



**CCMC HOSPITAL SERVICES BOARD OF DIRECTORS
AGENDA
JUNE 24, 2026, SPECIAL MEETING
12:00PM HYBRID IN-PERSON**

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

Board of Directors

Kelsey Hayden exp. 3/29

Liz Senear exp. 3/27

Ann Linville exp. 3/28

Diane Ujioka exp. 3/27

Shelly Kocan exp. 3/28

CEO

Hannah Sanders, M.D.

CFO

Denna Stavig

OPENING: Call to Order

Roll Call - Kelsey Hayden, Liz Senear, Ann Linville, Diane Ujioka and Shelly Kocan.

Establishment of a Quorum

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

1. Audience Comments
2. Guest Speakers

B. CONFLICT OF INTEREST

C. APPROVAL OF AGENDA

D. APPROVAL OF MINUTES

1. May 28, 2026, Meeting Minutes

Pgs 1-5

E. REPORTS OF OFFICERS OR ADVISORS

1. May 2026 Board Chair Report
2. May 2026 CEO Report
3. May 2026 CFO Report

Pg 6

Pgs 7-10

F. DISCUSSION ITEMS

G. ACTION ITEMS

1. Memo for Approval of CAH Modernization Coordinator
2. Memo for Credentialing
 - i. Robert Hurlow, MD

Pgs 11-15

Pg 16

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 MEMBER COMMENTS

K. EXECUTIVE SESSION

L. ADJOURNMENT

This Board of Directors meeting will be held via ZOOM:

<https://us02web.zoom.us/j/4675701050?pwd=TXEvSFVHOHhIL1JvOGNua1RUUjdQUT09&omn=87257285186#success>

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

Cordova Community Medical Center

Board of Directors Meeting Minutes

Date: May 28, 2026

Location: Hybrid Meeting

Recorded By: CCMC Administration

1. Call to Order

Chair Ann Linville called the meeting to order at 12:04.

2. Roll Call

Board members present:

- Kelsey Hayden
- Liz Senear (Vice-Chair)
- Ann Linville (Chair)
- Diane Ujioka
- Shelly Kocan (Treasurer)

A quorum was present.

3. Communications, Visitors, and Petitions

- Shaun Johnson, CPA to review the 2025 Audit

Sean presented the Fiscal Year 2025 audited financial statements and auditor communications.

Key points included:

- The audit received an unmodified opinion.
- The 2024 financial statements were restated to recognize a pension related liability associated with the administrator position's participation in the Alaska PERS program.
- The restatement did not affect the auditor's opinion on the financial statements.
- Cash increased approximately \$2.5 million during FY2025, primarily due to operating results.
- Net patient revenue increased approximately 6% from FY2024.
- Total operating revenue increased approximately 5%.
- Operating income was approximately \$1.5 million.
- Net position increased approximately \$1.7 million during FY2025.
- Cash generated from operating activities totaled approximately \$2.6 million.

- One audit finding was reported related to the prior period pension liability restatement, resulting in a material weakness finding. Management identified and corrected the issue prior to the audit.
- No material audit adjustments were required.
- No disagreements with management were noted.

The Board discussed audit results, financial performance, Medicare reimbursement, accounts receivable performance, and benchmarking data.

4. Conflict of Interest Disclosure

No conflicts of interest were reported.

5. Approval of Agenda

Kelsey Hayden moved to approve the agenda. Diane Ujioka seconded the motion.

Roll Call Vote:

- Kelsey Hayden- Yes
- Liz Senear- Yes
- Ann Linville- Yes
- Diane Ujioka- Yes
- Shelly Kocan- Yes

Motion passed unanimously.

6. Approval of Minutes

Diane Ujioka moved to approve the minutes from the April 30,2026 meeting. Kelsey Hayden seconded the motion.

Roll Call Vote:

- Kelsey Hayden- Yes
- Liz Senear- Yes
- Ann Linville- Yes
- Diane Ujioka- Yes
- Shelly Kocan- Yes

Motion passed unanimously.

