



**AGENDA**  
**CCMC AUTHORITY BOARD OF DIRECTORS**  
**ZOOM MEETING OR TELECONFERENCE**  
**November 23, 2021 at 6:00PM**

AT CCMC, WE BELIEVE THAT HEALTHY PEOPLE CREATE A HEALTHY COMMUNITY.

**Board of Directors**

Linnea Ronnegard	exp. 3/24
Greg Meyer	exp. 3/22
Liz Senear	exp. 3/24
Kelsey Hayden	exp. 3/23
Janice Warga	exp. 3/22

**CEO**

**Hannah Sanders, M.D.**

**OPENING:** Call to Order

Roll Call – Linnea Ronnegard, Greg Meyer, Kelsey Hayden, Liz Senear, and Janice Warga.

Establishment of a Quorum

**A. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**  
**(Speaker must give name and agenda item)**

1. Audience Comments
2. Guest Speaker

**B. CONFLICT OF INTEREST**

**C. APPROVAL OF AGENDA**

**D. APPROVAL OF MINUTES**

1. October 28, 2021 Regular Meeting Minutes Pgs 1-2

**E. REPORTS OF OFFICERS OR ADVISORS - None**

1. Board Chair Report
2. CEO Report
3. CFO Report Pgs 3-7

**F. DISCUSSION ITEMS - None**

**G. ACTION ITEMS**

1. Delineation of Privileges for Zachary Norman, MD Pgs 8-11
2. Approve Resolution 2021-01 for CCMC Check Signers Pgs 12-13
3. Approve Resolution 2021-02 Sound Alternatives Pgs 14-15

**H. 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.

**I. BOARD MEMBERS COMMENTS**

**J. EXECUTIVE SESSION**

**K. ADJOURNMENT**

**Due to COVID-19, we ask that you not come to CCMC to attend Board meetings in person.**

**This Board of Directors meeting will be held via ZOOM:**

<https://us02web.zoom.us/j/4675701050?pwd=TXEvSFVHOHhIL1JvOGNua1RUUjdQUT09>

Meeting ID: 467 570 1050; Passcode: 379187

To call in: 1-253-215-8782

Meeting ID: 467 570 1050; Passcode: 379187

**For a full packet, go to [www.cityofcordova.net/government/boards-commissions/health-services-board](http://www.cityofcordova.net/government/boards-commissions/health-services-board)**

\*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 the person may request a public discussion; 3) Matters which by law, municipal charter, or ordinance are required to be confidential; 4) Matters involving consideration of governmental 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**  
**CCMC Authority – Board of Directors**  
**Via ZOOM Meeting or Teleconference**  
**October 28, 2021 at 6:00pm**  
**Regular Meeting**

**CALL TO ORDER AND ROLL CALL –**

**Linnea Ronnegard** called the Board Meeting to order at 6:00pm.

Board members present: **Linnea Ronnegard, Janice Warga, and Liz Senear**

**Quorum was established. 2 members absent**

CCMC staff present: Dr. Hannah Sanders, Dr. Gloe, Tamara Russin, Denna Stavig, Eric Price, and Faith Wheeler-Jeppson.

