

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

**December 15, 2015 – LCCH BOARD ROOM
1:35 PM – 3:12 PM**

MEETING MINUTES

CALL TO ORDER

Tom Warren called the meeting to order at 1:35 p.m.

Members Present:

Tom Warren, Chairman
Mary Signorelli, Vice Chairman
Fred Miller, Commissioner
Phyllis Gleasman, Secretary

Members Present by Phone:

Jim Wall, Commissioner

Others in Attendance:

Kevin Abel, CEO
Vickie Bodle, CFO
Brad Hankins, COO
Arlene Abbot, Executive Director, Foundation
Rose Olcott, Go Lake Chelan
Karl Jonasson, EMS Director
Cathy Fedor, Heritage Heights Board Member
Army Forney, Community Member
Amanda Ballou, Heritage Heights Administrator

Mary Murphy, Community Member
DeLynn Barnett, Human Resources Director
Carol Velasquez, CNO
Diane Witsil, Exec. Assist to CEO
Jeri Dion, Business Office Manager
Lee Tinsley, Utilization Review
Elmira Forney, Community Member
Celeste Thomas, Marketing
Jane Jedwabny, Sanctuary Director

REVIEW OF MISSION:

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

OTHER BUSINESS:

- Elmira Forney asked the Board questions regarding potential construction projects. The Facility Steering Committee will be coming back to the board with updates first quarter of 2016.

CONSENT AGENDA:

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

1. Board Minutes of November 24, 2015
2. Financial & Business Office Report
3. Vouchers/Warrants: \$634,344.74, in payroll direct deposits; \$410,749.77. Write offs: \$229,768.38 bad debt, Charity Care: \$33,126.97, Bankruptcy: \$0.00, with combined total of \$262,895.35.
4. Policies and Procedures
 - Scope of Service Policy (CAH)
 - PTO Payout Request Policy
 - AcuSinQ Policy & Procedure
 - Identification of Newborn
 - Governing Board Bylaws Policy (CAH)
 - Changes in Patient Condition (Chain of Command)
 - Daily Care of Infant

Consent Agenda Motion: P. Gleasman / Second: F. Miller & approved by Board of Commissioners

- Heritage Heights Planning – Amanda Ballou, Administrator

- Amanda Ballou presented an update on Heritage Heights planning. She reviewed four options including high acuity assisted living, memory care, Green House, and PACE. Heritage Heights is initially looking at high acuity assisted living which would require additional staffing and minor facilities changes.

- **Sanctuary Update -- Jane Jedwabny, Director**
 - The Sanctuary received a score of 96% out of a 100% on their Department of Health Survey in July.
 - The opiate trends across Chelan County has increased from 2004 – 2013 and state wide rates of deaths attributed to any opiate have increased to a rate of 8.6 per 100,000.
 - Our dual diagnosis chemical dependency program accepts Medicare and has a high occupancy average.
- **Link4Health – Ross Hurd, CIO**
 - The Washington State Health Care Authority is requiring by February 1, 2017, provider organizations with Apple Health enrollees must begin submitting clinical summaries to Link-4-Health after each visit. This will enable hospitals & clinics to have a patient’s medical record available from one facility to another. One Health Port is going to be the basis of the information exchange.

STATE OF THE HOSPITAL REPORTS

- **Operating Report – Brad Hankins, COO**
 - We are currently in the permitting process for the pharmacy sterile compounding and CT room projects with the DOH and City of Chelan.
 - A new camera is being added at the entrance to the second floor entrance.
- **Outpatient**
 - Third availables are at the lowest for the year which is 9.25 days last week and 6.25 days this week.
 - Primary care had record encounters in September, October and November with 1,912, 2,012, and 1,924 encounters respectively. November encounters were 548 above November 2014.
 - We have recruited a nurse for Tabetha Bradley, M.D. She has experience in inpatient, outpatient and in new provider starts.
 - Dr. Bradley will be back in Chelan on December 23, 2015 and will be starting the first week of January.
 - We are interviewing an orthopedic PA.
 - Centricity training has begun for Outpatient Behavioral Health providers, chart abstraction is complete and we remain on track for an integrated Outpatient Behavioral Health the first quarter of 2016.
 - We are upgrading clinical computer hardware in January 2016.
- **Quality & Patient Safety – Carol Velasquez, CNO**
 - There were no patient falls on any unit.
 - There were three, non-billing related, patient or family concerns reported in November.
 - The Patient & Family Advisory Council’s most recent discussion focused primarily on values based best practices.
- **Patient Care Services –**
 - Sheri Krupla has accepted the Clinical Informatics and Education Coordinator role. We are recruiting for the Manger of Med-Surg and OB position.
 - Deborah Mauro-Bender, CRNA, will be starting the first week in January.
 - Cindy Leonard, will be retiring from the lab after 17 years with Lake Chelan Community Hospital & Clinics.
- **Chief Financial Officer – Vickie Bodle, CFO**
 - November financial statements closed with net income at (\$205,714.51) for the month and \$303,554.24 for the year.
 - AR days 59.8 with hospital and clinic.

- **Chief Executive Officer –Kevin Abel, CEO**
 - **ED Provider** – Dr. Schafer is taking a position in Saudi Arabia. We are beginning the recruitment process for the ED provider position. Dr. Barstad will take the lead with the interview process.
 - **Medical Staff Elections** – The Medical Staff elected Dr. James Larsen, as Chief of Staff, Dr. Ty Witt as Vice Chief of Staff and Dr. Keri Bergeson as Secretary for 2016.
 - **Naumes Inc. Correction to Deed** - LCCHC received correspondence from Jeffers, Danielson, Sonn & Aylward, requesting that we sign a Correction to Deed in regards to two restrictions that were left off by Naumes, Inc. Danielle Marchant reviewed the changes for LCCHC and reported that it mainly consists of notice to be delivered to the school district related to any development application. Discussion has been postponed until January 26, 2016 meeting.
 - **North Central Accountable Community of Health (ACH)** – The North Central Accountable Community of Health board approved care transformation and population health improvement as two initiatives to begin work on. The ACH board is moving forward with hiring an executive director as well as conducting legal review of the proposed bylaws.
 - **Open Records Training** – The state auditors are reminding all public commissioners to be sure to update open records training every four years.

OLD & NEW BUSINESS

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

A. Action Items:

1. Resolution
Res. #562 Surplus

Action Items Motion: M. Signorelli / P. Gleasman & approved by Board of Commissioners

2. Credentialing:

Tabetha H. Bradley, M.D.	Initial Appointment	Surgery
Deborah Mauro-Bender, CRNA	Initial Appointment	Anesthesia
Karen Phillips, M.D.	Initial Appointment	Tele-Radiology
Bartscher, James F. M.D.	Initial Appointment	Tele-Stroke
Berg, William E., MD	Re-Appointment	Tele-Stroke
Ty Witt, M.D.	Re-Appointment	Gynecology
Alisa Camden- Diehl, M.D.	Moderate Sedation addition	
Kevin S. Critchlow	Student	Proctor: Dr. Harberd

Action Items Motion: P. Gleasman / M. Signorelli & approved by Board of Commissioners

MEETING ADJOURNED:

- Meeting adjourned @ 3:12 P.M.

Submitted:



Board Secretary

1/26/2016

Date

Attest:



Kevin Abel, CEO

1/26/2016

Date