Reports

Written reports were included in the board packet from:

- Hannah Sanders, CEO
- Denna Stavig, CFO

7. CEO Report

CEO Hannah Sanders provided a written report and highlighted:

- Recognition of CFO Denna Stavig and staff for continued positive financial performance.
- Rural Health Transformation funding opportunities.
- Three CCMC projects advanced to the next phase of Rural Health Transformation funding:
 - Pharmacy Services Expansion Project
 - Behavioral Health Planning Project
 - Senior Services Dining Planning Project
- Approximately 1,700 statewide applications were submitted, with approximately 400 invited to the next phase.
- Behavioral health grant funding was continued after proposed cuts.
- Ongoing efforts to reduce long-term reliance on grant funding for behavioral health services.
- Generator project updates:
 - No additional information has been received regarding the congressional appropriation.
 - Progress remains stalled pending guidance from funding agencies and project partners.
- Discussion occurred regarding state participation in healthcare licensure compacts and potential impacts on future Rural Health Transformation funding.

8. CFO Report

CFO Denna Stavig provided a financial report and noted:

- A previously reported long-term care deficit was corrected.
- Year-to-date performance is tracking close to budget.
- Cash balances remain positive, though reduced from audit-period balances due to Medicare repayments and repayments of the CEO PERS liability.
- The organization remains on schedule to complete repayment prior to interest accrual.
- Audit adjustments will be incorporated into future financial statements.

Discussion and Action Items

9. Boardwalk Accessibility

The Board discussed ADA accessibility improvements to the boardwalk area adjacent to the hospital and potential grant opportunities. CEO Sanders indicated CCMC would support grant applications and noted improved accessibility could benefit long-term care residents.

10. Approval of Medical Staff Credentials

Diane Ujioka moved to approve credentials and privileges for:

- Christian Welch, MD
- Eldon Snyder, DO
- Joseph Holman, MD
- Christopher Honeycutt, MD

And delegated neurology telehealth privileges for:

- Karen Horst, MD

Kelsey Hayden seconded the motion.

Roll Call Vote:

- Ann Linville- Yes
- Diane Ujioka- Yes
- Shelly Kocan- Yes
- Kelsey Hayden- Yes
- Liz Senear- Yes

Motion passed unanimously.

11. Audience Participation

None.

12. Executive Session

No executive session was held.

13. Board Member Comments

- Commended staff for a successful audit and strong financial performance.
- Recognized improvements in accounts receivable management and operational efficiency.
- Expressed appreciation for leadership efforts related to grant opportunities, partnerships, and future planning.
- Shared information regarding upcoming community trail work projects.

14. Next Meeting

The Board discussed changing the regular monthly meeting day from Thursday to Wednesday. The next meeting was tentatively scheduled for **June 24, 2026**.

15. Adjournment

Diane Ujioka moved to adjourn the meeting. Kelsey Hayden seconded the motion.

Motion passed unanimously.

The meeting adjourned at 1:02.

CEO Report June 2026

RHTP Update

We have been working hard on our Rural Health Transformation Program (RHTP) initiatives. During June, CCMC successfully completed and submitted all three RHTP applications.

These projects will require substantial coordination, oversight, reporting, and stakeholder engagement over the coming years. As we move from planning into implementation, project management demands are expected to increase significantly.

Generator Replacement Project

CCMC has executed a contract for the design phase of the Generator Replacement Project. This critical infrastructure investment will improve facility resiliency and emergency preparedness while supporting future operational and regulatory requirements. We anticipate additional updates as the design work progresses and project timelines are further refined.

Organizational Capacity and Planning

As our modernization efforts continue to expand, it has become clear that additional internal project management capacity will be necessary to successfully execute the volume and complexity of work associated with RHTP and other capital initiatives.

To address this need, administration is proposing the addition of a Modernization Coordinator position to the budget. This role would provide dedicated support for project coordination, grant compliance, reporting requirements, contractor management, and implementation activities associated with our modernization projects.

We anticipate needing this position for several years. In addition to supporting modernization efforts, we plan to intentionally cross-train this individual in facilities management functions. This approach will help establish a long-term facilities succession and transition plan, ensuring continuity of institutional knowledge and strengthening CCMC's ability to manage and maintain its infrastructure into the future.