**A. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**

1. **Audience Comments** ~ None
2. **Guest Speaker** ~ None

**B. CONFLICT OF INTEREST** ~ None

**C. APPROVAL OF AGENDA**

**M/Warga S/Senear** "I move to approve the Agenda."

**Warga – yea, Hayden – absent, Ronnegard – yea, Meyer – absent, and Senear-yea.**

**3 yeas, 0 nay, 2 absent; Motion passed.**

**D. APPROVAL OF MINUTES**

1. August 26, 2021 Regular Meeting Minutes

**M/Warga S/Senear** "I move to approve the September 30, 2021 Regular Meeting Minutes.

**Warga – yea, Hayden – absent, Ronnegard – yea, Meyer – absent, and Senear-yea.**

**3 yeas, 0 nay, 2 absent; Motion passed.**

**E. REPORTS OF OFFICERS and ADVISORS**

1. **Board Chair report** – Linnea Ronnegard had nothing to report.
2. **CEO Report** – Dr. Sanders stated that her written report is in the packet, she added that the hospital has been struggling like every other hospital to find staff and keep operating. Our staff is working very hard right now, the workloads are higher than were used to and hiring support has been challenging as staff are just not available. We've seen our operating costs go up over the course of the last year, that's a nationwide issue, we're seeing that everywhere. But overall we are still doing very well.
3. **CFO Report** – Eric Price reviewed the Financials with the Board; a few highlights are that we are higher in swing beds, acute, emergency department and ancillary services which is attributing to a higher than budgeted revenue. Our net income is at \$127,707. This is an indicator of our process improvement initiatives that are starting to make the hospital more solvent than it was.
4. **Medical Director's Quarterly Report** – Dr. Gloe was unavailable at this time, Dr. Sanders reported that Dr. Gloe's report is in the packet and that she is available to answer any questions that the Board might have regarding his report.
5. **Quality and Infection Control Quarterly Report** – Kelly Kedzierski was unavailable at this time, Dr. Sanders reported that Kelly has stepped down as CNO, but she is staying on with CCMC and managing all of the Quality and Infection Control reporting.

- 6. Ancillary Services Quarterly Report** – Tamara Russin reported that we are disappointed that our Rad Tech had to leave, we are actively engaging with travelers to fill in this position until we can recruit a permanent Rad Tech.
- 7. Nursing Department Quarterly Report** – Kadee Goss reported that her written report is in the packet and she is available to answer any questions that the Board may have for her.
- 8. Sound Alternatives Quarterly Report** – Barb Jewell was unavailable for this meeting, Dr. Sanders reported that she can answer any questions that the Board may have.

**F. ACTION ITEMS**

**1. Meal Delivery and Transportation approval**

**M/Hayden S/Warga** “I move that the CCMC Authority Board of Directors approve the purchase of two all-wheel drive vehicles for total of up to \$80,000.”

