



AGENDA
CCMC AUTHORITY BOARD OF DIRECTORS
CCMC CONFERENCE ROOM ALSO VIA TELECONFERENCE
AUGUST 27th 2020 at 6:00PM
REGULAR MEETING

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

Board of Directors

Greg Meyer exp. 3/22
Kelsey Hayden exp. 3/23
Linnea Ronnegard exp. 3/21
Gary Graham exp. 3/21
Craig Kuntz exp. 3/21

CEO

Hannah Sanders, M.D.

OPENING: Call to Order

Roll Call – Greg Meyer, Linnea Ronnegard, Gary Graham, Kelsey Hayden and Craig Kuntz.

Establishment of a Quorum

A. APPROVAL OF AGENDA

B. CONFLICT OF INTEREST

C. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

(Speaker must give name and agenda item to which they are addressing.)

1. Audience Comments (limited to 3 minutes per speaker).
2. Guest Speaker
3. Letter from Barbara Jewell

PGS 1-2

D. APPROVAL OF MINUTES

1. 6-25-2020 Regular Meeting Minutes
2. 7-30-2020 Regular Meeting Minutes

PGS 3-5

PGS 6-8

E. BOARD DEVELOPMENT - None

F. REPORTS OF OFFICERS OR ADVISORS

1. Board Chair Report
2. CEO Report
3. CFO Report
4. CNO Report

PGS 9-10

PGS 11-12

G. DISCUSSION ITEMS - None

H. ACTION ITEMS

1. Delineation of Privileges for Hope Beatte, MD

PG 13

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 jurisdiction of the Board and are appropriate for discussion in an open session.

J. BOARD MEMBERS COMMENTS

K. EXECUTIVE SESSION

L. ADJOURNMENT

Due to COVID-19, we ask that you not come to CCMC to attend Board meetings in person. If you are interested in calling in to the meeting, please call 424-2400 and the participant ID is 840432.

For a full packet, go to www.cityofcordova.net/government/boards-commissions/health-services-board

*Executive Session: Subjects that may be considered in executive session are: 1) Matters, immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity; 2) Subjects that tend to prejudice the reputation and character of any person, provided that the person may request a public discussion; 3) Matters which by law, municipal charter, or ordinance are required to be confidential; 4) Matters involving consideration of governmental records that by law are not subject to public disclosure; 5) Direction to an attorney or labor negotiator regarding the handling of specific legal matters or labor negotiations.

From: Barb Jewell <jewell@ctcak.net>
To: CCMCBoardSeatA@cdvcmc.com, CCMCBoardSeatB@cdvcmc.com,
CCMCBoardSeatC@cdvcmc.com, CCMCBoardSeatD@cdvcmc.com,
CMCBoardSeatE@cdvcmc.com
Cc: hsanders@cdvcmc.com
Sent: Tue, 07 Jul 2020 01:25:03 -0400 (EDT)
Subject: Last Work session

Hospital Authority Board Members,

I appreciate that the Board held a public work session last week on the current conversation about the state of CCMC and NVE's collaboration. I appreciate the work to become more transparent about what is happening regarding the status of ownership of the hospital, and of the new Board Members work to learn more about the process and current status.

I am concerned that once again, no written information was provided; information that would have been helpful to the Board and to the public in general. Most members of the general public cannot be available at noon on a work day and as such have to rely on the written record, both to know what is going to be discussed (which often determines if they should attend) and what has been discussed. Hospital Board Minutes, like most board minutes, are often vague and limited in detail so written reports on the status of activities are the best way to communicate about progress on activities.

I was also grateful for Board Member Hayden's question about her role in the current environment. That is an important question for a publicly elected Board Member to constantly be asking themselves.

I am concerned with the Board Chair's answer. He stated that the Board member's role at this time is to be informed and aware. He stated that the City Council is in charge of all of this process and could disband the Hospital board at any time so the Hospital Board should just step back and take direction from the City Council. To my knowledge, the disbanding of the Hospital Authority Board would take place only under certain circumstances, such as the sale of the hospital. I do not have a complete understanding of this however, I do not believe that it could take place simply because the City Council disagrees with the actions of the Hospital Authority Board. The Hospital Authority Board is elected by the community in a public process and was set up that way because the City did not want to be the Governing Board. I would encourage you to explore these issues. In addition, I expect that my elected public officials not only work to be informed about the issues but to inform the conversation and to advocate for the best interest of the institution they are elected to represent. Balancing the budget is the City Council's responsibility. Advocating for CCMC and the patients CCMC serves (basically the whole community) is the Hospital Authority Board's responsibility.

