

**Minutes**  
**CCMC Authority – Board of Directors**  
**CCMC Admin Conference Room**  
**February 22, 2018 at 6:00pm**  
**Regular Meeting**

**CALL TO ORDER AND ROLL CALL –**

**Kristin Carpenter** called the Board Meeting to order at 6:00pm.

Board members present: **April Horton, Dorne Hawxhurst (arrived at 6:02pm), Kristin Carpenter, and Amanda Wiese.**

A quorum was established. 4 members present.

CCMC staff present: Scot Mitchell, CEO; Lee Holter, CFO; Tammy Pokorney, CNO, Lykia Lorenz, Executive Director for Sound Alternatives and Faith Wheeler-Jeppson, Executive Admin Assistant.

**A. APPROVAL OF AGENDA**

**M/Horton S/Wiese** “move to approve the Agenda as amended.”

**3 yeas, 0 nay**

**Motion passed.**

Dorne Hawxhurst arrived

**B. CONFLICT OF INTEREST ~ None**

**C. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**

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

**D. BOARD DEVELOPMENT**

**1. Community Health Needs Assessment**

**Scot Mitchell** reviewed each of the strategies/objectives and provided current updates from the Community Health Needs Assessment that had been completed in December 2016 (in the packet).

**E. APPROVAL OF MINUTES**

**M/Hawxhurst S/Wiese** “move to approve the January 31, 2018 Regular Meeting Minutes”.

**4 yeas, 0 nay**

**Motion passed.**

**F. REPORT OF OFFICERS AND ADVISORS**

1. **Board Chair Report ~ Kristin Carpenter** reported that she had met with Scot on the Agenda, and about the commentary education pieces. Kristin also sat in on the Lunch with the CEO, there was a lot of good information provided for that.
2. **CEO’s Report** ~ Scot Mitchell, CEO reported that the written CEO report

is in the packet. Scot read a Paul Harvey story to the Board about what it would look like if a grocery store was run like a hospital. It was refined to fit CCMC, and Scot also presented this at City Council to help explain why a hospital is so different from other businesses.

- 3. Finance Report** ~ Lee Holter, CFO reviewed the December 2017 Financials. A few highlights were, Cash is up, AP is up, City loan is up. Supplemental information about AVEC and the Dashboard for December were handed out at the meeting, as was a preliminary financial statement for January 2018
- 4. Nursing Report** ~ Tammy Pokorney, CNO summarized the Nursing report that was in the packet. A few highlights from the Nursing Department Report are that by summer we're hoping to be down to 2 travelers rather than the six we have now, we are hiring an RN for the Clinic, and PCC will be live next week.
- 5. Quality Improvement Report** ~ Tammy Pokorney, CNO reported to the board that the Quality Report is in the packet.
- 6. Sound Alternatives Report** ~ Lykia Lorenz, Executive Director for Sound Alternatives reported that her report is an overview of the program. She has spent her time so far observing and getting familiar with our staff and programs. We brought in consultants to help bring her up to speed, along with performing a department wide assessment. And what we've found is that we need to reset. We found that we're providing excellent patient care, however there are some rules and standards that weren't kept up on. As we reset we're looking at what programs and services we can expand on.

**G. CORRESPONDENCE** ~ None

**H. ACTION ITEMS** ~ None

**I. DISCUSSION ITEMS**

**1. Board – Staff Communication**

Scot Mitchell spoke to the board regarding the attorney's suggestions on amending the existing board-staff communication policy. The attorney will be coming to Cordova after the local elections to provide training to the boards and it was suggested that amending the current policy should wait until after the board training.

**2. Costs Involved with Visiting Specialists**

Scot Mitchell explained in further detail the current process for specialists to come to CCMC to provide their service and how their time and service is billed and who is billing for those services, along with the costs to CCMC.

**3. Strategic Plan**

**Scot Mitchell** reminded the Board of the Strategic Plan on the Focus and Execute site, and asked if the board had any questions. Scot reported that he would like to use this time during the meetings to review the Strategic Plan and

the process that we are using. We will have a Worksession with the Board on the Strategic Plan in a few months once staff is ready with their recommendations.

**J. AUDIENCE PARTICIPATION - None**

**K. BOARD MEMBERS COMMENTS**

**Carpenter** ~ It's great to have real data, but it's a little overwhelming sometimes. I'm looking forward to the Electronic medical records.

**Hawxhurst** ~ I think everybody is working really hard, you're doing a really good job Scot. And I appreciate the clarification on the Sound Alternatives side.

**Wiese** ~ Good job with the evacuation, and I also want to say that I'm sorry that I won't be able to stay on the board. Thank you Scot for getting me up to speed on things.

**Horton** ~ I like what I'm seeing with everyone helping. I'd like to see a little more information get out there to the public, I'd like to see more people come to the meetings. And I appreciate all of the hard work.

**L. EXECUTIVE SESSION**

**1. Pursuant to AS 44.62.310 Executive Sessions; please see reason #3.**

**M/Hawxhurst S/Wiese** "I move to go into Executive Session for matters which by law, municipal charter, or ordinance are required to be confidential and matters involving consideration of governmental records that by law are not subject to public disclosure."

The Board entered into the Executive Session at 7:55pm

The Board came out of Executive Session at 8:35pm

**M. ADJOURNMENT**

**M/Hawxhurst S/Wiese** "I move to adjourn the meeting."

**Carpenter** declared the meeting adjourned at 8:36pm.

**Prepared by: Faith Wheeler-Jeppson**