



**CCMC AUTHORITY BOARD OF DIRECTORS AGENDA
ZOOM MEETING OR TELECONFERENCE
August 25, 2022 at 6:00PM REGULAR MEETING**

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

Board of Directors

Linnea Ronnegard	exp. 3/24
Ann Linville	exp. 3/25
Liz Senear	exp. 3/24
Kelsey Hayden	exp. 3/23
Chris Iannazzone	exp. 3/23

CEO

Hannah Sanders, M.D.

OPENING: Call to Order

Roll Call – Linnea Ronnegard, Kelsey Hayden, Liz Senear, Ann Linville, and Chris Iannazzone.

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. BOARD DEVELOPMENT

1. Swing Bed

Pg. 1

C. CONFLICT OF INTEREST

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES ~ None

F. REPORTS OF OFFICERS OR ADVISORS

1. Board Chair Report
2. CEO Report
3. CFO Report

Pgs. 2-3

Pgs. 4-6

G. DISCUSSION ITEMS ~ None

H. ACTION ITEMS

1. Resolution 2022-23 Clarification on Casual Status Employees
2. Resolution 2022-24 Support Initiation of Search for new Electronic Medical Record Vendor

Pgs. 7-8

Pgs. 9-10

I. 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 authority of the Board and are appropriate for discussion in an open session.

J. BOARD MEMBERS COMMENTS

K. EXECUTIVE SESSION ~ None

K. ADJOURNMENT

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

*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.



What is swing bed?

Swing bed services are a stop between hospital and home, where patients get the continued care they need while recovering from an illness, injury or surgery. Our skilled staff provides on-site care, 24 hours a day, to help patients return home safely.

Patients enjoy the comforts of home, while family has the comfort of knowing their loved one is receiving the help they need. The length of stay varies, but the quality of care is consistent. After meeting therapy goals, patients can return home stronger and with more confidence.

Why do patients need swing bed care?

Our goal is to help patients return home safely. Swing bed services can help patients who need:

- Long-term IV antibiotics
- Wound care
- Rehabilitation after surgery
- Therapy after a stroke, accident or injury
- Rehab or skilled care after a recent hospitalization

Here to help you home

When therapy goals are met, we make the transition home easier for patients and their families. As patients leave swing bed, help may include:

- Arranging in-home care if needed.
- Helping find alternate living arrangements.
- Coordinating community services and help.
- Providing guidance if a patient needs home medical equipment and supplies (shower bench, walker, wheelchair, etc.).

CEO Report Board Meeting August 2022

A swing bed is a bed that can be used for either acute care or post-acute care that is equivalent to skilled nursing facility (SNF) care. The Centers for Medicare & Medicaid Services approves CAHs such as CCMC to furnish swing beds, which gives the facility flexibility to meet unpredictable demands for acute care and SNF care.

Swing beds offer a close to home alternative to skilled nursing facilities. Swing beds are well-adapted for treating health problems typically seen in aging patients. The most common use is for aging patients who require rehabilitation following their hospital stay, or surgery.

ER/ Hospital/SWING: Even during the busy summer, CCMC continues to improve our SWING bed utilization and capacity. In order to accept more patients into the SWING status we need safe staffing levels. With fluctuating volumes, we are working to maintain adequate staff. For this reason we are looking at our casual staff contracts and ensuring we have the most employee friendly practices to encourage local nurses to support our facility in some capacity.

Clinic: No changes in services. Volumes remain consistent.

Sound Alternatives: We have a temporary LCSW joining our team this week and are excited to be able to increase our service offerings. Don't forget to join the Recover Out Load event Friday August 26th at 4pm.

Administrative: With retirement and staff moving, the business office is currently understaffed. The team is working very hard to cover gaps. We are watching our billing practices close to ensure there is not a delay during this period, while we recruit employees.