A couple of other points:

CCMC is already a part of the Pharmacy 403B plan. It is what allowed CCMC to operate the pharmacy with a profit and why Scott pursued establishing the pharmacy within the hospital.

Ilanka seems to have just as much difficulty obtaining qualified providers so I am not sure that there is a specific benefit IHS provides in terms of recruiting providers. I have heard that there is a benefit but I have not seen it actually happen. Again another issue to be explored and ensured in any negotiations.

While I have heard a lot about NVE and IHS establishing the value of the hospital, I am wondering what the city's appraisal indicates. The Board Chair used a real estate analogy during the work session. While I do not agree that this is akin to a real estate deal (CCMC is a public asset including both physical property and business assets), if I am selling my house, I do not rely on the purchasers'

determination of value but have obtained an independent appraisal as well as comps to set my price. If there has been a determination, it seems that the Board and the public should be made aware of the process for that determination and the value.

I do not know the answer to whether or not the sale of CCMC is the best answer, or if some collaboration between the City and the Native Village of Eyak would be the best answer. What I am concerned about is the lack of transparency, the lack of information and the lack of the big picture questions in the conversation. I urge the Board to be asking the question: How do we ensure the best quality of care and the best access to quality health care for Cordovans for the next 100 years? That is the question I wish the Board as a whole was asking at this time.

Thank you for your service.

Barb Jewell

Minutes
CCMC Authority – Board of Directors
CCMC Admin Conference Room
June 25, 2020 at 6:00pm
Regular Meeting

CALL TO ORDER AND ROLL CALL –

Greg Meyer called the Board Meeting to order at 6:00pm.

Board members present: **Greg Meyer, Linnea Ronnegard, Craig Kuntz, and Kelsey Hayden (arrived at 6:05pm).**

A quorum was established. 3 members present.

CCMC staff present: Dr. Hannah Sanders, CEO; Kelly Kedzierski, CNO; Eric Price, CFO; Tamara Russin, Director of Ancillary Services; Mariesa Woods, Business Office Manager; Barb Jewell, Behavioral Health Program Manager, Vivian Knop, Materials Management, Kim Wilson, Human Resources Manager and Faith Wheeler-Jeppson, Executive Assistant to the CEO.

A. APPROVAL OF AGENDA

M/Kuntz S/Ronnegard "I move to approve the Agenda as amended."

Meyer - yea, Kuntz - yea, Ronnegard - yea, Hayden - absent, Graham - absent
3 yeas, 0 nay, 2 absent; Motion passed.

B. CONFLICT OF INTEREST ~ None

C. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

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

D. APPROVAL OF MINUTES

1. **May 28, 2020 Regular Meeting Minutes**

M/Kuntz S/Ronnegard "I move to approve the May 28, 2020 Regular Meeting Minutes."

Meyer - yea, Kuntz - yea, Ronnegard - yea, Hayden - yea, Graham – absent

E. BOARD DEVELOPMENT ~ None

F. REPORTS OF OFFICERS and ADVISORS

1. Board Chair report – I would like to see if we have something that we can send out to the donors as a formal Thank You. I have been meeting with Bert pretty regularly, let me know if you guys want to have a Worksession so I can get you up to speed on what's going on.
2. CEO Report – Dr. Sanders reported that her CEO report is in the packet and she is happy to answer any questions the Board might have for her. She thanked Greg for the suggestion on the Thank You, and Dr. Sanders let him know that we have cards and pictures. Our staff has huge lists of task that their already taking care of and task saturation is something that I want to take a look at.

3. CFO Report – Eric stated that everyone has his report, he highlighted a few things on page 6 and 7. We are going through some more transition, our Business Office Manager has resigned and is done this week, so we will be posting that position again in the next 90 days or so. Also, last month there were quite a few questions on the collections policies, in the month of May we added two new charge codes so you'll start seeing those adjustments on the balance sheet more in July and August.
4. CNO – Kelly reported that her reports are in the packet and she is available to answer any questions the Board may have for her. We have a few more travelers on staff, we need to be prepared in the event that COVID erupts in Cordova.

