

Minutes
CCMC Authority – Board of Directors
CCMC Admin Conference Room
September 26, 2018 at 6:00pm
Regular Meeting

CALL TO ORDER AND ROLL CALL –

Greg Meyer called the Board Meeting to order at 6:02pm.

Board members present: **Greg Meyer, Kristin Carpenter (telephonically), Linnea Ronnegard, Gary Graham and Chris Bolin.**

A quorum was established. 5 members present.

CCMC staff present: Randall Draney, CEO; Faith Wheeler-Jeppson, Executive Assistant to CEO; Tamara Russin, Director of Ancillary Services; Mariesa Woods, Business Office Manager; and Barb Jewell, Behavioral Health Program Manager.

A. APPROVAL OF AGENDA

M/Ronnegard S/Bolin “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

1. **Business Office Update**

Mariesa Woods provided a written report of the progress that the Business Office has made in the past six months and reviewed that report with the Board. Some highlights from that report were that we continue to work with AVEC to get that straightened out. Staff attended a Medicare CAH Bootcamp in Petersburg in April. TruBridge clearinghouse claims went live in July, cash posting has been brought back in house. A new staff member was hired in August to help collect outstanding balances and to help in HIM. A couple of staff members attended a Coding Boot Camp in Denver in September.

E. APPROVAL OF MINUTES ~ None

F. REPORTS OF OFFICERS and ADVISORS

1. **Board Chair– Greg Meyer** reported that he spoke with City Council on Wednesday about the amount needed to continue to run CCMC the way it has been with annual financial aid from the City. Greg also mentioned that since currently there are preliminary negotiations with NVE they wanted to see what the numbers would be if NVE took over the clinic, clinics or whole facility.
2. **CEO – Randall Draney** reported that his written report is in the packet. Clay has a grant from the University of Minnesota to do an Energy Audit at CCMC, I’ll provide you an update on that as it becomes available. We had a mock survey and they came up

with a few items that we need to focus on. LTC DON Kadee Goss and her husband Andrew from Maintenance have resigned and will be going back down south, they will both be missed. I will also be working on our budget. An additional noteworthy item is that CCMC's Long Term Care unit has been awarded the Excellence in Quality award by Mountain-Pacific Quality Health at the 2019 ASHNHA Annual Meeting.

3. **Finance – Randall Draney** will provide the financials to you in the next week. I do want to let you know that CT's are up, and Prescriptions are up. And we will be having Kim Wilson change some of her efforts to focus more on Provider Enrollments, Credentialing and IT. Tamara, Faith and Randall will take on parts of the Human Resources that need to be done in-house.
4. **Ancillary Services Report** – Tamara reported that we have hired a permanent Radiology Tech, upcoming in October we have another Doctor who will be here for a week shift each month through December, then Doctor Sanders will be on site the 3rd week of October. Tamara mentioned that all of the providers have spoken with her personally and expressed their concern about the future, and she has reassured them that their services are needed. Tamara thinks at this point they're fine but they will want more information as it becomes available.
5. **LTC Nursing – Kadee Goss** LTC Nursing report is in the packet.
6. **CAH Nursing – Kelly Kedzierski** CAH Nursing report is in the packet.
7. **Quality Improvement/Infection Control – Kelly Kedzierski** both the QI and Infection Control reports are in the packet.

G. CORRESPONDENCE ~ None

H. ACTION ITEMS ~ None

I. DISCUSSION ITEMS

1. **Community Health Needs Assessment (CHNA)**

Barb Jewell reported that this is another area that the hospital is looking to cut some costs. In the past we've paid outside organizations upwards of \$20,000 to do the CHNA. We felt that we could do it in-house with some help. We've contracted with Julie at HealthTechS3 to be a consultant. We had our first telephonic meeting on Tuesday, we're still refining the questions. Our plan is to survey 15-20 key stakeholders in Cordova, compile the data, get the report written, develop the action plan and post the results. This all has to be completed before the end of December.

2. **ADM 802 Board Interactions with Hospital Staff Policy**

The board asked that this policy be brought up for discussion. The question is whether this policy is too restrictive, and the board feels that it is not realistic as it is currently written. Greg offered to be the CEO's designee so that if there is an issue hospital employees would be able to go to Greg and discuss it in lieu of having the CEO present for every discussion between a Board Member and an employee.

Further discussion continued and the Board agreed that Greg will be the CEO's designee referenced in the ADM 802 policy. Furthermore, policy ADM 802 will be on the Agenda for the October Board meeting at which time the board will look at amending the policy to be less restrictive.

3. **NVE Integration**

J. AUDIENCE PARTICIPATION ~ None

K. BOARD MEMBERS COMMENTS

Carpenter –

Meyer –

Ronnegard –

Graham –

Bolin – Thank you for your time.

L. EXECUTIVE SESSION ~ None

M. ADJOURNMENT

M/Graham S/Bolin “I move to adjourn the meeting.”

Meyer declared the meeting adjourned at 8:06pm

Prepared by: Faith Wheeler-Jeppson