

**CHELAN COUNTY PUBLIC HOSPITAL DISTRICT No. 2
LAKE CHELAN COMMUNITY HOSPITAL
MEETING OF THE GOVERNING BOARD**

**October 27, 2015 – LCCH BOARD ROOM
1:32 PM – 3:07 PM**

MEETING MINUTES

CALL TO ORDER

Mary Signorelli called the meeting to order at 1:32 p.m.

Members Present:

Jim Wall, Commissioner
Mary Signorelli, Vice Chairman
Phyllis Gleasman, Secretary
Fred Miller, Commissioner

Members Not Present:

Tom Warren, Chairman

Others in Attendance:

Kevin Abel, CEO
Vickie Bodle, CFO
Brad Hankins, COO
Francisca Ferrell, Community Member
Rose Olcott, Go Lake Chelan

Mary Murphy, Community Member
DeLynn Barnett, Human Resources Director
Carol Velasquez, CNO
Diane Witsil, Exec Assist to CEO

REVIEW OF MISSION:

- Our Mission is to provide patient-centered, quality healthcare with compassion and respect.

OTHER BUSINESS:

- Friday, October 30th @ 12:00 is our Halloween Potluck. All board members are welcome.

CONSENT AGENDA:

It was m/s/c to approve the Consent Agenda as presented:

1. Board Minutes of September 22, 2015
2. Financial & Business Office Report
3. Vouchers/Warrants; \$784,352.09, in payroll direct deposits; \$1,236,140.68. Write offs: \$82,996.13 in bad debt, Charity Care: \$23,087.44, Bankruptcy: \$0.00, with combined total of \$106,083.57.
4. Policies and Procedures
 - Dental Services (CAH)
 - Employment Disciplinary Procedures
 - Employment of Volunteers
 - Hours of Work, Call & Call Back
 - Hospital Parking Regulations (CAH)
 - Board of Commissioners Continuing Education (CAH)
 - Screening, Brief Intervention & Referral for Alcohol / Substance Abuse for Trauma Patients
 - Training & Education of Health Care Workers
 - Unprofessional Conduct Policy
 - BH – Medical Incident Reporting
 - Continuing Education Requirements

Consent Agenda Motion: P. Gleasman / Second: J. Wall & approved by Board of Commissioners.

- Budget Presentation - Vickie Bodle, CFO

- We are budgeting for a 2.9% net income and a proposed capital budget of \$600,000. The Senior Team ranked and sorted the departments' requests according to the established criteria and Fred has reviewed the proposed budget.
- Vickie discussed the operating budget provided in the Board packet in detail. Economic forecasts from Hay Group. PricewaterhouseCoopers Health Research Institute. CPI, and historical information. The overall proposed budget includes:

➤ Net Operating Revenue	\$25,914,210
➤ Total Expenses	\$26,382,040
➤ Non-Operating Revenue	\$1,251,108
➤ Net Income	\$783,278

- **340B Pharmacy Presentation – Vickie Bodle, CFO**
 - The 340B Drug Pricing Program requires drug manufacturers to provide outpatient drugs to eligible health care organizations/covered entities at significantly reduced prices. Board consented to continue with the investigative research in this program.
Motion: F. Miller / Second: J. Wall & approved by Board of Commissioners
- **3rd Quarter Quality Dashboard – Carol Velasquez**
 - The quality indicators improved over 2nd quarter. The hospital is doing well in all aspects of the dashboard. Two areas in the yellow were: Hospital falls w/ injury per 1000 patient care days at .8; and medication reconciliation @ 80% with our target at 90%.