G. DISCUSSION ITEMS

1. Board Communication Policy

Dr. Sanders reported that there is a copy of the original CCMC Board Communications Policy in the packet for reference should the Board decide that they would like to draft a Board Communications Policy, this may give some language to start from.

2. COVID Response

Dr. Sanders reported that since Covid has started we've put this in as a placeholder in our meetings. The City EOC and the Medical Response Team has been updating the community. Everyone is aware that currently we have three active cases, it looks like it is very contained so it will be a very small issue at Ocean Beauty. There isn't anything pending from the COVID side of things.

H. ACTION ITEMS

1. COVID Preparation Capital Projects Section 1

M/Hayden S/Ronnegard "I move that the CCMC Authority Board of Directors approve the COVID Preparation Capital Projects Section 1 for a total of \$308,161.31."

**Meyer - yea, Kuntz - yea, Ronnegard - yea, Hayden - yea, Graham - absent
4 yeas, 0 nay, 1 absent; Motion passed.**

2. COVID Preparation Capital Projects Section 2

M/Kuntz S/Hayden "I move that the CCMC Authority Board of Directors approve the COVID Preparation Capital Projects Section 2 for a total of \$650,000."

**Meyer - yea, Kuntz - yea, Ronnegard - yea, Hayden - yea, Graham - absent
4 yeas, 0 nay, 1 absent; Motion passed.**

3. COVID Preparation Capital Projects Section 3

M/Hayden S/Ronnegard "I move that the CCMC Authority Board of Directors approve the COVID Preparation Capital Projects Section 3 for a total of \$247,000."

**Meyer - yea, Kuntz - yea, Ronnegard - yea, Hayden - yea, Graham - absent
4 yeas, 0 nay, 1 absent; Motion passed.**

I. AUDIENCE PARTICIPATION

J. BOARD MEMBERS COMMENTS

Meyer – Email Faith if you would like to have a Worksession and tell her what your availability is. Other than that, thank you, thank you, thank you.

Ronnegard – Thank you everybody

Kuntz – Thank you for all of your hard work.

Hayden – Great to have good projects at the hospital and everyone is working so hard and it has not gone unnoticed. And Greg, I would be interested in having a Worksession.

K. EXECUTIVE SESSION

1. Randall Draney Incentive Compensation

6:45pm **M/Kuntz S/Ronnegard** to go into Executive Session for matters, immediately knowledge of which would clearly have an adverse effect upon the finances of the public entity such as Randall Draney's Incentive Compensation.

L. ADJOURNMENT

M/Hayden S/Ronnegard "I move to adjourn"

Greg Meyer declared the meeting adjourned at 7:15pm.

Prepared by: Faith Wheeler-Jeppson

Minutes
CCMC Authority – Board of Directors
CCMC Admin Conference Room
July 30, 2020 at 6:00pm
Regular Meeting

CALL TO ORDER AND ROLL CALL –

Greg Meyer called the Board Meeting to order at 6:00pm.

Board members present: **Greg Meyer, Linnea Ronnegard, Craig Kuntz, and Kelsey Hayden.**

A quorum was established. 4 members present.

CCMC staff present: Dr. Hannah Sanders, CEO; Kelly Kedzierski, CNO; Eric Price, CFO; Tamara Russin, Director of Ancillary Services; Barb Jewell, Behavioral Health Program Manager, and Faith Wheeler-Jeppson, Executive Assistant to the CEO.

A. APPROVAL OF AGENDA

M/Kuntz S/Hayden "I move to approve the Agenda as amended."

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

B. CONFLICT OF INTEREST

1. Craig Kuntz disclosed that he had had a phone conversation with Barb Jewell about CCMC strategic planning.
2. Kelsey Hayden disclosed that she had had a phone conversation with Barb Jewell as well.

C. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

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

D. APPROVAL OF MINUTES ~ None

E. BOARD DEVELOPMENT

1. A three page document from Trustee Insights on what the board's role is in crisis recovery. The highlights spoke to fostering healing, focusing on safety and quality, expressing gratitude, ensuring an appropriate assessment of the organizations response to the crisis, rebuilding community trust and confidence, support the work toward financial recovery, leverage community connections for philanthropic donations, and advocating again and again.