Regional RHTP Convening

The regional RHTP convening is scheduled for June 29–30 and will provide an important opportunity to collaborate with partner organizations and learn from other participants as implementation efforts move forward. Any Board member who is interested in attending and did not receive an invitation is encouraged to contact me directly so that I can assist with registration and event details.

CORDOVA COMMUNITY MEDICAL CENTER
OPERATING/INCOME STATEMENT
05/31/2026

16/Jun/2026 11:21:18 AM

	Actual	Budget	Variance	Percent Variance	FY2026 Actual	FY2026 Budget	Variance	Percent Variance
	*****SINGLE MONTH*****				*****YEAR TO DATE*****			
REVENUE								
ACUTE REVENUE	\$145,268.21	\$23,364.89	\$121,903.32	522%	\$1,152,999.80	\$711,832.78	\$441,167.02	62%
SWING BED REVENUE	\$295,282.95	\$355,250.70	(\$59,967.75)	-17%	\$1,586,737.57	\$1,923,716.96	(\$336,979.39)	-18%
LONG TERM CARE REVENUE	\$475,839.06	\$416,139.36	\$59,699.70	14%	\$2,091,392.20	\$2,028,646.56	\$62,745.64	3%
CLINIC REVENUE	\$93,522.47	\$122,324.84	(\$28,802.37)	-24%	\$391,367.33	\$460,401.74	(\$69,034.41)	-15%
ANCILLARY DEPARTMENT REVENUE	\$364,640.55	\$310,238.96	\$54,401.59	18%	\$1,804,982.64	\$1,707,817.05	\$97,165.59	6%
EMERGENCY DEPARTMENT REVENL	\$570,071.46	\$439,682.35	\$130,389.11	30%	\$2,188,671.04	\$1,834,216.70	\$354,454.34	19%
BEHAVIORAL HEALTH REVENUE	\$28,454.00	\$16,724.88	\$11,729.12	70%	\$166,069.00	\$114,686.56	\$51,382.44	45%
RETAIL PHARMACY REVENUE	\$237,506.89	\$229,300.61	\$8,206.28	4%	\$1,070,866.50	\$1,048,313.64	\$22,552.86	2%
REVENUE	\$2,210,585.59	\$1,913,026.59	\$297,559.00	16%	\$10,453,086.08	\$9,829,631.99	\$623,454.09	6%
DEDUCTIONS								
CHARITY	(\$2,571.90)	(\$7,835.48)	\$5,263.58	-67%	(\$46,930.93)	(\$49,040.28)	\$2,109.35	-4%
CONTRACTUAL ADJUSTMENTS	(\$823,158.13)	(\$551,215.65)	(\$271,942.48)	49%	(\$3,230,230.49)	(\$3,273,135.50)	\$42,905.01	-1%
ADMINISTRATIVE ADJUSTMENTS	(\$10,677.41)	(\$1,859.55)	(\$8,817.86)	474%	(\$81,322.19)	(\$42,715.41)	(\$38,606.78)	90%
BAD DEBT	(\$101,961.50)	\$271,679.58	(\$373,641.08)	-138%	(\$494,878.38)	(\$180,893.37)	(\$313,985.01)	174%
DEDUCTIONS TOTAL	(\$938,368.94)	(\$289,231.10)	(\$649,137.84)	224%	(\$3,853,361.99)	(\$3,545,784.56)	(\$307,577.43)	9%
COST RECOVERIES								
GRANTS	\$92,137.59	\$92,137.59	\$0.00	0	\$217,031.45	\$210,214.58	\$6,816.87	3%
IN KIND CONTRIBUTIONS	\$16,685.63	\$16,682.63	\$3.00	0%	\$83,428.15	\$83,633.15	(\$205.00)	0%
OTHER REVENUE	\$30,895.28	\$7,296.24	\$23,599.04	323%	\$96,185.21	\$37,321.13	\$58,864.08	158%
COST RECOVERIES TOTAL	\$139,718.50	\$116,116.46	\$23,602.04	20%	\$396,644.81	\$331,168.86	\$65,475.95	20%
TOTAL REVENUES	\$1,411,935.15	\$1,739,911.95	(\$327,976.80)	-19%	\$6,996,368.90	\$6,615,016.29	\$381,352.61	6%
EXPENSES								
WAGES	\$574,655.88	\$578,968.78	(\$4,312.90)	-1%	\$2,773,244.11	\$2,952,853.17	(\$179,609.06)	-6%
TAXES & BENEFITS	\$284,860.46	\$280,181.83	\$4,678.63	2%	\$1,511,452.85	\$1,382,105.29	\$129,347.56	9%
PROFESSIONAL SERVICES	\$310,372.18	\$271,698.77	\$38,673.41	14%	\$1,505,607.08	\$1,289,076.05	\$216,531.03	17%
SUPPLIES	\$263,672.63	\$237,876.51	\$25,796.12	11%	\$1,154,814.22	\$1,101,886.03	\$52,928.19	5%
MINOR EQUIPMENT	\$36.34	\$49.51	(\$13.17)	-27%	\$16,056.80	\$50,558.48	(\$34,501.68)	-68%
REPAIRS & MAINTENANCE	\$8,402.70	\$18,180.77	(\$9,778.07)	-54%	\$53,069.98	\$40,300.19	\$12,769.79	32%
RENTS AND LEASES	\$20,393.12	\$13,797.13	\$6,595.99	48%	\$84,928.20	\$66,563.86	\$18,364.34	28%
UTILITIES	\$51,004.37	\$25,745.47	\$25,258.90	98%	\$269,902.13	\$242,697.59	\$27,204.54	11%
TRAVEL & TRAINING	\$8,592.61	\$10,476.22	(\$1,883.61)	-18%	\$65,944.48	\$52,866.60	\$13,077.88	25%
INSURANCE	\$22,416.82	\$22,014.56	\$402.26	2%	\$131,041.52	\$111,216.05	\$19,825.47	18%
RECRUITMENT AND RELOCATION	\$1,122.66	\$103.00	\$1,019.66	990%	\$4,668.41	\$2,810.15	\$1,858.26	66%
DEPRECIATION	\$47,393.82	\$47,084.30	\$309.52	1%	\$237,014.32	\$236,704.80	\$309.52	0%
OTHER EXPENSES	\$18,003.38	\$13,741.08	\$4,262.30	31%	\$84,079.66	\$65,125.36	\$18,954.30	29%
TOTAL EXPENSES	\$1,610,926.97	\$1,519,917.93	\$91,009.04	6%	\$7,891,823.76	\$7,594,763.62	\$297,060.14	4%
NET INCOME	(\$198,991.82)	\$219,994.02	(\$418,985.84)	-190%	(\$895,454.86)	(\$979,747.33)	\$84,292.47	-9%

