

Minutes
CCMC Authority – Board of Directors
ZOOM Meeting
October 26, 2023 at 12:00pm
Regular Meeting

CALL TO ORDER AND ROLL CALL –

Kelsey Hayden called the Board Meeting to order at 12:00pm.

Board members present: **Kelsey Hayden, Liz Senear, Ann Linville, and Chris Iannazzone.**

Linnea Ronnegard was absent

Quorum was established. 4 members present.

CCMC staff present: Dr. Hannah Sanders, CEO; Tamara Russin, Director of Ancillary Services; Alexis Allen, CAH Director of Nursing; Denna Stavig, Director of Finance; Noelle Camarena, Director of Operations and Faith Wheeler-Jeppson.

A. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

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

B. BOARD DEVELOPMENT ~ None

C. CONFLICT OF INTEREST ~ None

D. APPROVAL OF AGENDA

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

Ronnegard – absent, Senear- yea, Linville – yea, Hayden – yea, and Iannazzone - yea.

4 yeas, 0 nay, 1 absent; Motion passed 4-0.

E. APPROVAL OF MINUTES

M/Iannazzone S/Linville "I move to approve the August 31, 2023 Meeting Minutes."

Senear- yea, Ronnegard – absent, Hayden – yea, Iannazzone – yea, and Linville – yea.

4 yeas, 0 nay, 1 absent; Motion passed 4-0.

F. REPORTS OF OFFICERS and ADVISORS

1. Board Chair report – I've been checking in with Dr. Sanders. I don't have too much to report, Dr. Sanders did a great overview at City Council last night.

2. CEO Report – Dr. Sanders reported that her written report is in the packet. One of the things that I will point out is that \$76,000 was written off in Charity Care for the canneries for August, this does not include September. Or our claims for June and July was not captured in that data. I am currently working on a letter to each of the canneries to identify their specific amount that we wrote off just from that month and ask that they require their employees to obtain insurance when they come to Cordova. They do this in Dutch Harbor, so it is not a unique idea, we're hoping that we can get them to participate. The other thing that has been a major issue for us is that our CT Scanner has been down

more than it's been up for the last couple of months. That's not going to change in the next few months, the parts for our particular CT Scanner are becoming very hard to find and they're finding it very hard to keep our machine functional. This was a refurbished machine when we bought it in 2015. I don't feel like we had the visibility when we got this machine to see that we were going to need to replace it in a few years. We are currently working on a replacement plan. Some of the smaller communities will get a 5-year lease on a machine and when that lease is up, they will start a new lease with a new machine so the lease rates get baked into your cost report each year and becomes part of your operating cost. I think we have options for the replacement of our CT Scanner.

3. **Director of Finance Report – Denna Stavig** reported that the August Financials are in the packet. Septembers will be in your next month's packet. In August every was pretty good, our **Benefits** were a lot less, we had a stop-loss payment from PBS for the month and it was roughly \$70,000 so that lowered our Taxes and Benefits this time. Other than that, our **Cash** and our **Payables** are both doing fine.
4. **Medical Director Quarterly Report – Dr. Bejes'** written report is in the packet. Dr. Sanders is available to answer any questions the Board might have.
5. **Quality Quarterly Report – Noelle Camarena** stated that the facility continues to work on a lot of Quality efforts. One of the avenues in which we are trying to make sure that there is a high quality of care is through staff trainings. We've had a number of successful staff training; we've had trainings with the Police Department and Emergency Preparedness where they put on Active Shooter trainings. There was a Trauma training that was between our EMS community and our Emergency Department regarding the transfer of care, we had our annual education day for Nursing which encompassed two days and twenty different topics to help be survey ready. And a big nod to Daniella Rossi, out LTC DON. We have been recognized with two awards for Quality, one through the American Healthcare Association, and the other from the Alaska Healthcare and Hospital Association. We are currently working on a grant that is all staff for training and education within the individuals field as long as it benefits the organization as well as the staff member.
6. **Nursing Department Quarterly Report – Alexis Allen** stated that her report was in the packet. Just a few things that have changed since I wrote the report, Daniella is still doing to LTC DON work remote, in house we have Generose doing in-house for the times that she is working, myself and Noelle are no longer being involved in the LTC side when it comes to that. Staffing we're doing pretty well, the CNA's we actually have quite a few more since the last Quarterly Board report due to the recent CNA Class that they passed. For the Education Plan you may have heard about the Unit Clerk Orientation PowerPoint, its now referred to as the Reference PowerPoint it is a resource for the Unit Clerks. It is continuously updated with input from different departments. And then just to touch on the grant that Noelle was talking about, that actually helped me get approved to teach BLS, ACLS and PALS so we have an instructor on site.
7. **Ancillary Services Quarterly Report – Tamara Russin** stated that her report was in the packet. Items to note are that we just got the Moderna vaccine in last week, and the Clinic is actively giving Covid vaccines and Flu vaccines. If you haven't gotten your Flu vaccine yet and you want one you should get it soon. Lab, Radiology and Rehab are all doing well. PT staff utilized the training and education grant.