**Hayden – absent, Ronnegard – yea, Meyer – absent, Warga – yea, and Senear - absent.**

**3 yeas, 0 nay, 2 absent; Motion passed.**

**G. DISCUSSION ITEMS ~ None**

**H. AUDIENCE PARTICIPATION ~ None**

**I. BOARD MEMBERS COMMENTS**

**Senear ~** It’s exciting to see a Net Profit for the month, Kudos everybody.

**Warga ~** I agree with Liz and thank you for all of the reports.

**Ronnegard ~** Thank you for all of the reports and welcome back Kadee.

**J. EXECUTIVE SESSION ~ None**

**K. ADJOURNMENT**

**M/Senear S/Warga** “I move to adjourn”

**Linnea Ronnegard** declared the meeting adjourned at 6:47pm.

Prepared by: **Faith Wheeler-Jeppson**

# Cordova Community Medical Center Statistics

	31	Jan	Feb	28	31	Mar	31	Apr	30	May	31	Jun	30	Jul	31	Aug	31	Sep	30	Oct	31	Nov	30	Dec	31	Cumulative Total	Monthly Average
Hosp Acute+SWB Avg. Census				29																							
FY 2019	3.5	1.6	1.2	1.2	1.4	1.2	1.1	2.4	3.3	3.3	3.3	3.3	3.3	3.3	3.2	4.0	4.3										2.5
FY 2020	3.3	2.1	2.4	2.7	1.7	1.7	1.1	1.0	0.3	0.7	1.0	1.8	1.0	1.0	1.0	1.8	1.0										1.6
FY 2021	1.3	3.2	2.2	2.2	1.7	2.2	1.6	2.1	2.4	3.3	5.6	0.0	0.0	0.0	0.0	0.0	0.0										2.1
Acute Admits																											
FY 2019	6	0	2	2	4	2	1	3	6	4	2	3	3	3	2	3	3									36	3.0
FY 2020	2	0	1	3	0	0	2	7	5	4	1	6	2	3	3	6	2									33	2.8
FY 2021	2	6	4	4	1	8	7	4	4	4	3															43	4.3
Acute Patient Days																											
FY 2019	33	0	6	6	12	7	4	13	10	12	3	10	11	121												121	10.1
FY 2020	4	0	4	4	14	4	4	17	9	8	3	36	6	109												109	9.1
FY 2021	4	13	8	2	17	11	9	14	15	18				111												111	11.1
SWB Admits																											
FY 2019	2	0	0	0	0	0	0	3	0	0	2	1	1	9												9	0.8
FY 2020	1	1	1	1	0	0	0	0	0	1	1	0	1	7												7	0.6
FY 2021	2	2	0	1	1	1	0	2	2	4	3			17												17	1.7
SWB Patient Days																											
FY 2019	75	44	31	30	31	30	30	61	93	86	95	109	121	806												806	67.2
FY 2020	99	61	70	67	49	30	30	14	0	13	29	19	24	475												475	39.6
FY 2021	37	77	60	49	50	36	55	60	85	155				664												664	66.4
CCMC LTC Admits																											
FY 2019	2	0	1	0	0	0	0	0	0	0	0	0	0	4												4	0.3
FY 2020	0	1	0	0	0	1	0	2	0	0	0	3	0	7												7	0.6
FY 2021	0	0	0	0	0	0	0	2	0	0	0			2												2	0.2
CCMC LTC Resident Days																											
FY 2019	299	278	308	300	310	300	300	280	310	300	310	300	303	3,598												3,598	299.8
FY 2020	310	289	310	293	296	300	300	301	310	300	309	277	310	3,605												3,605	300.4
FY 2021	300	300	298	300	310	299	298	298	310	300	310			3,025												3,025	302.5
CCMC LTC Avg. Census																											
FY 2019	10	9	10	10	10	10	10	9	10	10	10	10	10	9.8													9.8
FY 2020	10	10	10	10	10	10	10	10	10	10	10	9	10	9.8													9.8
FY 2021	10	10	10	10	10	10	10	10	10	10	10			9.9													9.9
ER Visits																											
FY 2019	31	41	47	54	60	55	68	81	64	43	22	28	594													594	49.5
FY 2020	35	38	34	23	52	51	49	47	35	35	29	38	466													466	38.8
FY 2021	38	42	35	44	77	61	74	78	67	34			550													550	55.0
PT Procedures																											
FY 2019	443	423	438	440	381	358	305	352	294	295	321	311	4,361													4,361	363.4
FY 2020	404	409	314	218	285	279	201	242	322	363	320	338	3,695													3,695	307.9
FY 2021	327	494	646	372	352	444	471	337	413	602			4,458													4,458	445.8

<b>OT Procedures</b>																
FY 2019	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0
FY 2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0
FY 2021	25	223	183	49	36	115	174	118	161	350					1,434	0.0
<b>Lab Tests</b>																
FY 2019	330	356	255	361	423	244	404	473	378	310	392	406		4,332		361.0
FY 2020	277	295	233	355	657	1,441	2,229	1,895	1,319	1,084	1,263	1,165		12,213		1,017.8
FY 2021	885	1,010	1,004	805	682	637	1,261	1,115	853	605				8,857		885.7
<b>X-Ray Procedures</b>																
FY 2019	46	48	83	0	0	98	94	79	77	59	59	46		689		57.4
FY 2020	46	49	55	42	52	62	62	58	63	44	47	39		619		51.6
FY 2021	48	50	49	64	64	70	79	86	88	68				666		66.6
<b>CT Procedures</b>																
FY 2019	19	12	13	15	26	11	24	35	21	6	12	19		213		17.8
FY 2020	12	14	13	18	20	23	19	23	22	20	20	20		224		18.7
FY 2021	24	27	26	20	27	32	28	38	25	16				263		26.3
<b>CCMC Clinic Visits</b>																
FY 2019	162	161	144	178	250	205	247	252	207	360	183	173		2,522		210.1
FY 2020	184	193	141	112	121	151	150	150	152	138	128	127		1,747		145.6
FY 2021	125	134	161	157	188	224	265	277	296	452				2,279		227.9
<b>Behavioral Hlth Visits</b>																
FY 2019	62	98	69	60	89	86	82	94	101	148	112	108		1,109		92.4
FY 2020		138	138	124	113	126	98	104	102	115	123	116		1,297		117.9
FY 2021	85	62	65	74	90	96	60	97	50	35				714		71.4