	MAY 2026	MAY 2025	NET CHANGE
ASSETS			
CURRENT ASSETS			
CASH & CASH EQUIVALENTS	\$2,029,609.26	\$1,574,985.99	\$454,623.27
NET ACCOUNTS RECEIVABLE	\$2,574,577.82	\$1,709,310.75	\$865,267.07
THIRD PARTY RECEIVABLE	(\$1,934.66)	\$728,230.34	(\$730,165.00)
CLEARING ACCOUNTS	\$149,287.70	\$92,930.09	\$56,357.61
PREPAID EXPENSES	\$84,189.96	\$85,728.59	(\$1,538.63)
INVENTORY	\$585,066.52	\$420,671.92	\$164,394.60
CURRENT ASSETS	\$5,420,796.60	\$4,611,857.68	\$808,938.92
PROPERTY PLANT & EQUIPMENT			
LAND	\$122,010.00	\$122,010.00	\$0.00
BUILDINGS	\$8,666,889.19	\$8,666,889.19	\$0.00
EQUIPMENT	\$10,223,024.55	\$10,176,829.16	\$46,195.39
CONSTRUCTION IN PROGRESS	\$28,286.00	\$25,271.70	\$3,014.30
SUBTOTAL PP&E	\$19,040,209.74	\$18,991,000.05	\$49,209.69
LESS ACCUMULATED DEPRECIATION	(\$16,045,556.66)	(\$15,484,564.78)	(\$560,991.88)
TOTAL PROPERTY PLANT & EQUIPMENT	\$2,994,653.08	\$3,506,435.27	(\$511,782.19)
OTHER ASSETS			
GOODWILL PHARMACY	\$150,000.00	\$150,000.00	\$0.00
AMORTIZATION GOODWILL	(\$126,250.00)	(\$111,250.00)	(\$15,000.00)
GOODWILL PHARMACY	\$23,750.00	\$38,750.00	(\$15,000.00)
PERS DEFERRED OUTFLOW	\$792,989.85	\$792,989.85	\$0.00
OTHER ASSETS	\$816,739.85	\$831,739.85	(\$15,000.00)
TOTAL ASSETS	\$9,232,189.53	\$8,950,032.80	\$282,156.73

