

**Minutes**  
**CCMC Authority – Board of Directors**  
**CCMC Admin Conference Room**  
**August 30, 2018 at 6:00pm**  
**Regular Meeting**

**CALL TO ORDER AND ROLL CALL –**

**Kristin Carpenter** called the Board Meeting to order at 6:02pm.

Board members present: **Kristin Carpenter, Linnea Ronnegard, April Horton, Gary Graham and Greg Meyer.**

**A quorum was established. 5 members present.**

CCMC staff present: Scot Mitchell, CEO; Kelly Kedzierski, CAH DON; Kadee Goss, LTC DON; Lee Bennett, Interim CFO, Bill Storck, Interim CFO and Barb Jewell, DD Program Manager.

**A. APPROVAL OF AGENDA**

**M/Graham S/Meyer** “move to approve the Agenda.”

**5 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 – Strategic Plan Review**

**Scot Mitchell** provided an overview of the Focus & Execute site with the Board which included six pillars and the action items from the 2017 LTC surveys. Each pillar has goals, action plans and tasks to be completed to ensure that we are on target with the recommendations from the strategic planning sessions and in compliance with our most recent survey. Scot also distributed log in credentials to the new Directors so they can access the Strategic Plan tool at their leisure.

**E. APPROVAL OF MINUTES**

**M/Graham S/Horton** “move to approve the July 19, 2018 Regular Meeting Minutes as presented”.

**5 yeas, 0 nay**

**Motion passed**

**F. REPORTS OF OFFICERS and ADVISORS**

1. **Board Chair– Kristin Carpenter** reported that she had met with Scot earlier in the week about the Agenda, and had given an update to Council at an earlier meeting.
2. **CEO – Scot Mitchell** reported that the CEO written report is in the packet. Additional items reported to the board were on the statewide elections and how that could potentially affect the hospital, and the Premera Grant Program.

3. **Medical Director – Hannah Sanders, MD** written report was included in the packet.
4. **Finance– Lee Bennett** reported that the finance report is in the packet, Lee went through the Financials and provided the board with the highlights. Lee also introduced Bill Storck, Interim CFO to the board.
5. **CAH Nursing – Kelly Kedzierski** reported that we currently have two swing bed patients, two traveling nurse’s, and that she, Kim and Kadee all attended an ASHNHA sponsored training on TeamSTEPPS in Juneau
6. **LTC Nursing – Kadee Goss** reported that her report is in the packet, some additional points she had were that we currently have 10 residents, they are doing weekly environmental rounds, we are getting quarterly evaluations on speech therapy, occupational therapy, and hopefully we’ll be getting a podiatrist.
7. **Quality Improvement/Infection Control – Kelly Kedzierski** reported that for the Quality Initiative we have Evident, Relias, and Kadee is on Point Click Care. Weekly Environmental rounds are also for the safety aspect for the patients that we care for. For Infection Control, Kelly reported that there have been no hospital acquired infections.

**G. CORRESPONDENCE** ~ The board received a letter from Clifford P. Collins regarding some concerns he had with his treatment plan. Scot Mitchell advised that he had investigated Mr. Collins’ concerns and found no evidence that he was ever denied treatment. To the contrary, Mr. Collins was referred to a specialist when his condition changed, warranting an updated treatment plan as recommended by the specialist, the CCMC Medical Staff implemented the recommended treatment plan and are in routine consultation with the specialist regarding Mr. Collins. Chairperson Carpenter will draft a letter to Mr. Collins.

**H. ACTION ITEMS**

1. **Granting of Privileges for Adam Woelk, MD**

**M/Horton S/Graham** “I move that the CCMC Authority Board of Directors approve the Medical Staff privileges for Adam Woelk, MD as requested.”

**5 yeas, 0 nay**

**Motion passed.**

2. **Granting of Privileges for Calvin Davis, DO**

**M/Graham S/Ronnegard** “I move that the CCMC Authority Board of Directors approve the Medical Staff privileges for Calvin Davis, DO as amended.”

**5 yeas, 0 nay**

**Motion passed.**

3. **Granting of Privileges for Richard Harper, MD**

**M/Graham S/Ronnegard** “I move that the CCMC Authority Board of Directors approve the Medical Staff privileges for Richard Harper, MD.”

**5 yeas, 0 nay**

**Motion passed.**

4. **vRad Credentialing and Privileging Agreement**

**M/Horton S/Meyer** “I move that the CCMC Authority Board of Directors approve the Credentialing and Privileging Agreement with vRad as requested.”

**5 yeas, 0 nay**

**Motion passed.**

**5. CCMC Authorized Check Signers**

**M/Ronnegard S/Horton** "I move to approve the Resolution of the CCMC Authority Board of Directors designating the representatives authorized for signing checks, non-check payroll tax payment, and cash transfers for Cordova Community Medical Center."

**5 yeas, 0 nay**

**Motion passed.**

**6. CCMC Updated Check Signer Process**

**M/Horton S/Graham** "I move to approve that the CCMC Authority Board of Directors current check signer process be amended to reflect that of the two required signatures on all checks, a board member may, but will not be required to sign. Additionally the CFO will present a check register for the board to review at each monthly regularly scheduled Board of Directors Meeting."

**5 yeas, 0 nay**

**Motion passed.**

**I. DISCUSSION ITEMS**

**1. CCMC Authority Board of Directors Bylaws**

**Scot** reported that he will present a draft for the September meeting for the board to review and amend.

**2. Board of Directors election of Officers**

**Kristin** reported that the Board Secretary position will be on the next Agenda as an action item.

**J. AUDIENCE PARTICIPATION ~ None**

**K. BOARD MEMBERS COMMENTS**

**Graham** ~ My wife and I will be out of town in October and November, I will try to be available for the meetings by phone.

**Horton** ~ Thank everybody for their hard work, and welcome Bill.

**Ronnegard** ~ Thank you everyone, welcome Bill.

**Carpenter** ~ Welcome Bill, and Thank you to Scot for all that you do and how hard you work.

**Meyer** ~ Thank you all for letting me join.

**L. EXECUTIVE SESSION ~ None**

**M. ADJOURNMENT**

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

**Carpenter** declared the meeting adjourned at 8:47pm.

**Prepared by: Faith Wheeler-Jeppson**