CORDOVA COMMUNITY MEDICAL CENTER  
OPERATING/INCOME STATEMENT  
FOR THE 10 MONTHS ENDING 10/31/21

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	----- S I N G L E -----				----- Y E A R T O -----			
	ACTUAL	BUDGET	\$ VARIANCE	% VAR	ACTUAL	BUDGET	\$ VARIANCE	% VAR
REVENUE								
ACUTE	71,398	39,100	32,298	82	555,194	382,850	172,344	45
SWING BED	437,215	106,050	331,165	312	1,842,097	1,041,050	801,047	76
LONG TERM CARE	411,012	429,600	(18,587)	(4)	3,915,741	4,212,800	(297,058)	(7)
CLINIC	78,749	55,400	23,349	42	646,314	543,400	102,914	18
ANCILLARY DEPTS	214,134	180,500	33,634	18	2,228,383	1,769,600	458,783	25
EMERGENCY DEPART	102,099	143,000	(40,900)	(28)	2,109,803	1,402,600	707,203	50
BEHAVIORAL HEALT	11,211	32,000	(20,788)	(64)	181,090	313,400	(132,309)	(42)
RETAIL PHARMACY	103,949	107,000	(3,050)	(2)	1,080,460	1,049,700	30,760	2
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PATIENT SERVIC	1,429,770	1,092,650	337,120	30	12,559,085	10,715,400	1,843,685	17
DEDUCTIONS								
CHARITY	10,400	10,200	(200)	(1)	67,628	100,000	32,371	32
CONTRACTUAL ADJU	220,133	167,200	(52,933)	(31)	2,065,226	1,650,200	(415,026)	(25)
ADMINISTRATIVE A	16,506	11,000	(5,506)	(50)	354,612	147,600	(207,012)	(140)
BAD DEBT	0	45,800	45,800	100	0	458,300	458,300	100
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DEDUCTIONS TOT	247,040	234,200	(12,840)	(5)	2,487,467	2,356,100	(131,367)	(5)
COST RECOVERIES								
GRANTS	97,493	87,800	9,693	11	406,252	916,900	(510,647)	(55)
PPP GRANT	0	0	0	0	1,113,148	0	1,113,148	0
IN-KIND CONTRIBU	2,756	19,300	(16,543)	(85)	158,474	193,000	(34,525)	(17)
OTHER REVENUE	4,254	8,400	(4,145)	(49)	229,001	83,600	145,401	173
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COST RECOVERIE	104,504	115,500	(10,995)	(9)	1,906,876	1,193,500	713,376	59
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TOTAL REVENUES	1,287,234	973,950	313,284	32	11,978,494	9,552,800	2,425,694	25
EXPENSES								
WAGES	437,005	373,700	(63,305)	(16)	4,116,271	3,923,800	(192,471)	(4)
TAXES & BENEFITS	157,486	184,600	27,113	14	2,150,728	1,933,750	(216,978)	(11)
PROFESSIONAL SER	156,971	125,300	(31,671)	(25)	1,522,582	1,350,800	(171,782)	(12)
SUPPLIES	122,170	97,600	(24,570)	(25)	1,220,562	957,800	(262,762)	(27)
MINOR EQUIPMENT	3,854	2,700	(1,154)	(42)	34,111	47,900	13,788	28
REPAIRS & MAINT	48,105	28,000	(20,105)	(71)	214,985	293,800	78,814	26
RENTS & LEASES	7,474	9,200	1,725	18	102,727	107,600	4,872	4
UTILITIES	26,443	40,000	13,556	33	414,901	392,900	(22,001)	(5)
TRAVEL & TRAININ	5,351	1,400	(3,951)	(282)	32,966	13,900	(19,066)	(137)
INSURANCES	27,919	18,700	(9,219)	(49)	167,080	166,600	(480)	(0)
RECRUIT & RELOCA	3,071	4,900	1,828	37	41,160	50,500	9,339	18
DEPRECIATION	47,108	59,300	12,191	20	466,496	558,200	91,703	16
OTHER EXPENSES	18,051	31,200	13,148	42	253,654	306,700	53,045	17
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TOTAL EXPENSES	1,061,014	976,600	(84,414)	(8)	10,738,230	10,104,250	(633,980)	(6)
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OPERATING INCO	226,220	(2,650)	228,870	8636	1,240,264	(551,450)	1,791,714	324
NET INCOME	226,220	(2,650)	228,870	8636	1,240,264	(551,450)	1,791,714	324
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CORDOVA COMMUNITY MEDICAL CENTER  
BALANCE SHEET  
FOR THE MONTH ENDING: 10/31/21