8. Sound Alternatives Quarterly Report – Barbara Jewell is not available, but her written report is in the packet. Dr. Sanders reported that we do have a new traveler Clinician who started seeing patients. Things seem to be stable and doing well in the department. Dr. Sanders is available to answer any questions about anything in Barb's report or in the Department.

G. DISCUSSION ITEMS ~ None

H. ACTION ITEMS

1. Update the CCMC Authorized Check Signers

M/Senear S/Linville "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."

Senear- yea, Hayden – yea, Ronnegard – absent, Iannazzone – yea, and Linville – yea.

4 yeas, 0 nay, 1 absent; Motion passed 4-0.

2. Emergency Preparedness Portable Shelter Purchase

M/Linville S/Iannazzone "I move that the CCMC Authority Board of Directors approve the purchase of an Emergency Preparedness Portable Shelter at a cost no greater than \$47,000 as presented."

Iannazzone – yea, Hayden – yea, Linville – yea, Ronnegard – absent, and Senear- yea.

4 yeas, 0 nay, 1 absent; Motion passed 4-0.

3. Approval to Close a CCMC Account

M/Linville S/Senear "I move that the CCMC Authority Board of Directors approve the request for CCMC staff to close the existing savings account and open a repurchase account with those funds."

Senear- yea, Ronnegard – absent, Iannazzone – yea, Linville – yea, and Hayden – yea.

4 yeas, 0 nay, 1 absent; Motion passed 4-0.

4. Generator Compliance Approval

M/Iannazzone S/Senear "I move that the CCMC Authority Board of Directors approve the request for CCMC staff to issue an RFP for the design, and construction to modify the CCMC current electrical generator system to bring it into compliance with applicable requirements within NFPA 70, NFPA 70E, NFPA 72, NFPA 99, NFPA 101, the IBC, and the IMC."

Iannazzone – yea, Senear- yea, Ronnegard – absent, Linville – yea, and Hayden – yea.

4 yeas, 0 nay, 1 absent; Motion passed 4-0.

I. AUDIENCE PARTICIPATION ~ None

J. BOARD MEMBERS COMMENTS

Iannazzone ~ A lot of positive things, good to see. I definitely like these noon meetings. Thank you, guys!

Hayden ~ I've been talking with folks in the community and getting good feedback. People are excited about all of the positive things that are happening.

Senear ~ Nice to see everything going so smoothly.

Linville ~ Hopefully this training and education grant will go assist with retention. Great job!

Administration and The Board of Directors discussed and agreed to change the time of the monthly Board meetings to 12:00pm going forward.

K. EXECUTIVE SESSION ~ None

L. ADJOURNMENT

M/Senear S/Linville "I move to adjourn"

Kelsey Hayden declared the meeting adjourned at 12:50.

Prepared by: Faith Wheeler-Jeppson