

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

**MAY 27, 2014 – LCCH BOARD ROOM  
1:30 PM – 3:15 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  
Phyllis Gleasman, Secretary  
Jim Wall, Commissioner

**Others in Attendance:**

Kevin Abel, CEO  
Kathy Fedor, Heritage Heights Board Member  
Amanda Ballou, Heritage Heights Director  
Nan Bolomey, Heritage Heights Board Member  
Lee Tinsley, Utilization Review  
Carol Velasquez, CNO

Lester Cooper, Foundation President  
Katherine Jerald, Foundation Executive  
Jerri Dion, Business Office Manager  
Arnold Baker, CCFD #5 Chief  
Karl Jonasson, EMS Director  
Danielle Marchant, Attorney at Law

**REVIEW OF MISSION:**

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

**OTHER BUSINESS:**

- Katherine Jerald announced that the “Honor Your Caregiver” campaign is in progress.
- Karl Jonasson announced that he received the “Administrator of the Year” award among EMS for Chelan & Douglas Counties. The EMS Department received the “Service of the Year” award.

**CONSENT AGENDA:**

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

1. Board Minutes of April 22, 2014.
2. Financial & Business Office Report
3. Vouchers/Warrants; \$739,652.41, in payroll direct deposits; \$1,025,935.23. Write offs: \$87,519.70 in bad debt, Charity Care: \$49,675.47 Bankruptcy: \$0.00, with combined total of \$137,195.17.
4. Policies and Procedures

Placenta Storage for Pathology Single Use Devices Interdisciplinary Team Planning Fluid Warmers Drug Free Workplace Clinical Supervisor Duties & Responsibilities Group Size Limits Therapeutic Drug Interchange Sanctuary-Assigning Work to a Patient Zostavax Immunization	Post Anesthesia Care Unit Discharge Criteria Biological Monitoring of Steam Sterilizers Dress Code & Professional Ethics Initial Assessment Self Help Groups Incorporation Absence of a Pharmacist Behavioral Health Governing Body Blood Collection Nosocomial Surveillance Activity
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Health History Questionnaire  
Precaution Strategies  
Amniotomy-Artificial Rupture of Membranes (AROM)  
Rehabilitative Skilled Service-Adult Chemical Dependency  
Air Removal Testing of Dynamic Air Removal Sterilizers CAH  
Employee Purchase of Prescription & OTC Medications  
Flexible Endoscopes-Cleaning & Processing (CAH)  
Health Care Worker Exposure to a Communicable Disease  
Mandatory Meetings Attendance & Yearly Mandatory Updates  
Outpatient Services Orders by Non-privileged Providers  
Confidentiality in Behavioral Health Services & Sanctuary  
General Infection Control Policies (CAH)

#### **SPECIAL REPORTS:**

- **Lake Chelan Clinic Consolidation Update-Kevin Abel**
  - Steve Smith and Danielle Marchant have completed the purchase and sale agreement as well as the physician employment agreements for the Lake Chelan Clinic consolidation. Brad Hankins will be managing the clinic.
  - Medicare and state recognizes the transaction date 90 days after the purchase / sale agreement is signed.
  - September 1, 2014 will be the implementation date.
- **Replacement Hospital Review – Kevin Abel**
  - It has been determined that the hospital will be asking the voters for a bond in the amount of \$19,000,000 for the replacement hospital. The final decision from the board is to be made at the June 17, 2014 board meeting. Planning documents and budget information from Robinson & Company, Botesch, Nash & Hall, Kurt Salmon Associates, and Collins Woerman were reviewed.
- **Replacement Hospital Financing – Jim Nelson with D.A. Davidson**
  - Jim Nelson announced that based on current interest rates, the tax assessment on a home valued at \$300,000 would increase \$9.33 per month. For a house valued at \$600,000 would be \$18.66 per month.
- **Draft Bond Resolution – Foster Pepper**
  - The Draft Public Hospital District No. 2 Chelan County, Washington bond resolution provided by Foster Pepper was reviewed.
- **1<sup>st</sup> Quarter Safety Dash Board Carol Velasquez – CNO**
  - On the Quality Dash Board we were meeting or exceeding the indicators except time loss frequency rate which is above average for the quarter.

#### **STATE OF THE HOSPITAL REPORTS**

- **Quality Report & Patient Care Services – Carol Velasquez-CNO**
  - For April, we had a standard unannounced visit from the DOH State Licensing Survey and Life Safety Survey by the Fire Marshall. There were ten findings on the safety survey, largely based on lack of documentation of routine checks. There were thirteen findings on the licensing survey, mostly related to caregiver awareness or application of existing policies and procedures, documentation issues, preventive maintenance of equipment, and appropriate air flow. The plans of correction were submitted last week, and we are awaiting response from the DOH as to whether they have accepted our plans. Overall it was a positive survey for Lake Chelan Community Hospital.

- Nurses' Week was May 6<sup>th</sup> – 12<sup>th</sup>. The breakfast was prepared by the managers. Two awards were given – Rachel Buchanan for Nursing Excellence, and Beth Felker for Growth and Leadership.
- **Operating Report –Brad Hankins, COO**
  - The two story modular building is tentatively scheduled to arrive on August 4<sup>th</sup> and it will be two to three weeks before the building will be occupied. The business office staff will move temporarily to Wenatchee the first week of July.
  - The chiller loop replacement completed last winter has been tested and is working well. The compressor on the other older chiller unit has failed and is in the process of being replaced by Plant staff.
  - A new sterilizer and instrument washer has been installed in central supply in April and both units are working well.
  - A new remote annunciator alarm system is being installed for monitoring medical gasses.
- **Chief Financial Officer – Kevin Abel, CEO for Robert Wiegenstein, CFO**
  - April closed with net income at negative \$132,025.55 for the month.
  - AR days 65.0.
- **Chief Executive Officer –Kevin Abel, CEO**
  - Dr. Dame has given his resignation at CVCH. Recruitment for providers for our community is an important priority.
  - Dr. Schroder and Dr. Kim are interested in providing podiatry services in Chelan part time.
  - Dr. Megan Guffey will be interviewing for the open position at Lake Chelan Clinic. She has an obstetrics fellowship.
  - Chelan Valley Citizens for a New Hospital has developed some sub-committees for promoting the replacement hospital.
  - The election date is November 4, 2014 and the last day to file a resolution is August 5<sup>th</sup>.

**OLD & NEW BUSINESS**

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

1. Resolution / Motions

- A. Res # 529 - Lake Chelan Clinic Asset Purchase and Sale Agreement
- B. Res # 530 – Heritage Heights First Right of Refusal – Danielle Marchant, Attorney at Law, explained there were several concerns on the present agreement before it should be considered. There was no motion, second, nor approval of this resolution.

2. Credentialing

Robert Monsees	PA Student	Preceptor: Ivan Pawlowicz, MD
Kelly Bainbridge, PA-C		Conscious Sedation
Gregg W McAninch, MD	Consulting:VRad	Provisional Privileges
Mitchell Travis, MD	Consulting:VRad	Provisional Privileges
Daniel Hanson, MD	Ophthalmology	Provisional Privileges
Grant Schmidt, DO	Family Med/ER	Provisional Privileges

**MEETING ADJOURNED:**

- Meeting adjourned @ 3:15 P.M.

Submitted:

*Shyllis L. Gleason*

Board Secretary

6/17/2014

Date

Attest:

*Kevin Abel*

Kevin Abel, CEO

6/17/2014

Date