	Current Year	Prior Year	Net Change
ASSETS			
CURRENT ASSETS			
CASH	1,533,186	3,171,955	(1,638,768)
NET ACCOUNT RECEIVABLE	1,996,956	993,384	1,003,571
THIRD PARTY RECEIVABLE	462	462	
CLEARING ACCOUNTS	758,754	66,340	692,413
PREPAID EXPENSES	174,688	123,960	50,728
INVENTORY	499,984	411,037	88,947
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TOTAL CURRENT ASSETS	4,964,033	4,767,141	196,891
PROPERTY PLANT & EQUIPMENT			
LAND	122,010	122,010	
BUILDINGS	7,664,341	7,664,341	
EQUIPMENT	9,189,524	8,474,203	715,321
CONSTRUCTION IN PROGRESS	944,266		944,266
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SUBTOTAL PP&E	17,920,141	16,260,554	1,659,587
LESS ACCUMULATED DEPRECIATION	(13,343,985)	(12,792,632)	(551,352)
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TOTAL PROPERTY & EQUIPMENT	4,576,156	3,467,921	1,108,234
OTHER ASSETS			
GOODWILL - PHARMACY	150,000	150,000	
GOODWILL - PHARMACY	(57,500)	(42,500)	(15,000)
PERS DEFERRED OUTFLOW	832,470	832,470	
TOTAL OTHER ASSETS	924,970	939,970	(15,000)
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TOTAL ASSETS	10,465,160	9,175,034	1,290,126
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CORDOVA COMMUNITY MEDICAL CENTER  
BALANCE SHEET  
FOR THE MONTH ENDING: 10/31/21

	Current Year	Prior Year	Net Change
LIABILITIES AND FUND BALANCE			
CURRENT LIABILITIES			
ACCOUNTS PAYABLE	177,381	143,676	33,705
PAYROLL & RELATED LIABILITIES	862,457	485,333	377,124
PPP LOAN		1,113,148	(1,113,148)
UNEARNED REVENUE	3,621,785	3,621,785	
INTEREST & OTHER PAYABLES	(18,624)	(13,125)	(5,499)
LONG TERM DEBT - CITY	5,766,458	5,466,458	300,000
OTHER CURRENT LONG TERM DEBT	228,349	337,117	(108,768)
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TOTAL CURRENT LIABILITIES	10,637,808	11,154,394	(516,586)
LONG TERM LIABILITIES			
2015 NET PENSION LIABILITY	5,963,724	5,963,724	
TOTAL LONG TERM LIABILITIES	5,963,724	5,963,724	
DEFERRED INFLOWS OF RESOURCES			
PENSION DEFERRED INFLOW	514,539	514,539	
TOTAL DEFERRED INFLOWS	514,539	514,539	
TOTAL LIABILITIES	17,116,071	17,632,657	(516,586)
NET POSITION (EQUITY)			
UNRESTRICTED FUND BALANCE	(7,909,689)	(6,215,920)	(1,693,768)
TEMPORARY RESTRICTED FUND BALANCE	18,513	18,513	
CURRENT YEAR NET INCOME	1,240,264	(2,260,216)	3,500,480
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TOTAL NET POSITION	(6,650,911)	(8,457,623)	1,806,712
TOTAL LIABILITIES & NET POSITION	10,465,160	9,175,034	1,290,126
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# Memorandum

To: CCMC Authority Board of Directors

Subject: Approval of Delineation of Telemedicine Privileges for Zachary Norman, MD

Date: 11/15/2021

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**Suggested Motion:** "I move that the CCMC Authority Board of Directors approve the Delineation of Telemedicine Privileges for Zachary Norman, MD with Alaska Regional Neurology/Tele-Neurology as presented."



