

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

**May 24, 2011 – LCCH BOARD ROOM  
1:30 PM – 3:00 PM**

**MEETING MINUTES**

**CALL TO ORDER**

David Dickes, Chairman, called meeting to order at 1:30pm

**Members Present:**

David Dickes, Chairman  
Tom Warren, Commissioner  
Jim Wall, Vice Chairman  
Fred Miller, Commissioner  
Denny Evans, Secretary

**Others in Attendance:**

Kevin Abel, CEO	Robert Wiegenstein, CFO
Celeste Thomas, Marketing/Pub. Relations	Sue Young, Sterile Proc. Coordinator
Judy Moser, Credit Services	Sally Harper, Lab Manager
Emmit Aston, Foundation Rep.	Karl Jonasson, EMS Director
Brad Hankins, COO	Mary Pat Scoffield, Community Member
Carol Velasquez, CNO	DeLynn Cook, HR & Risk Mgmt
Agustin Benegas, Quality & Planetree Coord.	John Kremer II, MD CMO
Cory Riblet, Wenatchee Housing Auth	Stan Morris, Community Member
Mary Signorelli, Community Member	

**REVIEW OF MISSION:**

Our Business is Healthcare. Our Mission is to provide healing and wellness opportunities with care, compassion and dignity.

**CONSENT AGENDA:**

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

1. Board Minutes of April 26, 2011
2. Financial & Business Office Report
3. Vouchers/Warrants: \$597,439.81 in payroll direct deposits; \$817,217.08 in accounts payable and payroll, registers #174546 to #174931.
4. Write-Offs: \$138,124.36 in bad debts for referral to collections agency(ies) per LCCH policy, Charity Care: \$00.00, Bankruptcy: \$00.00, with combined total of \$138,124.36.
5. Policy & Procedures: 160.153 Per Diem/Relief Staff Requirements; 115.24, Wet Floor Mopping; 115.27 Trash Pick-up and Cleaning the Trash Cans

## **SPECIAL REPORTS:**

- Lake Chelan Community Apartment Audit & Review – Kori Riblet reported that the Lake Chelan Community Apartments were in compliance with the Housing Authority Standards. Rotary made a donation to paint and add new furniture to the common room. We are moving in the direction to make LCCA a non smoking facility by June. A designated area will be provided for smokers on the property.
  
- Planetree Progress Assessment – Kevin Abel - Planetree reported significant areas of accomplishment including positive work environment, trust in leadership, quality of care, and improvements in interactions with patients. Areas for improvement include ER communication to patients, food temperature, dress code, lack of open chart advertising, and computer dissatisfaction.
  
- 1<sup>st</sup> Quarter Safety Dashboard - Brad Hankins – LCCH performance was below target in three of the five areas measured by our workers compensation first quarter report. The first area is timeliness. We had two staff members report injuries after the required 14 day window of opportunity. It was brought to the Board’s attention that we have 14 days to file a claim, and making a report of injury prior to the 14 days does not meet the reporting requirements. The next area is number of injuries per 100 full time employees. We had six injuries in the first quarter and the majority of these injuries were muscle/skeletal from interactions with patients. The last area is needle stick frequency rate. The LCCH Safety Committee is in the process of reviewing procedures to improve safety. New safety needles were implemented late in the first quarter.

## **STATE OF THE HOSPITAL REPORTS**

### **Quality Report –Brad Hankins, COO**

All quality measures were within target except:

1. Medication reconciliation-target 90% vs actual of 89%. A new EHR medication reconciliation process was implemented in February. The Board was made aware of the complexity of meeting this goal and the communication required across multiple providers and agencies.
2. Hospital days without injury-target 90 vs actual of 84. There were six staff injuries in the first quarter of this year, the majority of which are muscle skeletal injuries from interactions with patients.

### **Chief Nursing Officer – Carol Velasquez, CNO**

Carol Velasquez reported that overall patient volumes YTD are higher than they were last year at this time, with the exception of births, which are lower. We have seen some excellent patient outcomes as a result of our wound care services, and Lea is also being tapped more frequently for both wound and ostomy care in-house. The nurses are using the patient communication boards more consistently. The nursing leadership team is developing a strategic and operational work plan for the remainder of 2011 and looking toward 2012. Kerry Stewart and Carol Velasquez attended the Telestroke quarterly review meeting at Swedish Medical Center.

### **Chief Medical Officer – John Kremer, MD**

Dr. Kremer updated us on the ER Physician recruitment process. The physician that was interviewed stated that she had an interview in the Smokey Mtn. area, but this so far is her #1 pick. Ultimately we would like 2 ER Board Certified physicians along with our PA’s to allow Dr. Kremer to return to his capacity of Chief Medical Officer. Dr. Kremer and Kara Young will be going to Stehekin to do exams, etc. This service demonstrates our involvement with the north end of our District.

**Chief Financial Officer – Robert Wiegenstein, CFO**

April closed with net income at \$23,577 or \$39,804 over budget due to a budgeted loss for the month. Net income is \$93,699 year-to-date. 2010 cost report requires that \$1.58M be paid back to Medicare for 2010.

**Chief Executive Officer – Kevin Abel, CEO**

- State Pharmacy Board conducted an unannounced survey of the LCCH Pharmacy. LCCH received 99 out of 100 on the review. Christy Nielsen is doing a great job of managing the pharmacy at LCCH. She is furthering her education and has been accepted into an online course through John Hopkins.
- Kevin met with the Wenatchee Housing Authority on Phase I Environmental Review and the Capital Needs Assessment. The Housing Authority is reviewing the information.
- Kevin has agreed to become the President/Chairman to the North Central Washington Hospital Association.
- Fire District #5 and Lake Chelan Community Hospital have agreed to work with the Colville Tribal Consortium for providing services at concerts, etc. The agreement is being reviewed by the Fire District's Attorney.
- We received the USDA Telemedicine Grant in the amount of \$487,148.00. Ross Hurd was very instrumental in our receipt of this grant.

**- OLD AND NEW BUSINESS**

- Board Retreat will be June 22<sup>nd</sup> at Andante's.
- Rural Hospital Conference for the WSHA will be held in Chelan June 27-29 at Campbell's.
- David Dickes, Chairman of the Board submitted his resignation as of June 28, 2011. He nominated Phyllis Gleasman to complete his tenure. The action was m/s/c to approve.
- Items: Action m/s/c to approve:
  - o Resolution 481 Distance Learning and Telemedicine Grant Agreement
- Credentialing the following Providers.

Ty Witt, MD	LocumTenens OB/GYN
Asia Dela Cruz, DDS	Courtesy Staff – Pediatric Dentistry
(Approved providing Dr. Dame & Dr. Waszkewitz sign their approval)	
Bradley Alice	Medical Student – Observation only

**OTHER BUSINESS**

**AUDIENCE:**

- Foundation – Emmit Aston reported Dale Hosington as new member with the foundation. He is still looking for 4 members. The Foundation is looking to have an Executive Chair and plan on raising \$5M within the next couple years.
- Mary Pat Scoffield thanked David Dickes for his service as Chairman of the Board of Commissioners.
- Vita Monteleone is looking at bids to improve our outside environment and grounds.
- Jim Wall would like to see the commissioners to move forward on an ipad or notebook. It was decided review this on the next Board Meeting.

**- MEETING ADJOURNED:**

- Meeting adjourned executive session @ 3:00 p.m.

Submitted:

*Dominic Evan*

Board Secretary

6/28/11  
Date

Attest:

*Kevin Abel*  
Kevin Abel, CEO

6/28/2011  
Date