LIABILITIES

CURRENT LIABILITIES

ACCOUNTS PAYABLE	\$566,734.18	\$374,298.47	\$192,435.71
PAYROLL AND RELATED LIABILITIES	\$979,159.67	\$820,386.29	\$158,773.38
OTHER CURRENT PAYABLES	\$0.00	\$0.00	\$0.00
INTEREST AND OTHER PAYABLES	\$570.53	\$1,283.44	(\$712.91)
LONG TERM DEBT CITY	\$5,466,458.55	\$5,466,458.55	\$0.00
OTHER CURRENT LONG TERM DEBT	\$257,535.46	\$335,598.44	(\$78,062.98)
TOTAL CURRENT LIABILITIES	\$7,270,458.39	\$6,998,025.19	\$272,433.20

LONG TERM LIABILITIES

2015 NET PENSION LIABILITY	\$8,778,433.00	\$8,778,433.00	\$0.00
TOTAL LONG TERM LIABILITIES	\$8,778,433.00	\$8,778,433.00	\$0.00

DEFERRED INFLOWS OF RESOURCES

PENSION DEFERRED INFLOW	(\$3,607,683.00)	(\$3,607,683.00)	\$0.00
DEFERRED INFLOWS OF RESOURCES	(\$3,607,683.00)	(\$3,607,683.00)	\$0.00

TOTAL LIABILITIES AND FUND BALANCE	\$12,441,208.39	\$12,168,775.19	\$272,433.20
UNRESTRICTED FUND BALANCE	(\$2,710,351.78)	(\$2,254,175.34)	(\$456,176.44)
TEMPORARY RESTRICTED FUND BALANCE	\$20,090.50	\$18,513.60	\$1,576.90
NET POSITION (EQUITY)	(\$2,690,261.28)	(\$2,235,661.74)	(\$454,599.54)
NET INCOME	(\$518,757.58)	(\$983,080.65)	\$464,323.07
LIABILITY AND FUND BALANCE	\$9,232,189.53	\$8,950,032.80	\$282,156.73