P: (907) 424-8000 | F: (907) 424-8116  
P.O. Box 160 | 602 Chase Ave., Cordova, AK 99574-0160

November 12, 2021

RE: Zachary Norman, MD  
Alaska Regional Neurology/TeleNeurology

**Medical Staff Recommendation & Confirmation**

Cordova Community Medical Center (CCMC) Medical Staff recommends Facility Issue Telemedicine privileges to the added Physicians, per each Physician's Alaska Regional Hospital Delineation of Privileges. The other Physicians names on the roster currently hold active Telemedicine privileges at CCMC.

Medical Staff has:

{ } conducted its own full review of credentials of the added Physicians.

{ } relied upon the decisions of Telemedicine Entity.

DocuSigned by:

*Paul Gloe*

6C24CD6B672F40A...  
Authorized Representative of Medical Staff

14 November 2021 | 5:02 PM AKST

Date

**Paul Gloe, MD**  
**Medical Director**  
**Cordova Community Medical Center**

DocuSigned by:

*Hannah Sanders*

A9259C1E5177486...  
Authorized Representative of Cordova Community Medical Center

13 November 2021 | 9:49 AM AKST

Date

**Hannah Sanders, MD CEO**  
**Chief Executive Officer**  
**Cordova Community Medical Center**

**Issuance of Privileges**

Effective the date signed below, CCMC governing body has issued the added Physicians the same privileges shown on the Physician's Delineation of Privileges received from Telemedicine Entity.

\_\_\_\_\_  
Authorized Governing Body Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title



P: (907) 424-8000 | F: (907) 424-8116  
P.O. Box 160 | 602 Chase Ave., Cordova, AK 99574-0160

#### TELEMEDICINE PRIVILEGES (Delegated)

Telemedicine privileges for consult services are provided by organizations contracted with Cordova Community Medical Center. Process for credential verification and privileges is delegated to the contracted entity. Quality improvement is also monitored and maintained by the contracted entity.

To be eligible to apply for telemedicine specialty consult privileges at CCMC, the initial applicant must meet the following criteria:

- Degree: MD or DO, PA or NP
- Successful completion of a residency or fellowship training program approved by the specialty specific governing board
- Maintain active privileges with a contracted organization, with copy of privileges provided to Cordova Community Medical Center.
- Participate in quality improvement and peer review through contracted organization

Telemedicine privileges may be granted to a practitioner pursuant to credentialing performed by the distant site hospital, distant site telemedicine entity, or through credentialing performed by the Hospital.

If a practitioner's credentialing and privileging are performed under a contractual agreement with a distant site hospital or distant site telemedicine entity and the Hospital terminates its telemedicine agreement with the distant site hospital or distant site telemedicine entity, the practitioner's telemedicine privileges will automatically terminate.

Telemedicine privileges shall be for a period of not more than two years.

CCMC's peer review committee will maintain evidence of its internal peer review of the distant site hospital. CCMC's peer review committee will send information related to all adverse events that result from the telemedicine services provided by the distant site hospital or distant site telemedicine entity practitioner to a Hospital patient and all complaints the

Hospital has received about a distant site hospital or distant site telemedicine entity practitioner. Any information exchanged between the Hospital and a distant site hospital or distant site telemedicine entity in connection with a distant site hospital or distant site telemedicine entity practitioner's credentialing or performance will be handled by the CCMC's peer review committee.

All telemedicine practitioners will be categorized as "telemedicine staff" and will not be eligible to vote or hold office. Practitioners will follow other medical staff or hospital requirements that apply only to practitioners that provide direct patient care.

Please provide a copy of credential and privileges from the contracted organization along with this application.

#### Acknowledgement of Practitioner

I have requested privileges for telemedicine practitioner in Neurology (field of specialty). I have only requested those privileges for which by education, training, current experience, and demonstrated performance I am qualified to perform and for which I wish to exercise via telemedicine on behalf of Cordova Community Medical Center. I understand that in exercising any clinical privileges granted, I am constrained by Medical Staff bylaws, policies and rules applicable generally and any applicable to the particular situation.

Signed:  Date: 11/03/2021

Print: Zachary I Norman MD



# Memorandum

To: CCMC Authority Board of Directors

Subject: Resolution to Update CCMC authorized check signers

Date: November 4, 2021

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Due to recent changes within CCMC Staff and the Board it is necessary to update the CCMC Authorized Check Signers to reflect those changes:

We are asking to remove the following former CCMC Authority Board of Directors members as authorized check signers; 1) Gary Graham, and 2) Craig Kuntz.