F. REPORTS OF OFFICERS and ADVISORS

1. Board Chair report – Greg stated that he doesn't have anything to report, I am looking at the packet and see that you all are hard at work and we appreciate it.
2. CEO Report – Dr. Sanders report is in the packet, a few highlights from the report are: in regards to the Strategic Plan covid has been occupying our minds and it has also created an opportunity for change and how we can adjust some of our services. As you all have heard by now, we had our unannounced covid infection control survey

and our surveyor Mary didn't identify anything that put us out of compliance. I am very proud of the staff for that. Our Facilities group that's Malvin, John, and Jeff have really stepped up to the plate this year. They have helped the city and they've helped us to develop alternate care sites including the little chapel, all while still doing everything else that they do to keep our building functioning.

3. Medical Director Report – I will be mentoring Dr. Gloe into the Medical Director role after he gets here and gets familiar with our systems. And Dr. Woelk is the Trauma Director.

The Board and Dr. Sanders had a conversation regarding the COVID supply chain, testing equipment, our current level of covid resources, striving for a Level 4 Trauma Certification and the ACS phone upgrade.

4. CFO Report – Eric reported that there were a bit of challenges getting the financials out this month. We went through accounts over 12 months and adjusted them. Eric reported his findings as to the main causes for non-payment. Greg suggested that at some point we should take a look at our Charity and Bad Debt.
5. CNO Report – Kelly reported that her reports are in the packet, and that she is available to answer question that they may have.
6. Ancillary Services Quarterly Report – Tamara reported that then Clinic numbers appear to be down about 20%. But the Clinic is still able to offer the services that school aged kids may need, we are sending out letters to our regular patients so that they're aware. The Lab has been a very busy place lately as you can well imagine there is lots and lots of testing going on. And the upgrade in Radiology to digital has been completed.
7. Sound Alternatives Quarterly Report – Barb reported that her quarterly report is in the packet. A few additional items to mention is that our temporary clinician arrives in a week, she is currently in isolation and completing on-line training. I also wanted to say that I appreciate the boards efforts to approve the privileges for the doctors from Alaska Regional, those folks are newly contracted to provide Telepsychiatry out-patient and in the ER as needed.

G. CORRESPONDENCE ~ None

H. DISCUSSION ITEMS ~ None

I. ACTION ITEMS

1. Delineation of Privileges for Paul Gloe III, MD

M/Hayden S/Ronnegard "I move that the CCMC Authority Board of Directors approve the Delineation of Privileges for Paul Gloe III, MD as presented."

**Meyer - yea, Kuntz - yea, Ronnegard - yea, Hayden - yea, Graham - absent
4 yeas, 0 nay, 1 absent; Motion passed.**

2. Delineation of Privileges for Andrew Moran, MD

M/Kuntz S/Hayden "I move that the CCMC Authority Board of Directors approve the Delineation of Privileges for Andrew Moran, MD as presented."

**Kuntz - yea, Ronnegard - yea, Hayden - yea, Meyer - yea, Graham - absent
4 yeas, 0 nay, 1 absent; Motion passed.**

3. Delineation of Privileges for Alaska Regional Telehealth

M/Hayden S/Ronnegard "I move that the CCMC Authority Board of Directors approve the Delineation of Privileges for Kevin Carmen, MD; Christine Charles, MD; Michelle Denault, MD; Venkata Diddi, MD; Suzanne Newman, MD; Stefani Parrisbalogun, MD; Sara Peuning, MD; Ali Samee, MD; Michele Siegele, MD; Ashley Smith, MD; and Daron Watts, MD as presented."

**Ronnegard - yea, Hayden - yea, Meyer - yea, Kuntz - yea, Graham - absent
4 yeas, 0 nay, 1 absent; Motion passed.**

J. AUDIENCE PARTICIPATION

Barb Jewell 2.2 Mile Whitshed Road read an email aloud that she had previously sent to the Board members.

The Board thanked Barb Jewell for writing the letter.

K. BOARD MEMBERS COMMENTS ~None

L. EXECUTIVE SESSION ~ None

M. ADJOURNMENT

M/Kuntz S/Ronnegard "I move to adjourn"

Greg Meyer declared the meeting adjourned at 7:01pm.

