members of the Health Services Board.

The following is extracted from Article III, Community Health Services Board, of the *Bylaws of the Community Health Services Board of the CCMC*, adopted by the Board on January 11, 2011 and approved by the City Council on June 10, 2011:

- I. COMMITTEES. The board shall establish such standing and ad hoc committees and shall assign such duties and responsibilities to the committees, as it deems necessary. Committees shall act in an advisory capacity, making recommendations to the board. The health services administrator may serve as an advisor to any committee at the discretion of the board. No committee action shall be binding on the full board. The board as a whole shall have the final consideration in all matters. Committee meetings are subject to the State Open Meetings Act.
 1. A standing subcommittee of the board, known as the Sound Alternatives Advisory Board, is to provide guidance to the behavioral health and developmental disabilities programs and develop and present a budget to the Community Health Services Board. Members of this subcommittee shall be appointed by the board. At least two of the subcommittee members shall be voting board members.

July 19, 2012

Mayor Kallander and the Cordova City Council,

I hereby resign my seat on the City Council of the City of Cordova. Due to personal reasons, I will no longer meet the specific residency requirements of this office beyond September 2012. With this knowledge, I believe it is prudent and in the best interest of the City that I vacate my seat immediately in order to avoid any perceived prejudice or conflict. I also hereby resign my seat on the Health Services Board for the same reason.

Keith van den Broek