Cordova Community Medical Center Statistics

Days per Month	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 2022	1.6	3.3	2.8	2.1	1.5	1.9	3.5	3.5	3.9	0.5	1.0	2.1		2.3
FY 2023	2.5	1.3	2.3	3.6	2.0	0.5	1.1	0.5	2.3	2.7	2.9			2.1
FY 2024	1.4	1.4	1.4	0.6	1.9	1.3	1.7	2.4	2.7	1.6	0.9	0.7		1.5
FY 2025	0.7	2.2	2.5	1.4	0.5	2.8	4.7	2.7	3.1	2.7	0.8	0.2		2.0
FY 2026	0.4	1.7	3.8	1.7	1.3									1.8
Acute Admits														
FY 2022	6	1	2	3	5	7	8	4	3	4	3	5	51	4.3
FY 2023	1	3	6	2	5	4	5	4	2	2	3	4	41	3.4
FY 2024	4	4	2	1	5	8	3	4	12	7	4	4	58	4.8
FY 2025	2	4	3	2	1	6	9	5	8	4	4	2	50	4.2
FY 2026	4	7	14	2	4									6.2
Acute Patient Days														
FY 2022	15	11	7	10	8	10	21	9	12	7	5	14	129	10.8
FY 2023	3	9	16	15	15	11	18	4	12	4	9	10	126	10.5
FY 2024	12	14	10	1	18	29	15	15	31	13	10	21	189	15.8
FY 2025	7	13	23	7	2	43	33	25	29	17	21	6	226	18.8
FY 2026	9	32	42	9	8									20.0
SWB Admits														
FY 2022	1	3	0	1	2	2	3	2	4	2	2	1	23	1.9
FY 2023	2	1	3	2	1	1	1	0	3	2	3	1	20	1.7
FY 2024	2	2	1	0	4	1	2	1	3	1	2	0	19	1.6
FY 2025	1	2	2	1	0	4	3	2	3	3	0	0	21	1.8
FY 2026	1	1	5	0	0									1.4
SWB Patient Days														
FY 2022	34	81	79	54	37	48	89	101	104	7	24	52	710	59.2
FY 2023	73	28	55	94	48	5	15	13	57	80	79	81	628	52.3
FY 2024	30	25	34	16	42	11	39	58	50	38	18	2	363	30.3
FY 2025	15	48	53	36	12	41	112	60	64	66	4	0	511	42.6
FY 2026	4	15	76	43	31									33.8
CCMC LTC Admits														
FY 2022	0	0	0	0	0	1	0	0	0	0	0	0	1	0.1
FY 2023	0	0	0	1	1	0	1	2	0	1	0	0	6	0.5
FY 2024	1	0	0	0	0	0	0	0	0	1	0	0	2	0.2
FY 2025	0	1	0	0	0	0	1	0	1	0	0	1	4	0.3
FY 2026	0	0	1	0	1									0.4
CCMC LTC Resident Days														
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	310	300	310	290	310	3,639	303.3
FY 2023	310	280	310	309	296	270	257	268	252	271	270	279	3,372	281.0
FY 2024	309	290	290	270	262	240	248	248	240	254	270	279	3,200	266.7
FY 2025	273	250	279	270	279	270	283	257	252	248	240	258	3,159	263.3
FY 2026	250	213	249	240	279									246.2
CCMC LTC Avg. Census														
FY 2022	10	10	10	10	10	10	10	10	10	10	10	10		10.0
FY 2023	10	10	10	10	10	9	8	9	8	9	9	9		9.2
FY 2024	10	10	9	9	9	8	8	8	8	8	9	9		8.7
FY 2025	9	9	9	9	9	9	9	8	8	8	8	9		8.7
FY 2026	8	8	8	8	9									8.1
ER Visits														
FY 2022	38	38	42	50	75	85	76	97	64	63	38	46	712	59.3
FY 2023	62	39	67	39	56	84	109	100	69	40	48	45	758	63.2
FY 2024	58	44	37	39	51	97	80	78	79	55	42	55	715	59.6
FY 2025	44	50	59	43	76	94	99	106	70	52	47	66	806	67.2
FY 2026	51	61	56	57	61									57.2
PT Procedures														
FY 2022	275	459	551	394	307	352	396	384	360	201	274	442	4,395	366.3
FY 2023	364	322	458	405	345	209	304	325	479	550	436	343	4,540	378.3
FY 2024	302	213	291	289	341	252	256	321	402	270	266	277	3,480	290.0
FY 2025	341	388	306	341	294	317	356	301	267	316	175	225	3,627	302.3
FY 2026	232	218	202	278	351									256.2
OT Procedures														
FY 2022	122	190	251	134	120	229	243	200	197	53	87	164	1,990	165.8
FY 2023	94	51	152	115	75	94	70	106	167	163	144	104	1,335	111.3
FY 2024	121	56	79	86	133	85	122	82	131	92	107	115	1,209	100.8
FY 2025	87	89	96	147	89	246	173	136	135	152	0	11	1,361	113.4
FY 2026	40	45	147	76	183									98.2
Lab Tests														
FY 2022	825	576	671	902	958	699	610	822	594	585	499	553	8,294	691.2
FY 2023	545	546	575	578	801	655	766	649	512	501	478	539	7,145	595.4
FY 2024	513	526	503	778	814	628	703	637	667	593	576	502	7,440	620.0
FY 2025	542	447	627	787	672	872	746	603	735	579	449	577	7,636	636.3
FY 2026	573	462	709	864	624									646.4
X-Ray Procedures														
FY 2022	82	63	64	94	60	82	69	93	51	72	58	61	849	70.8
FY 2023	72	45	63	49	50	88	97	107	83	71	61	67	853	71.1
FY 2024	76	54	88	54	75	54	82	64	60	62	58	44	771	64.3
FY 2025	79	61	62	51	67	100	83	77	86	88	56	62	872	72.7
FY 2026	53	85	96	81	56									74.2
CT Procedures														
FY 2022	21	21	36	25	29	42	31	26	16	30	15	28	320	26.7
FY 2023	30	18	22	18	16	36	39	34	26	4	23	24	290	24.2
FY 2024	38	27	2	16	19	29	31	32	29	17	17	27	284	23.7
FY 2025	23	20	32	20	28	45	48	56	36	32	29	28	397	33.1
FY 2026	35	37	24	24	19									27.8
CCMC Clinic Visits														
FY 2022	288	196	199	237	260	241	221	212	304	359	219	182	2,918	243.2
FY 2023	221	158	151	176	214	188	230	289	242	371	216	193	2,649	220.8
FY 2024	205	188	196	188	241	202	250	209	235	298	205	163	2,580	215.0
FY 2025	201	175	196	181	220	219	207	186	235	262	201	174	2,457	204.8
FY 2026	164	149	161	165	152									158.2
Behavioral Hlth Visits														
FY 2022	84	74	83	79	82	67	74	99	126	125	108	94	1,095	91.3
FY 2023	150	68	86	98	122	86	94	97	94	106	136	118	1,255	104.6
FY 2024	167	128	117	118	79	51	53	75	68	96	99	108	1,159	96.6
FY 2025	108	86	82	107	87	87	118	104	99	99	104	92	1,173	97.8