To remove the following CCMC Staff member as an authorized check signer as they are currently not local; Kelly Kedzierski.

To add the following CCMC Staff member as an authorized check signer; Kadee Goss.

The updated list of CCMC authorized check signers and will be as follows:

Tamara Russin, Family Practice Clinic Manager  
Kadee Goss, Chief Nursing Officer  
Holly Rikkola, HIM Manager

Linnea Ronnegard, Board of Directors Chair  
Greg Meyer, Board of Directors Vice-Chair  
Kelsey Hayden, Board of Director

**Suggested Motion:** "I move to approve Resolution 2021-01 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."

**Cordova Community Medical Center Authority  
Board of Directors  
Resolution 2021-01**

**A RESOLUTION OF THE CORDOVA COMMUNITY MEDICAL CENTER  
AUTHORITY BOARD OF DIRECTORS DESIGNATING THE REPRESENTATIVES  
AUTHORIZED FOR SIGNING CHECKS, NON-CHECK PAYROLL TAX PAYMENT,  
AND CASH TRANSFERS FOR CORDOVA COMMUNITY MEDICAL CENTER.**

**WHEREAS**, the Cordova Community Medical Center checking accounts for the general fund, payroll fund, grant fund and nursing home patient trust accounts, require two (2) signatures; and

**WHEREAS**, CCMC investment accounts, funded depreciation accounts, and malpractice trust accounts require the Chief Executive Officer and one (1) Board Officer's original signatures, and

**THEREFORE, BE IT RESOLVED THAT,**

1. All checks issued require two signatures; at least one (1) CCMC Authority Board Officer's signature, and that non-check electronic payments and cash transfers from the general checking account to the payroll checking account should be signed off by at least one Board of Directors officer and another authorized signer;
2. The CCMC Authority Board of Directors authorizes the following individuals only to act as check signers on the above-mentioned accounts:

Tamara Russin, Family Practice Clinic Manager  
Kadee Goss, Chief Nursing Officer  
Holly Rikkola, HIM Manager

Linnea Ronnegard, Board of Directors President  
Greg Meyer, Board of Directors Vice-President  
Kelsey Hayden, Board of Directors Member

**PASSED and approved this 23rd day of NOVEMBER 2021.**

\_\_\_\_\_  
Board Signature:

\_\_\_\_\_  
Date:



# Memorandum

To: CCMC Authority Board of Directors

Subject: Resolution 2021-02

Date: November 18, 2021

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**Suggested Motion:** "I move to approve Resolution 2021-02 of the CCMC Authority Board of Directors to explore an alternate organization structure and consideration for possible merger for Sound Alternatives with the Cordova Family Resource Center and support CFRC applications for funding to assist in this process."

Cordova Community Medical Center Authority  
Board of Directors  
Resolution 2021-02

**A RESOLUTION OF THE CORDOVA COMMUNITY MEDICAL CENTER AUTHORITY  
BOARD OF DIRECTORS TO EXPLORE A POSSIBLE MERGER AND APPLY FOR  
FUNDING TO ASSIST IN THIS PROCESS.**

**WHEREAS,** the CCMC Board of Directors have determined it to be in the best interest of Cordova Community Medical Center to explore an alternate organization structure including a merger for Sound Alternatives with Cordova Family Resource Center (CRFC) and support CRFC applications for funding to assist in this process; and

**NOW, THEREFORE, BE IT RESOLVED** the Cordova Community Medical Center Authority Board of Directors in Cordova Alaska supports CRFC in process to explore a possible merger for Sound Alternatives and apply for funding to assist in this process.

**PASSED AND APPROVED THIS 23<sup>rd</sup> DAY OF NOVEMBER 2021.**

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Linnea Ronnegard, CCMC Authority Board President

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Date



December 2021						
◀ November					January ▶	
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21 Start of Winter (Winter Solstice)	22	23	24 CHRISTMAS EVE CLOSED 	25 CHRISTMAS
26	27	28	29	30	31	