Cordova Community Medical Center Statistics

	31	28	31	30	31	30	31	31	30	31	30	31	Cumulative Monthly		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Average	
Hosp Acute+SWB Avg. Census	29														
FY 2019	3.5	1.6	1.2	1.4	1.2	1.1	2.4	3.3	3.3	3.2	4.0	4.3		2.5	
FY 2020	3.3	2.1	2.4	2.7	1.7	1.1	1.0	0.3	0.7	1.0	1.8	1.0		1.6	
FY 2021	1.3	3.2	2.2	1.7	2.2	1.6	2.1	2.4	3.3	5.6	4.3	1.4		2.6	
FY 2022	1.6	3.3	2.8	2.1	1.5	1.9	3.5	0.0	0.0	0.0	0.0	0.0			
Acute Admits															
FY 2019	6	0	2	4	2	1	3	6	4	2	3	3	36	3.0	
FY 2020	2	0	1	3	0	2	7	5	4	1	6	2	33	2.8	
FY 2021	2	6	4	1	8	7	4	4	4	3	1	2	46	3.8	
FY 2022	6	1	2	3	5	7	8								
Acute Patient Days															
FY 2019	33	0	6	12	7	4	13	10	12	3	10	11	121	10.1	
FY 2020	4	0	4	14	4	4	17	9	8	3	36	6	109	9.1	
FY 2021	4	13	8	2	17	11	9	14	15	18	13	2	126	10.5	
FY 2022	15	11	7	10	8	10	21								
SWB Admits															
FY 2019	2	0	0	0	0	0	3	0	0	2	1	1	9	0.8	
FY 2020	1	1	1	1	0	0	0	0	1	1	0	1	7	0.6	
FY 2021	2	2	0	1	1	0	2	2	4	3	1	0	18	1.5	
FY 2022	1	3	0	1	2	2	3								
SWB Patient Days															
FY 2019	75	44	31	30	31	30	61	93	86	95	109	121	806	67.2	
FY 2020	99	61	70	67	49	30	14	0	13	29	19	24	475	39.6	
FY 2021	37	77	60	49	50	36	55	60	85	155	117	40	821	68.4	
FY 2022	34	81	79	54	37	48	89								
CCMC LTC Admits															
FY 2019	2	0	1	0	0	0	0	0	0	0	1	0	4	0.3	
FY 2020	0	1	0	0	1	0	2	0	0	0	3	0	7	0.6	
FY 2021	0	0	0	0	0	0	2	0	0	0	1	1	4	0.3	
FY 2022	0	0	0	0	0	1	0								
CCMC LTC Resident Days															
FY 2019	299	278	308	300	310	300	280	310	300	310	300	303	3,598	299.8	
FY 2020	310	289	310	293	296	300	301	310	300	309	277	310	3,605	300.4	
FY 2021	300	300	298	300	310	299	298	310	300	310	298	309	3,632	302.7	
FY 2022	310	280	310	300	310	299	310								
CCMC LTC Avg. Census															
FY 2019	10	9	10	10	10	10	9	10	10	10	10	10		9.8	
FY 2020	10	10	10	10	10	10	10	10	10	10	9	10		9.8	
FY 2021	10	10	10	10	10	10	10	10	10	10	10	10		9.9	
FY 2022	10	10	10	10	10	10	10								
ER Visits															
FY 2019	31	41	47	54	60	55	68	81	64	43	22	28	594	49.5	
FY 2020	35	38	34	23	52	51	49	47	35	35	29	38	466	38.8	
FY 2021	38	42	35	44	77	61	74	78	67	34	32	40	622	51.8	
FY 2022	38	38	42	50	75	85	76								
PT Procedures															
FY 2019	443	423	438	440	381	358	305	352	294	295	321	311	4,361	363.4	
FY 2020	404	409	314	218	285	279	201	242	322	363	320	338	3,695	307.9	
FY 2021	327	494	646	372	352	444	471	337	413	602	493	310	5,261	438.4	
FY 2022	275	459	551	394	307	352	396								
OT Procedures															
FY 2019	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	
FY 2021	25	223	183	49	36	115	174	118	161	350	309	120	1,863	0.0	
FY 2022	122	190	251	134	120	229	243								
Lab Tests															
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	614	549	10,020	835.0	
FY 2022	825	576	671	902	958	699	610								
X-Ray Procedures															
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	53	72	791	65.9	
FY 2022	82	63	64	94	60	82	69								
CT Procedures															
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	12	22	297	24.8	
FY 2022	21	21	36	25	29	42	31								
CCMC Clinic Visits															
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	303	275	2,857	238.1	
FY 2022	288	196	199	237	260	241	221								
Behavioral Hlth Visits															
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	63	76	853	71.1	
FY 2022	84	74	83	79	82	67									

