

**Minutes**  
**CCMC Authority – Board of Directors**  
**CCMC Admin Conference Room**  
**October 25, 2018 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: **Linnea Ronnegard, April Horton, and Greg Meyer.**

**A quorum was established. 3 members present.**

CCMC staff present: Scot Mitchell, CEO; Kelly Kedzierski, CAH DON; Kadee Goss, LTC DON; Bill Storck, Interim CFO, and Faith Wheeler-Jeppson, Compliance Officer.

**A. APPROVAL OF AGENDA**

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

**3 years, 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 – HIPAA Basics**

**Scot Mitchell** provided HIPAA Basics training to the Board in the packet. A brief overview of the information reviewed was on HIPAA Privacy Rule which establishes standards for the protection of PHI held by Health Plans, Health Care Clearinghouses, Healthcare providers that provide certain care electronically, and their Business Associates. HIPAA Security Rule specifies safeguards that covered entities and their business associates must implement to protect the confidentiality, integrity, and availability of ePHI. The HIPAA Breach Notification Rule requires covered entities to notify affected individuals, JJS, and in some cases, the media of a breach of unsecured PHI. Who must comply with HIPAA Rules? Covered entities and business associates, as applicable, must follow HIPAA rules. The HHS Office for Civil Rights enforces the HIPAA Privacy, Security, and Breach Notification Rules. Violations may result in civil monetary penalties. In some cases, criminal penalties enforced by the U.S. Department of Justice may apply. More information on HIPAA can be found at HHS.gov

**E. APPROVAL OF MINUTES**

**M/Ronnegard S/Meyer** “move to approve the August 30, 2018 Regular Meeting Minutes as presented”.

**4 years, 0 nay**

**Motion passed**

Kristin Carpenter arrived at 6:30pm

## **F. REPORTS OF OFFICERS and ADVISORS**

1. **Board Chair– Kristin Carpenter** reported that she had spoken with two community members that provided positive comments, one was for Pharmacist Heidi Voss, and the other was from Tom Bailer.
2. **CEO – Scot Mitchell** reported that he, Kelly, Kadee, and Vivian had attended the Hale Borealis Event which is focused around Emergency Preparedness. This year CCMC has implemented our EOC three times. In April 2019, the facility will be involved in the state-wide 2019 Alaska Shield Disaster Event.
3. **Finance – Bill Storck** reported that the July finance report is in the packet, Bill provided the August Financial report as a handout at the meeting.
4. **LTC Nursing – Kadee Goss** reported that her September and October LTC reports are in the packet, some additional points she had were that last week she attended a Dementia Training and will become a trainer. And she has been focusing on the resident care plans. The Hale Borealis Event was great, there was a lot of information provided.
5. **CAH Nursing – Kelly Kedzierski** reported that her September and October CAH reports are in the packet, additionally Kelly and Kadee will both be pulling several shifts on the floor in coming weeks to help with coverage. They have both been working on Survey Readiness. Kelly enjoyed the Hale Borealis Event, it was interesting to see things from another perspective.
6. **Quality Improvement/Infection Control – Kelly Kedzierski** reported that she and Kadee have been working on Environmental Rounds with the new iAuditor. And she believes that Relias is going to be a great tool.

## **G. CORRESPONDENCE ~ None**

## **H. ACTION ITEMS**

1. **Acceptance of Dr. Blackadar’s Medical Staff membership resignation.**  
**M/Horton S/Meyer** “I move that the CCMC Authority Board of Directors accept D. Charles Blackadar’s resignation from the CCMC Medical Staff effective immediately.”  
**3 yeas, 1 abstain, 0 nay**  
**Motion passed.**
2. **Granting of Privileges for Gregory Engel, MD**  
**M/Horton S/Ronnegard** “I move that the CCMC Authority Board of Directors approve the Medical Staff privileges for Gregory Engel, MD as requested.”  
**4 yeas, 0 nay**  
**Motion passed.**
3. **Granting of Privileges for vRad Radiologists**  
**M/Horton S/Ronnegard** “I move that the CCMC Authority Board of Directors approve the Medical Staff privileges for vRad Radiologists as requested.”  
**4 yeas, 0 nay**  
**Motion passed.**
4. **Granting of Privileges for Brian Iutzi, MD**  
**M/Horton S/Ronnegard** “I move that the CCMC Authority Board of Directors approve the Medical Staff privileges for Brian Iutzi as requested.”  
**4 yeas, 0 nay**

**Motion passed.**

**5. Election of Secretary/Treasurer**

**M/Horton S/Meyer** "I move to approve Linnea Ronnegard as Secretary/Treasurer."

**4 yeas, 0 nay**

**Motion passed.**

**I. DISCUSSION ITEMS**

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

**Scot** presented an updated draft of the CCMC Authority Board or Directors Board Bylaws, a few housekeeping changes need to be made, and Scot will bring the Draft Bylaws back at the November Board Meeting as an Action item.

**J. AUDIENCE PARTICIPATION ~ None**

**K. BOARD MEMBERS COMMENTS**

**Horton** ~ No comment, thank you.

**Ronnegard** ~ No comment, thank you.

**Carpenter** ~ Thank you Linnea, please extend our appreciation to staff.

**Meyer** ~ Will someone email me the August Financials, thank you.

**L. EXECUTIVE SESSION ~ None**

**M. ADJOURNMENT**

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

**Carpenter** declared the meeting adjourned at 9:10pm.

**Prepared by: Faith Wheeler-Jeppson**