

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

**February 24, 2015 – LCCH BOARD ROOM
1:30 PM – 2:35 PM**

MEETING MINUTES

CALL TO ORDER

Mary Signorelli called the meeting to order at 1:30 p.m.

Members Present:

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

Member Present By Phone:

Jim Wall, Commissioner

Others in Attendance:

Kevin Abel, CEO
Vickie Bodle, CFO
Jill Thompson, Manager Home Health
Tim Lemon, CCFD #7 Chief
Carol Velazquez – CNO
Les Cooper, Foundation President

Katherine Jerald – Foundation Executive
DeLynn Cook, HR & Risk Management
Larry Hibbard, Community Member
Celeste Thomas, Marketing
Karl Jonasson, Director EMS
Emmit Aston, Foundation Member

REVIEW OF MISSION:

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

OTHER BUSINESS:

- Emmit Aston announced that elections will be held at the annual meeting on March 5th.
- There was a proposed amendment to the Foundation Bylaws affecting terms of office. Officers cannot officiate more than two, three year consecutive terms (6 years). Vice President will be president elect.
- The “Healthy Lake Chelan Challenge” kick-off is Feb 26th & 27th. Chelan Fresh has co-sponsored the event. Over 100 people have pre-registered for the challenge.

CONSENT AGENDA:

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

1. Board Minutes of January 27, 2015
2. Financial & Business Office Report
3. Vouchers/Warrants; \$843,384.62, in payroll direct deposits; \$795,763.72. Write offs: \$163,821.69 in bad debt, Charity Care: \$85,309.53, Bankruptcy: \$0.00, with combined total of \$249,131.22.
4. Policies and Procedures
 - Outpatient Medication & Treatment Policy
 - Triage Policy
 - Cactus Smart Sink
 - Employee Reference Manual 2015
 - Chemicals for Cleaning Policy
 - Vital Signs Policy
 - Hazard Communication Program

SPECIAL REPORTS:

- **Annual Safety Report / Environment of Care Plan – Ray Eickmeyer**
 - Ray Eickmeyer shared his presentation on the 2015 Environment of Care report as required by the Department of Health.
 - The Board made a motion to approve the 2015 Environment of Care report and policy.

- **Patient and Family Advisory Council – Carol Velasquez, CNO**
 - Carol shared her presentation on the Patient & Family Advisory Council concept. The Patient & Family Advisory Council provides a mechanism to demonstrate our commitment to patient and family centered care which aligns with LCCH's values – relationships, integrity, compassion, and respect.

- **Home Health – Kevin Abel, CEO**
 - The Confluence Home Health Agency has agreed to acquire LCCH Home Health. They have committed to employing all the full time caregivers and are planning to maintain an office in Chelan. A draft contract with Confluence was reviewed.
 - The Board made a motion to approve the transfer of LCCH Home Health to Confluence Home Health Agency.

STATE OF THE HOSPITAL REPORTS

- **Operating Report – Brad Hankins, COO**
 - The DEXA machine for bone density scanning will move February 25th from the clinic to the hospital. The clinic space will be used for the orthopedic clinic.
 - LCC productivity in January resulted in 1870 RVU's, the second highest number of encounters.
 - The PT/OT makeover continues with completion anticipated at the end of next week.
 - Dr. Kevin Morris, DPM, continues adding patients to his clinic.
 - Looking at moving Dr. Witt to the clinic 1-2 days per week.

- **Quality Report & Patient Care Services – Carol Velasquez, CNO**
 - Quality and Patient Safety – In January, there were three medication errors, with no adverse effects. The Emergency Department had four returns within 48 hours. There were nine non-billing related concerns. Four of the nine patient or family concerns have been resolved to the patient's or family member's satisfaction.
 - Patient Care Services – The Lab is adding Hemoglobin A1C to our testing menu, which will provide more timely results for hospital and clinic patients.

- **Chief Financial Officer – Vickie Bodle, CFO**
 - January financial statements closed with net income at (\$58,333) for the month. The primary concern was deductions from revenue.
 - AR days 63.9.

- **Chief Executive Officer –Kevin Abel, CEO**
 - **Chelan Douglas Health District** – The Chelan Douglas Health District recognized Lake Chelan Clinic for an excellence in immunizations award.
 - **Medical Staff Elections** – Medical staff held elections appointing Dr. Harberd as Chief of Staff, Dr. Larsen as Vice Chief of Staff and Dr. Witt as Secretary.

OLD & NEW BUSINESS

- **Action Items:** It was m/s/c to approve
 - Resolutions
 - Res #547 - Maintenance Interlocal Agreement Chelan Co. Fire District #7
 - Credentialing:

Nathan Mustain, M.D.	Resident	CVCH – Keri Bergeson, M.D.
Emily Johnston, M.D.	Per Diem Employee	Emergency Department
Jannel Mikkleson, OT (Rynd)	Re-appointment	Occupational Therapy

MEETING ADJOURNED:

- Meeting adjourned @ 2:35 P.M.

Submitted:

Phyllis L. Gearsman
Board Secretary

3/25/2015
Date

Attest:

Kevin Abel
Kevin Abel, CEO

3-24-2015
Date