CORDOVA COMMUNITY MEDICAL CENTER
OPERATING/INCOME STATEMENT
FOR THE 7 MONTHS ENDING 07/31/22

08/19/22 09:00 AM

	----- S I N G L E -----				----- Y E A R T O -----			
	ACTUAL	BUDGET	\$ VARIANCE	% VAR	ACTUAL	BUDGET	\$ VARIANCE	% VAR
REVENUE								
ACUTE	163,165	60,400	102,765	170	649,651	411,100	238,551	58
SWING BED	473,893	198,200	275,693	139	1,612,373	1,367,000	245,373	17
LONG TERM CARE	389,292	407,700	(18,407)	(4)	2,734,127	2,788,000	(53,872)	(1)
CLINIC	68,216	70,100	(1,883)	(2)	478,984	476,200	2,784	0
ANCILLARY DEPTS	180,051	285,900	(105,848)	(37)	1,572,962	1,946,300	(373,337)	(19)
EMERGENCY DEPART	230,664	202,100	28,564	14	1,429,584	1,396,700	32,884	2
BEHAVIORAL HEALT	12,684	21,400	(8,715)	(40)	126,519	144,500	(17,980)	(12)
RETAIL PHARMACY	110,042	116,600	(6,557)	(5)	790,750	791,000	(249)	(0)
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PATIENT SERVIC	1,628,009	1,362,400	265,609	19	9,394,953	9,320,800	74,153	0
DEDUCTIONS								
CHARITY	6,657	8,450	1,792	21	165,209	58,150	(107,059)	(184)
CONTRACTUAL ADJU	167,482	221,600	54,117	24	2,055,092	1,508,600	(546,492)	(36)
ADMINISTRATIVE A	42,650	33,700	(8,950)	(26)	275,414	232,700	(42,714)	(18)
BAD DEBT	135,000	8,500	(126,500)	(1488)	(225,000)	182,500	407,500	223
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DEDUCTIONS TOT	351,790	272,250	(79,540)	(29)	2,270,717	1,981,950	(288,767)	(14)
COST RECOVERIES								
GRANTS	0	27,300	(27,300)	(100)	457,875	429,600	28,275	6
IN-KIND CONTRIBU	0	15,500	(15,500)	(100)	111,828	107,300	4,528	4
OTHER REVENUE	6,803	25,000	(18,196)	(72)	138,750	175,000	(36,249)	(20)
	-----	-----	-----		-----	-----	-----	
COST RECOVERIE	6,803	67,800	(60,996)	(89)	708,455	711,900	(3,444)	(0)
	-----	-----	-----		-----	-----	-----	
TOTAL REVENUES	1,283,022	1,157,950	125,072	10	7,832,691	8,050,750	(218,058)	(2)
EXPENSES								
WAGES	437,164	528,900	91,735	17	3,173,125	3,624,900	451,774	12
TAXES & BENEFITS	252,809	233,900	(18,909)	(8)	1,859,578	1,597,700	(261,878)	(16)
PROFESSIONAL SER	186,428	93,900	(92,528)	(98)	1,134,484	638,300	(496,184)	(77)
SUPPLIES	124,147	130,200	6,052	4	996,973	885,200	(111,773)	(12)
MINOR EQUIPMENT	249	4,150	3,900	93	31,732	29,250	(2,482)	(8)
REPAIRS & MAINT	15,239	22,200	6,960	31	78,850	150,800	71,949	47
RENTS & LEASES	11,549	11,400	(149)	(1)	74,046	78,200	4,153	5
UTILITIES	24,099	41,950	17,850	42	350,520	286,650	(63,870)	(22)
TRAVEL & TRAININ	6,072	4,350	(1,722)	(39)	67,182	28,850	(38,332)	(132)
INSURANCES	17,035	19,200	2,164	11	111,691	130,600	18,908	14
RECRUIT & RELOCA	539	4,800	4,260	88	15,262	33,200	17,937	54
DEPRECIATION	53,388	55,100	1,711	3	369,503	377,000	7,496	1
OTHER EXPENSES	3,499	29,650	26,150	88	218,766	203,350	(15,416)	(7)
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TOTAL EXPENSES	1,132,223	1,179,700	47,476	4	8,481,718	8,064,000	(417,718)	(5)
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OPERATING INCO	150,798	(21,750)	172,548	793	(649,026)	(13,250)	(635,776)	(4798)
NET INCOME	150,798	(21,750)	172,548	793	(649,026)	(13,250)	(635,776)	(4798)
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08/19/22 09:00 AM

