

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

**March 24, 2015 – LCCH BOARD ROOM
1:30 PM 2:43 PM**

MEETING MINUTES

CALL TO ORDER

Tom Warren called the meeting to order at 1:30 p.m.

Members Present:

Tom Warren, Chairman
Mary Signorelli, Vice Chairman
Fred Miller, Commissioner

Member Present By Phone:

Jim Wall, Commissioner

Member Not Present:

Phyllis Gleasman, Secretary

Others in Attendance:

Kevin Abel, CEO
Vickie Bodle, CFO
Larry Hibbard, Community Member
Judy Moser, Credit Services
Carol Velazquez – CNO

Katherine Jerald – Foundation Executive
DeLynn Barnett, HR & Risk Management
Tim Lemon, CCFD #7 Chief
Emmit Aston, Foundation Member
Karl Jonasson, Director EMS

REVIEW OF MISSION:

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

OTHER BUSINESS:

- Emmitt Aston shared the Foundation's election results: President – Les Cooper; President Elect – Dale Hoisington; Treasurer – Ed Brownfield Nelson; Secretary – Linda Parker; and Past President Ed Rauvola.
- Katherine Jerald shared the Foundation has \$88,000 available for college scholarships and the deadline is April 1st, 2015.
- Karl Jonasson shared information about the incident with the Orondo School Bus and Semi-truck.

CONSENT AGENDA:

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

1. Board Minutes of February 24, 2015
2. Financial & Business Office Report
3. Vouchers/Warrants; \$398,378.87, in payroll direct deposits; \$779,900.76. Write offs: \$197,579.14 in bad debt, Charity Care: \$36,484.04, Bankruptcy: \$2,209.82, with combined total of \$236,273.00.
4. Policies and Procedures
 - Patient Care Unit Controlled Substances Policy
 - Outpatient Medication & Treatment Policy
 - Burn Protocol

SPECIAL REPORTS:

- **Lake Chelan Community Apartments – Kevin Abel, CEO**
 - **Lake Chelan Community Apartments Compilation** – The 2014 compilation by Loveridge Hunt and Company was reviewed. The closing has been extended by a resolution to April 30, 2015, in case the Department of Commerce needs extra time to transfer the cash proceeds for the sale.
- **Lake Chelan Clinic Lab – Carol Velasquez, CNO**
 - The contract for Quest to provide laboratory services to Lake Chelan Clinic expires in May. We are finalizing a process to perform that service through the hospital laboratory. This would decrease turnaround time for lab results for our patients at the clinic improving customer service.
- **HCAHPS – Carol Velasquez, CNO**
 - Carol presented the HCAHPS for the past quarter, which consists of statistics, and comments from our patients regarding patient care. All numbers and indicators in the report support our mission. Overall HCAHPS percentages improved over last quarter.

STATE OF THE HOSPITAL REPORTS

- **Operating Report – Brad Hankins, COO**
 - **Rehab Department** – The work on the PT/OT gym is complete with small touch ups remaining.
 - **Orthopedics** - Maintenance has completed the plumbing in the old DEXA room at LCC, flooring is scheduled to be installed the week of April 6th and we are on track to have full time orthopedics at LCC on April 13th.
- **Outpatient**
 - **Dr. Morris** - Dr. Morris's clinic continues adding patients and the communication between our specialty clinic and his clinic has improved greatly.
 - **LCC productivity** - In February resulted in 1738 RVU's and 1424 encounters with 85 provider days. Our average daily encounters were 17 per provider.
 - **GYN** - We are currently working on creative scheduling that may allow Dr. Witt to move to LCC this spring.
- **Quality Report & Patient Care Services – Carol Velasquez, CNO**
 - **Quality and Patient Safety** –There were over 30 cases peer reviewed by an outside reviewer. Eight cases had opportunities for improvement identified, three had opportunities for improvement in documentation, and the remainder had no recommendations.
 - **Patient Care Services** –Applications for re-designation of Level III Stoke service and Level II Cardiac service have been submitted to the Department of Health. In the OB Department, classes for Perinatal Orientation and Education are being video recorded for those who cannot attend the live sessions. Marie Richerson is transitioning into an OB staff nurse role, due to the needs to complete orientation and training, and provide coverage for call.
- **Chief Financial Officer – Vickie Bodle, CFO**
 - February financial statements closed with net income at (\$10,775) for the month and (\$69,268) for the year. The primary concern was deductions from revenue.
 - The LCCH cash balance is currently a concern. We anticipate an increase in April due to the 2010, 2012, and 2014 cost reports currently under review by Medicare and the apartment sale. We have an unused line of credit with North Cascades Bank.
 - AR days 63.2.

- **Chief Executive Officer –Kevin Abel, CEO**
 - Kevin has been invited to Three Rivers Hospital’s Strategic Planning meeting on April 9th.
 - **2014 Annual Report** – The 2014 annual report was produced and mailed to hospital district addresses. It was the first report to use the new logo and name. Dr. Guffey is introduced in the report.
 - **Home Health** – The agreement between Confluence Home Health and LCCH will be presented to the board in the form of a resolution. The draft agreement was presented last month with the only change being a move of the implementation date from May 1 to May 15.

OLD & NEW BUSINESS

- **Action Items:** It was m/s/c to approve
 - Resolutions
 - Res #548 – Home Health Transition Agreement
 - Res #549 – LCCA Purchase and Sale Closing Date Extension
 - Credentialing – was approved subject to Phyllis Gleasman’s review.

Emily Johnston, M.D.	Provisional Per Diem	Emergency Department
William D. Cagle, M.D.	Provisional	Sanctuary/Behavioral Health
Michael Ruane, PT	Re-Appointment	Physical Therapy
Evan Rowley	Student	Sanctuary/Behavioral Health

 - Procedure Change/Addition

Ty Witt, M.D.	Adding Procedure	C-Section Assist
---------------	------------------	------------------

MEETING ADJOURNED:

- Meeting adjourned @ 2:43 P.M.

Submitted:

Phyllis Gleasman
Board Secretary

4/28/2015
Date

Attest:

Kevin Abel
Kevin Abel, CEO

4/28/2015
Date