



BOARD OF COMMISSIONERS MEETING

March 10, 2020

5:30 p.m. in the Family Medical Building, Room G

MINUTES

PRESENT:

Gary Oestreich, Chairman
Evon LaGrou, Secretary
Ellen Delaney, Commissioner

Jerry Bowes, Vice-Chairman
Brent Yusi, Commissioner

STAFF:

Alan Fisher, Administrator
Holly Stanley, CFO
Mikaela Marion, Dir. of Marketing & PR
Megan Barton, Exec. Asst. (scribe)

Rebecca Christoph, RN, DCPS
Randy Coffell, HR Director
Becky Corson, Clinic Administrator
Afton May, Director of QA/PI




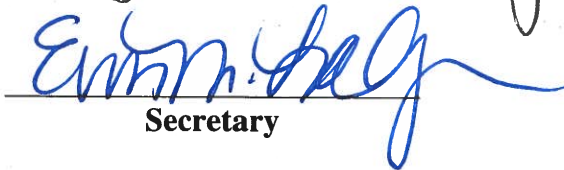
GUESTS: Laura Crofoot, Business Office Manager; Marjorie Clinton, HIM Manager

REGRETS: Dr. Jules Sleiman, Chief of Staff; Dr. Jennifer Thill, Chief Medical Officer

- I. Meeting called to order at 5:30 pm.
 - A. Acceptance/Changes to Agenda
 - i. **Commissioner Delaney motioned to approve the agenda as presented. Commissioner Bowes seconded. With no further discussion the motion passed unanimously.**
 - B. Approval of Minutes of February 25, 2020 Board Meeting
 - i. **Commissioner Delaney motioned to accept the minutes of February 25, 2020 as presented. Commissioner Bowes seconded. With no further discussion the motion passed unanimously.**
- II. Commissioner Committee/Liaison Reports:
 - A. Finance:
 - i. November Financials/Monthly Patient Statistics were reviewed including a net loss of \$34,000. Surgeries were 10% above the previous year. Administration continues to closely monitor revenue cycle daily.
 - ii. Assessments of Need: 2 FTE Billing Staff
Commissioner LaGrou motioned to approve the Assessment of Need: 2 FTE Billing Staff. With Commissioner Delaney's second there was no further discussion and the motion passed.
 - B. Facilities/Equipment: Meets quarterly; next meeting May 14th.
 - C. Internal Relations: Scheduled to meet tomorrow.
 - D. External Relations: Has not met; scheduled to meet March 25th.

- E. Executive: Recently met.
- III. Administrator Report presented by Alan including an update on a 2011 case currently in mediation. Administration initiated Incident Command regarding the COVID-19 outbreak and meets daily to review operations, logistics and planning.
- IV. Medical Staff Report: No report.
- V. Old Business: None.
- VI. New Business:
 - A. March Personnel Report was reviewed. Offering a position to an US Tech candidate.
- VII. Comments/Announcements:
 - A. Next Board Meeting: March 24, 2020 at 5:30 pm in Room G
- VIII. Adjourn

Commissioner Bowes motioned to adjourn. Commissioner Delaney seconded the motion. With no further discussion the motion passed unanimously. The meeting was adjourned at 5:50 p.m.

_____ Chairperson	 _____ Vice Chairperson
 _____ Commissioner	 _____ Commissioner
 _____ Secretary	