Prepared by: Faith Wheeler-Jeppson

CEO Report Board Meeting August 2020

CCMC continues to work hard to support the community of Cordova. We have officially changed our name from Cordova Community Hospital to Cordova Community Medical Center. This historic name change that was not officially recorded, has impacted several departments in our facility for many years. At some point multiple DUNS numbers were generated (one with each name). This has prevented us from being able to register the CCMC named DUNS with SAM.gov and thus has impacted our ability to obtain federal grants. The name discrepancy has created errors between commercial and federal payers which ultimately results in some claims not being paid. We are putting time and effort into correcting these discrepancies to ultimately improve our funding and billing our processes, which will enable us to have improved hospital finances.

Services:

LTC: we continue to monitor pandemic risk and regulatory guidance to ensure LTC resident safety.

ER/ Hospital: Volumes decreased from previous years likely due pandemic and change in personal behaviors as well as the presence of nurse practitioners at fish processing plants.

Clinic: We are working to get back to school physicals completed. Planning for how to provide care going into the fall respiratory illness setting in the setting of the pandemic. We are also planning for flu immunization clinics to help minimize risk of flu this fall.

Sound Alternatives: We are continuing to see patients via tele service. Starting to plan for continued operations in the future to offer both in-person and remote tele services.

Occupational therapy: This is a line of service that we previously had and are working to redevelop. We are looking to hire an occupational therapist that can work with our acute, LTC and outpatients in the community.

Quality:

We recently got notification that Vivian Knop has been awarded the 2020 Quality Safety Frontline Staff award. This award recognizes an individual or team at an Alaska hospital or nursing home that has demonstrated above and beyond safety-related performance in the workplace.

CCMC Covid Response:

Tamara Russin has led the clinical team that includes Olivia Moreno, Christinne Esguerra, Laura Henneker and often Gladah Hicks. This team has pivoted to telehealth and car visits to protect our patients and our staff during the pandemic. Tamara has also worked behind the scenes for testing. She has helped to create a seamless and incredible easy process for the community to obtain testing. Tamara has developed and created Covid policy for the clinic and telehealth. She has always put incredible effort into supporting our hospital and maintained a sense of calm and composure that our facility has needed during this time.

To: CCMC Authority Board of Directors
From: Kelly Kedzierski, RN
RE: August 2020 Nursing Update

- Staffing:
 - We have 4 permanent nursing staff and 5 traveler nurses.
 - We had a slight delay due to COVID-19 but we are still hoping to be able to get the C.N.A. class participants some clinical hours so they are ready to take their board exam.
- Census:
 - LTC census is 10. Currently, we have 0 swing beds occupied.
- The ongoing challenges:
 - One of the biggest challenges as of now is visitation for the LTC residents and their families. Unfortunately in person visits have not resumed yet here at CCMC because of COVID-19, and we will continue to follow the CMS guidelines on this. We are balancing safety with connection and making every effort to keep families connected. We are taking the residents out for rides for visits with loved ones. The residents enjoy seeing their loved ones through the window of the van, as well as through Zoom meetings, Face time calls, and hearing their loved ones voices through regular phone calls as well.
 - We have added patient observers to the LTC side.

Kelly Kedzierski, RN

CNO

To: CCMC Authority Board of Directors
From: Kelly Kedzierski, RN
RE: August2020 Quality Improvement Report

Quality Improvement

The CCMC team is continuously and consistently working hard to build a healthcare system that focuses on keeping our community healthy, provides appropriate and timely access to excellent healthcare, and provides the right care, at the right time, in the right place, all the while promoting focused improvement.

The last Quality meeting was held on June 15th, 2020 where we discussed:

- Working on Process Improvement Projects in each department.
- Environmental services personnel are actively and aggressively cleaning floors, walls, door handles, and all high touch surface areas throughout the entire building.
- Being Survey Ready
- Environmental Care rounds ongoing

Our next Quality meeting will be held on August 26, 2020.



Memorandum

To: CCMC Authority Board of Directors

From: Hannah Sanders, MD CCMC CEO

Subject: Approval of Delineation of Privileges for Hope Beatte, MD

Date: 08/20/2020

Suggested Motion: “I move that the CCMC Authority Board of Directors approve the Delineation of Privileges for Hope Beatte, MD as presented.”

November 2020

◀ October

December ▶

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
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| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 Thanksgiving | 27 Holiday Off | 28 |
| 29 | 30 | | | | | |

| December 2020 | | | | | | |
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| ◀ Nov 2020 | | | | | | Jan 2021 ▶ |
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| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 Christmas Eve | 25 Christmas | 26 |
| 27 | 28 | 29 | 30 | 31 New Years Eve | | |