

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

**June 17, 2014 – LCCH BOARD ROOM  
1:31 PM – 2:54 PM**

**MEETING MINUTES**

**CALL TO ORDER**

Tom Warren called the meeting to order at 1:31 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	Lester Cooper, Foundation President
Robert Wiegenstein, CFO	Katherine Jerald, Foundation Executive
Amanda Ballou, Heritage Heights Director	Lee Tinsley, Utilization Review
Nan Bolomey, Heritage Heights Board Member	Carol Velasquez, CNO
Celeste Thomas, Marketing	DeLynn Cook, Human Resources

**REVIEW OF MISSION:**

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

**OTHER BUSINESS:**

- EAC will be having a car wash on Saturday from 10:00-2:00 at Cashmere Bank.
- Katherine Jerald announced that the Foundation agreed to fund Club Max for \$10,000 this next year.
- This month will be the first small group luncheon for community members sponsored by the Foundation.

**CONSENT AGENDA:**

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

1. Board Minutes of May 27, 2014.
2. Financial & Business Office Report
3. Vouchers/Warrants; \$501,329.81, in payroll direct deposits; \$359,579.41. Write offs: \$157,114.94 in bad debt, Charity Care: \$48,174.63 Bankruptcy: \$410.00, with combined total of \$205,699.57.
4. Policies and Procedures
  - The Nourishment Room
  - Patient Rights Policy 2014
  - Employee Screening for TB
  - Multiple-mode Stimulator (IFC, TENS, NMES) in Home Health
  - CPR American Health Association Online Training
  - Reporting Child and/or Adult Abuse or Neglect
  - Continuing Education Requirements Policy
  - Sterilizer Cleaning & Preventive Maintenance
  - Plant Engineering Safety Procedure Manual

## **SPECIAL REPORTS:**

- **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. Reports indicate, based on current interest rates, the tax assessment on a home valued at \$300,000 would increase \$9.33 per month.
  - Chelan Valley Citizens for a New Hospital is active and has worked with various community members regarding the upcoming election.
  - The bond resolution prepared by Foster Pepper and reviewed by the Board at the last meeting was approved. The election date is November 4, 2014.
  
- **Compliance Presentation – Lee Tinsley**
  - LCCH Compliance Program - Lee Tinsley, Compliance Officer presented a Compliance and Utilization Review program update. All contracts are reviewed each year to insure the payer or commissioned entity is not on the OIG excluded list. RAC audits are used to detect and prevent fraud and/or abuse of the system. Utilization management provides high quality care at a reasonable cost to payers, and is required by Medicare. Medical records are reviewed to determine the severity of illness, intensity of services and discharge screens.
  
- **Organizational Chart – Kevin Abel, CEO**
  - The organizational structure with changes related to the Lake Chelan Clinic merger was reviewed. The primary adjustments were moving Brad Hankins into the Clinic Administrator roll since Barbara Berg is retiring. Food Services will report to Ken Peters and Ken will report to the CEO rather than the COO. The new organizational chart was approved by a motion of the Board.

## **STATE OF THE HOSPITAL REPORTS**

- **Quality Report & Patient Care Services – Carol Velasquez-CNO**
  - For May, there were no falls reported. There were no episodes of restraint used during May. There was one medication error on Sanctuary reported. The medication administration areas on both Sanctuary and MSU have identified as “Do Not Disturb” zones, to decrease the risk of distraction and interruptions during medication administration.
  - Maria Rubalcava from Environmental Services has accepted a position in the Sanctuary, to start later this month, after earning her CNA.
  - Kim Freel, our ultrasound and echocardiogram tech, has accepted a management position at a physician’s clinic. Wanda Nutley will be attending specific training on echocardiography so that we can continue to perform echocardiograms here.
  
- **Operating Report –Brad Hankins, COO**
  - The new compressor is installed in our second HVAC unit and should be operational by the end of this week.
  - The tentative date to bring the new two story modular on sight is August 4<sup>th</sup>. The business office staff will begin vacating the existing modular this week, and the building is scheduled to be moved the week of July 29<sup>th</sup>. Occupancy of the new building is scheduled for the last week of August.
  - Environmental services are fully staffed for the first time in several months.
  
- **Chief Financial Officer - Robert Wiegenstein, CFO**
  - May closed with a positive income of \$255,654 for the month.
  - The outpatient gross revenue departments were over budget by \$249,777. Departments that were over budget were:
    - Emergency Room
    - Pharmacy
    - Surgery/Recovery/Anesthesia
    - Radiology
  - AR days 64.7.

- **Chief Executive Officer –Kevin Abel, CEO**
- Ruben Torrez, MD has accepted the open Emergency Department physician position. Dr. Torrez attended Baylor College of Medicine and is currently practicing at Mountain View Regional Medical Center in Las Cruces, New Mexico.
- Get Fit was a success with over 100 participants losing over 338 pounds.
- The Right of First Refusal document that has been revised by Lake Chelan Community Hospital's attorney.

**OLD & NEW BUSINESS**

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

1. Resolution / Motions
  - A. Res #530 Replacement Hospital Bond
  - B. Res #531 Unpaid Holidays for Reasons of Faith or Conscience
  - C. Res #532 Right of First Refusal
2. Credentialing
 

Malcolm Butler, MD.		Conscious Sedation
Kirsti Morris, PA-C		Conscious Sedation
Gordon Tagge, MD		Conscious Sedation
Charles Waszkewitz, MD		Conscious Sedation
Ty Witt, MD		Conscious Sedation
Alexander D. Serra, MD	Consulting: VRad	Provisional Privileges
Louise Simons, MD	Family Medicine	Courtesy Privileges
Christina Neary	MD Student	Proctor: Tobe Harberd, MD

**MEETING ADJOURNED:**

- Meeting adjourned @ 2:54 P.M.

**Submitted:**

  
 Board Secretary

Date 7/22/14

**Attest:**

  
 Kevin Abel, CEO

Date 7/22/2014