Memorandum

To: CCMC Authority Board of Directors
From: Dr. Hannah Sanders, CEO
Subject: Modernization Coordinator
Date: 06/19/2026

Recommendation

Administration requests Board approval to add one (1.0) Full-Time Equivalent (FTE) position for a CAH Modernization Coordinator.

Background

As outlined in the CEO Report, CCMC is undertaking several significant modernization and facility improvement initiatives. Administration recommends adding a CAH Modernization Coordinator to provide dedicated project coordination, implementation support, and operational integration for these efforts.

A copy of the proposed CAH Modernization Coordinator job description is attached for the Board's review.

Financial Impact: The proposed position increase to the annual operating budget:

Item	Annual Cost
Salary	\$80,000
Fringe Benefits (50%)	\$40,000
Total Annual Cost	\$120,000

Funding for this position will be incorporated into the operating budget through the budget amendment process.

Requested Action

Administration requests Board approval to add one (1.0) FTE CAH Modernization Coordinator with an annual budget impact of \$120,000, consisting of \$80,000 in salary expense and \$40,000 in fringe benefits.

Recommended Motion:

"I move to approve the addition of one (1.0) FTE CAH Modernization Coordinator with an annual budget impact of \$120,000, including salary and fringe benefits, as presented by Administration."

Cordova Community Medical Center
Job Description
 CAH Modernization Coordinator

Job Title:	CAH Modernization Coordinator	Status:	Full time
Supervisor:		Pay Grade:	70k – 80k annually
Department/Division:	Facilities	Classification:	Exempt

POSITION SUMMARY

The CAH Modernization Coordinator supports the planning, coordination, implementation, and operational integration of major infrastructure, modernization, compliance, and facility improvement projects at Cordova Community Medical Center (CCMC).

