

Minutes
CCMC Authority – Board of Directors
January 25, 2024 at 12:00pm
Quarterly Meeting

CALL TO ORDER AND ROLL CALL –

Kelsey Hayden called the Board Meeting to order at 12:11pm.

Board members present: **Kelsey Hayden, Ann Linville, Liz Senear and Diane Ujioka.**

Quorum was established. 4 members present.

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

A. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

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

B. BOARD DEVELOPMENT

1. Important Legislative Issues for the 2024 Session – Dr. Sanders reported that the Nurse Licensure is huge for CCMC. State participation in this program will reduce barriers to getting traveling staff as well as staff that are interested in taking permanent positions. There are no drawbacks for CCMC. Some nurse unions that operate in other hospitals around the state are concerned joining the compact could impact their ability to strike however the majority of nurses support joining this compact.

C. CONFLICT OF INTEREST ~ None

D. APPROVAL OF AGENDA

M/Senear S/Ujioka "I move to approve the agenda."

Hayden – yes, Linville – yes, Ujioka – yes, and Senear – yes.
4 yeas, 0 nay, 1 absent; Motion passed.

E. APPROVAL OF MINUTES

M/Linville S/Senear "I move to approve the December 19th 2023 Meeting #1 and meeting #2 minutes."

Linville – yes, Ujioka – yes, Senear – yes, and Hayden – yes.
4 yeas, 0 nay, 1 absent; Motion passed.

F. REPORTS OF OFFICERS and ADVISORS

1. **Board Chair report** – Kelsey Hayden reported that she had a great conversation with Dr. Sanders about daycare, and trying to find someone in the community who could take that on.
2. **CEO Quarterly Report** – Dr. Sanders stated that her report is in the packet. One of the things that has been finalized since I submitted my report the completion of the LTC survey and acceptance of the plans of correction. This survey was overall good but demonstrated continued issues with Hand Hygiene. We completed a Root Cause Analysis meeting and found problem areas that are impacting our Hand Hygiene practices. In that

meeting we identified opportunities to help correct issues. Lack of Childcare is another issue that has come up in the community as well as with our Staff. CCMC would like to figure out how to support our employees. Other critical access hospitals have similar programs. We are looking into grants that would help fund a position to assist CCMC with exploring developing a childcare program. Regarding unpaid bills from migrant workers, I sent letters to the canneries, and I received a great response from Trident, so we'll see if anything positive comes of it.

- 3. Director of Finance Report** – Denna Stavig stated that her Financials are in the packet, it does look like we will end the year in the positive, so that is very exciting. We had a couple of pretty big paybacks to Noridian and Medicare. One was for FY 2021 cost report and that was about \$250K, and then our interim review for 2023 came back and we paid back \$219K all in December. But we're still holding strong and we're doing okay.
- 4. Medical Director Quarterly Report** – Dr. Sanders stated that Dr. Bejes' written report is in the packet. He is actually in town today, but was unavailable to be here this evening as he is also the Medical Director at Ilanka. I am happy to answer any questions you might have.
- 5. Ancillary Services Quarterly Report** – Tamara Russin stated that her written report is in the packet, additional items to note are that we do have quite a few specialists coming - in January we have Dr. Gray, and February we have Dr. Kaufman, Dr. Gifford, and Dr. Sjostedt. And in March we have Dr. Horner coming for her first Cordova Dermatology Clinic. If anyone wants an appointment call the Clinic and we'll get you scheduled.
- 6. Quality Quarterly Report** – Noelle Camarena stated that her written report is in the packet, a few highlights to note are that as Dr. Sanders mentioned LTC had a CMS survey, and the plan of correction has been submitted. CCMC employees have started their grant funded health care trainings. Some have already completed their trainings including ACLS, BLS, and PALS "train-the-trainer" class that will allow Alexis Allen to offer ACLS, BLS, and PALS certification to CCMC staff.
- 7. Nursing Department Quarterly Report** – Alexis Allen reported that in the Emergency Department there had been a lot of staff turnover. There have been some changes in Leadership as well. For EOC Rounding we've updated quite a few items that included all of our plans of correction from the recent survey. We're also working on a S.A.N.E. Certification (Sexual Assault Nurse Examiner).
- 8. Sound Alternatives Quarterly Report** – Barb Jewell reported that Sound Alternatives continues to see an increase in individual clients as well as visits. Staff provided services to 48 individuals in the past quarter, which was an increase of 7% from the last report. The program had 360 visits during the last quarter which was an increase of 21% from previous quarter. Sound Alternatives was successfully reaccredited through Joint Commission, this will be in effect for the next 3 years. Having stable staffing for the Community Case Management Program enables us to meet community needs. Our Community Case Manager provided services to 10 individuals, linking them with health care, housing, and other community supports. Dietary staff provided a total of 7,050 meals this quarter. 1,710 meals for LTC, 4,035 meals for seniors through congregate and home delivered, 523 meals for staff, and 43 meals for acute patients.

G. DISCUSSION ITEMS ~ None

H. ACTION ITEMS

1. Amendment to the CCMC Leadership and Staff Compensation Philosophy

M/Linville S/Senear "I move that the Hospital Services Board approve the Administrator's salary inclusion in the annual cost-of-living (COLA), in alignment with the board-approved compensation philosophy. The Board will review the recommended Administrator COLA in time for annual budget approval."

Voice Vote on Main Motion

**Senear – yes, Linville – yes, Ujioka – yes, and Hayden – yes.
4 yeas, 0 nay, 1 absent; Motion passed.**

I. AUDIENCE PARTICIPATION

J. BOARD MEMBERS COMMENTS

Hayden ~ I echo all of these comments. I'm excited to hear more on the child care.

Linville ~ I am excited about the Dermatologist, and the CNA Program.

Senear ~ Everyone we talked to about the Dermatologist is very excited.

Ujioka ~ I am excited to be here and learn more about the process, and who every one is and their role at CCMC.

K. EXECUTIVE SESSION

M/Senear S/Ujioka "I move to go into Executive Session to discuss the CCMC Cost of Living Adjustment (COLA), a subject the immediate knowledge of which would clearly have an adverse effect on the finances of the entity." At 12:50pm

M/Ujioka S/Linville "I move to go back into Regular Session." At 12:56pm

L. ADJOURNMENT

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

Kelsey Hayden declared the meeting adjourned 1:12pm.

Prepared by: Faith Wheeler-Jeppson