CORDOVA COMMUNITY MEDICAL CENTER
BALANCE SHEET
FOR THE MONTH ENDING: 07/31/22

	Current Year	Prior Year	Net Change
ASSETS			
CURRENT ASSETS			
CASH	871,655	415,685	455,969
NET ACCOUNT RECEIVABLE	2,505,951	1,324,833	1,181,118
THIRD PARTY RECEIVABLE	212,748	699,890	(487,141)
CLEARING ACCOUNTS	239,993	646,081	(406,087)
PREPAID EXPENSES	158,352	160,385	(2,033)
INVENTORY	510,702	477,806	32,896
	-----	-----	-----
TOTAL CURRENT ASSETS	4,499,404	3,724,682	774,722
PROPERTY PLANT & EQUIPMENT			
LAND	122,010	122,010	
BUILDINGS	7,680,171	7,664,341	15,830
EQUIPMENT	9,583,624	9,023,105	560,518
CONSTRUCTION IN PROGRESS	977,400	924,449	52,950
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SUBTOTAL PP&E	18,363,206	17,733,906	629,299
LESS ACCUMULATED DEPRECIATION	(13,806,024)	(13,204,258)	(601,765)
	-----	-----	-----
TOTAL PROPERTY & EQUIPMENT	4,557,181	4,529,647	27,533
OTHER ASSETS			
GOODWILL - PHARMACY	150,000	150,000	
GOODWILL - PHARMACY	(68,750)	(53,750)	(15,000)
PERS DEFERRED OUTFLOW	1,178,466	1,149,806	28,660
TOTAL OTHER ASSETS	1,259,716	1,246,056	13,660
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TOTAL ASSETS	10,316,302	9,500,387	815,915
	=====	=====	=====

08/19/22 09:00 AM

CORDOVA COMMUNITY MEDICAL CENTER
BALANCE SHEET
FOR THE MONTH ENDING: 07/31/22

	Current Year	Prior Year	Net Change
LIABILITIES AND FUND BALANCE			
CURRENT LIABILITIES			
ACCOUNTS PAYABLE	227,878	263,294	(35,415)
PAYROLL & RELATED LIABILITIES	646,554	635,454	11,100
PPP LOAN		41,372	(41,372)
UNEARNED REVENUE		2,571,080	(2,571,080)
INTEREST & OTHER PAYABLES	1,262	(17,972)	19,234
LONG TERM DEBT - CITY	5,466,458	5,466,458	
OTHER CURRENT LONG TERM DEBT	128,100	247,088	(118,988)
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TOTAL CURRENT LIABILITIES	6,470,254	9,206,775	(2,736,521)
LONG TERM LIABILITIES			
2015 NET PENSION LIABILITY	6,825,636	6,428,846	396,790
TOTAL LONG TERM LIABILITIES	6,825,636	6,428,846	396,790
DEFERRED INFLOWS OF RESOURCES			
PENSION DEFERRED INFLOW	601,203	43,715	557,488
TOTAL DEFERRED INFLOWS	601,203	43,715	557,488
TOTAL LIABILITIES	13,897,093	15,679,336	(1,782,243)
NET POSITION (EQUITY)			
UNRESTRICTED FUND BALANCE	(2,950,277)	(6,891,073)	3,940,795
TEMPORARY RESTRICTED FUND BALANCE	18,513	18,513	
CURRENT YEAR NET INCOME	(649,026)	693,609	(1,342,636)
	-----	-----	-----
TOTAL NET POSITION	(3,580,790)	(6,178,949)	2,598,158
TOTAL LIABILITIES & NET POSITION	10,316,302	9,500,387	815,915
	=====	=====	=====