STATE OF THE HOSPITAL REPORTS

- **Operating Report – Brad Hankins, COO**
 - The server room project is complete, except for final placement of the equipment racks. The laundry room was moved back yesterday. The Bragg room and laundry closet are back to their original functions.
 - The next major projects are the CT room remodel and sterile compounding room project.
 - Fall cleanup work continues on the outside of the building
- **Outpatient**
 - In September LCC set monthly records for encounters at 1,982, average daily encounters at 19.9 and primary care gross charges.
 - Last month's Fun Run had 183 participants, up from 121 last year.
 - Our September regional Behavioral Health meeting was well attended with representatives from both schools, Catholic Family, SAGE, CVCH, Confluence and one independent provider. Additional providers in Outpatient Behavioral Health will soon be increasing with a provider from Catholic Family in November.
 - We are actively recruiting for a Nurse to work with Dr. Bradley.
- Dan Campbell is covering Dr. Guffey this week, this is the first time we have used a fill in provider to cover a vacationing primary care physician. By utilizing Dan for coverage we should gain 30-40 provider days per year.
- **Quality & Patient Safety – Carol Velasquez, CNO**
 - In September, there were no reported medication errors on Med-Surg. or Sanctuary. There was one Medication error in the ED.
 - For transfusion review, ten units were typed and cross-matched, and six units were transfused, for a C:T ration of 1.7:1. The transfusions met criteria, and there were no transfusion reactions.
 - There were four, non-billing related, patient or family concerns reported in September.
 - The Patient and Family Advisory Council initialed the "Go Shadow" program where a council member has volunteered to be the first to shadow a patient.
- **Patient Care Services –**
 - In Nursing, one of our full time OB nurses is going per diem in December, so we are posting for a full-time night position.
 - With the generous support of the Foundation, three nurses are attending instructor training on non-violent crisis prevention and intervention. They will be training our caregivers after their return.
 - Todd Garrett, CRNA, provided relief coverage for David Ellis two weeks ago, and Matt Mullinix is here this week to do the same.

- Our HoverMatts® have arrived and we have begun educating caregivers on the appropriate use and will be deploying these within two weeks.
- **Chief Financial Officer – Vickie Bodle, CFO**
 - September financial statements closed with net income at (\$56,221) for the month and \$633,516 for the year.
 - AR days 62.2 with hospital and clinic.
 - The CMS Cost Report for the year ended 2013 settled in LCCHC’s favor for \$653,064 which we received October 12th.
- **Chief Executive Officer –Kevin Abel, CEO**
 - **International Classification of Diseases (ICD I0)** – The ICD–10 implementation on October 1st went well. LCCHC has been able to bill with only some minor issues with the system. Kevin expressed that HIM, financial, and clinical implementation teams did a great job of preparing the organization for the implementation.
 - **Safety Grant** – Coverys provided LCCHC a \$10,000 grant to improve patient safety, promote healthy lifestyles and support healthcare services.
 - **Dr. Tabettha Hale Bradley** – Dr. Bradley signed the general surgery contract and will be starting January 4. A nurse for Dr. Bradley is being recommended as a part of the 2016 budget to support her practice.
 - **Dr. Maxwell** – Dr. Maxwell, a radiologist has become credentialed at LCCHC and will be doing some therapeutic and diagnostic injections as a part of his practice. He is an independent physician but has requested that LCCHC work as a billing agency for the services provided. LCCHC will incorporate a billing fee for doing the work as a part of the agreement.
 - **WSHA Conference** – Tom and Kevin attended the Annual WSHA Meeting October 7th and 8th. Topics of focus included the impact of social media on healthcare, the Medicaid Transformation Waiver, the integration of family practice and behavioral health, and the impacts of recent clinical research on patient care. One takeaway we are currently working on that the meeting outlined is the methods used by others on the integration of behavioral health and family practice through the sharing of medical records.
 - **Accountable Communities of Health Board** – Enclosed in the board packet are two updates from the Washington-State Healthcare-Authority-on-Section 1115-Medicaid-Waiver. This would impact our Apple Health (Medicaid) processes which comprised 20.7% of our payer mix in 2014. Note this is a proposed waiver that is slated for approval or denial in April of 2016 and will have a five year test and evaluation period to determine whether to continue or not.
 - **Strategic Planning Meeting** – Reminder to mark your calendars for the November 12th strategic planning meeting.

OLD & NEW BUSINESS

- **Action Items:** It was m/s/c to approve

A. Action Items: Action Items:

1. Resolution

Res. # 556 2016 Budget

Action Items Motion: P. Gleasman / F. Miller & approved by Board of Commissioners

2. Credentialing:

Todd Garrett, CRNA	Provisional Appt.	Certified Nurse Anesthetist
Dany Campbell, PA-C	Provisional Appt.	Family Medicine
Kevin Morris, DPM	Initial Appt.	Podiatry
Keri Bergeson, MD	Initial Appt.	Family Medicine
Jennifer Snyder, M.D.	Initial Appt.	Family Medicine
Megan Guffey, M.D.	Initial Appt.	Family Medicine
Stanley Lue, M.D.	Re-appointment	Swedish – Tele Stroke

Action Items Motion: P. Gleasman / F. Miller & approved by Board of Commissioners

MEETING ADJOURNED:

- Meeting adjourned @ 3:07 P.M.

Submitted:

Shyllie L. Gleason
Board Secretary

11/30/2015
Date

Attest:

Kevin Abel
Kevin Abel, CEO

11-24-2015
Date