ESSENTIAL RESPONSIBILITIES

- Coordinates activities related to hospital modernization and infrastructure projects.
- Assists with electrical upgrades, generator replacement, switchgear modernization, and pharmacy clean room projects.
- Coordinates communication between contractors, vendors, consultants, and hospital departments.
- Tracks project schedules, documentation, and operational impacts.
- Supports grant-funded project coordination and reporting requirements.
- Assists with permitting, inspections, and regulatory compliance activities.
- Coordinates meetings and prepares project status updates.
- Performs other related duties as assigned.

The above is not intended to be an all-inclusive list of essential functions for the job described, but rather a general description of some of the responsibilities necessary to carry out the duties of this position.

Skills & Abilities

- Strong organizational, coordination, and time management skills with ability to manage multiple projects and competing priorities simultaneously.
- Ability to independently research, review, and interpret applicable codes, regulations, standards, grant requirements, and compliance guidance related to healthcare facilities, construction, infrastructure, and Critical Access Hospitals.
- Knowledge of or ability to learn healthcare construction processes, infrastructure systems, regulatory requirements, and operational continuity planning.
- Ability to maintain detailed project documentation, records, schedules, and compliance tracking systems.
- Strong written and verbal communication skills with ability to communicate effectively with contractors, engineers, consultants, regulatory agencies, hospital leadership, and staff.

- Ability to identify operational concerns, project risks, scheduling conflicts, and compliance issues and communicate them appropriately to leadership.
- Strong problem-solving and critical-thinking skills with ability to adapt to changing priorities and project needs.
- Ability to read and interpret project schedules, construction documents, technical reports, specifications, and regulatory guidance documents.
- Proficiency with Microsoft Office applications including Word, Excel, Outlook, Teams, and electronic document management systems.
- Ability to work independently while also collaborating effectively with multidisciplinary teams and external partners.
- Ability to maintain confidentiality, professionalism, and sound judgment in a healthcare environment.
- Knowledge of grant-funded project coordination, reporting, and documentation requirements preferred.
- Familiarity with healthcare facilities, construction coordination, emergency preparedness, or infrastructure projects preferred.

Required Knowledge

- General knowledge of typical office technologies such as computers, printers and typical office software.
- Knowledge of grant and fiscal management not required but beneficial

QUALIFICATIONS

EDUCATION:

GED or HS diploma required. Bachelor’s degree in related field preferred. Equivalent education and experience may be considered.

EXPERIENCE:

Experience in healthcare operations, facilities coordination, construction coordination, project support, infrastructure planning, administrative coordination, or related fields preferred.

REQUIREMENTS:

Must possess a valid, current license in this state. Must be able to read, write and speak the English language. Must possess the ability to make independent decisions when circumstances warrant such action. Must have the ability to be tactful and polite with personnel, residents, family members, visitors, government agencies, and the general public. Must possess leadership and the willingness to work harmoniously with professional and non-professional personnel. Ability to plan, organize, develop, implement, and interpret the programs, goals, objectives, policies, procedures, etc., Must function independently, have flexibility, personal integrity.

ADDITIONAL REQUIREMENTS

Upon date of Hire: Current Negative TB Test
Ability to Pass a DHSS Criminal History Check and Drug Test

Must be current on all immunizations

EQUAL EMPLOYMENT OPPORTUNITY

CCMC shall seek to ensure and provide equal opportunity for all persons seeking employment without regard to race, age, color, religion, gender, marital status, sexual orientation, military status, national origin, disability, or any other characteristic as established by law.

ACKNOWLEDGEMENT OF RECEIPT OF JOB DESCRIPTION

Position: CAH Modernization Coordinator

I acknowledge I have received a copy of this job description. I understand the duties, and am fully able to meet the requirements, and perform the essential functions of this position, with or without reasonable accommodations. I further acknowledge, and understand, this job description does not create an employment contract, and nothing contained herein alters my at-will employment status.

Employee Signature

Date

Print Name

Supervisor Signature

Date



MEMORANDUM

To: Hospital Services Board

Subject: Credentialing for Robert Hurlow, MD

Date: 6/24/2026

Suggested Motion: "I move that the CCMC Hospital Authority Board approve full privileges for Robert Hurlow, MD."

JULY 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1