Memorandum

To: CCMC Authority Board of Directors

Subject: Resolution 2022-03

Date: August 22, 2022

Suggested Motion: "I move that the CCMC Authority Board of Directors approve Resolution 2022-03 A Resolution of the Cordova Community Medical Center Authority Board of Directors for clarification on casual status employees."

**Cordova Community Medical Center Authority
Board of Directors
Resolution 2022-03**

**A RESOLUTION OF THE CORDOVA COMMUNITY MEDICAL CENTER AUTHORITY
BOARD OF DIRECTORS clarification on casual status employees.**

WHEREAS, the Cordova Community Medical Center (CCMC) participates in the Public Employees Retirement System (PERS) of Alaska.

WHEREAS, CCMC operations require staffing models that include employees with no set hour or days of work who are normally asked to work as and when required under the employment classification of casual employee. Casual employees understand there is no firm advance commitment to ongoing work or an agreed upon pattern of work

WHEREAS, CCMC shall offer all casual employees the option to convert to full time or part-time permanent employment following 12 months casual status.

WHEREAS, CCMC recognizes employees may prefer to elect continued casual status.

THEREFORE, BE IT RESOLVED THAT,

1. CCMC under direction from the CCMC Authority Board of Directors, shall not require casual status employees to participate in PERS.
2. The CCMC Authority Board of Directors shall require CCMC to offer casual employees the option to convert to full time or part time permanent employment prior to the completion of 12 months employment in casual status.
3. The CCMC Authority recognizes casual employees may elect to remain in casual status allowing those casual employees to work as and when required without advanced commitment to ongoing work or an agreed upon pattern of work, and without required contribution to PERS.

Board Chair Signature:

Date:



Memorandum

To: CCMC Authority Board of Directors

Subject: Resolution 2022-04

Date: August 22, 2022

Suggested Motion: "I move that the CCMC Authority Board of Directors approve Resolution 2022-04 A Resolution of the Cordova Community Medical Center Authority Board of Directors recommends CCMC leadership work with health information technology experts and CCMC staff to evaluate deficiencies in current electronic medical record system. And authorizes issuing a request for proposal to replace the existing electronic medical record if needed."

**Cordova Community Medical Center Authority
Board of Directors
Resolution 2022-04**

**A RESOLUTION OF THE CORDOVA COMMUNITY MEDICAL CENTER AUTHORITY
BOARD OF DIRECTORS supports initiation of search for new electronic medical
record vendor.**

WHEREAS, the Cordova Community Medical Center (CCMC) operations require utilization of health information technology and an electronic medical record (EMR) to ensure efficient, safe and consistent high quality care.

WHEREAS, CCMC recognizes that poorly designed EMR can have a potential negative impact on all business operations including documentation of care, quality of care and patient safety.

THEREFORE, BE IT RESOLVED THAT,

1. CCMC Authority Board of Directors recommends CCMC leadership work with health information technology experts and CCMC staff to evaluate deficiencies in current electronic medical record system.
2. The CCMC Authority Board of Directors authorizes issuing a request for proposal to replace the existing electronic medical record if needed.

Board Chair Signature:

Date:

September 2022						
◀ Aug 2022						Oct 2022 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5 Closed Labor Day	6	7	8	9 Cordova Fungus Festival	10 Cordova Fungus Festival
11 Cordova Fungus Festival	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29 Board Mtg 6pm	30	