

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

**July 28, 2015 – LCCH BOARD ROOM
1:30 PM – 3:25 PM**

MEETING MINUTES

CALL TO ORDER

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

Members Present:

Tom Warren, Chairman
Jim Wall, Commissioner
Mary Signorelli, Vice Chairman
Phyllis Gleasman, Secretary

Member Not Present:

Fred Miller, Commissioner

Others in Attendance:

Kevin Abel, CEO
Vickie Bodle, CFO
Brad Hankins, COO
Lee Tinsley, Utilization Review
Virginia Murphy – Foundation
Francisca Ferrell, Community Member

Robert Housley – UW Masters of Health
Cherie Lewman - HIMS
Vernita Nolan – RN, Quality
Karl Jonasson, EMS Director
Emit Aston, Foundation Member

REVIEW OF MISSION:

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

OTHER BUSINESS:

- The Foundation executive's position has been posted.
- Ton Anglin is the most recent new member of the Hospital Foundation.
- The Foundation will be gathering at the Boat Club on August 6th, at 6:00 P.M.

CONSENT AGENDA:

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

1. Board Minutes of June 16, 2015, 2015
2. Financial & Business Office Report
3. Vouchers/Warrants; \$1,026,665.17, in payroll direct deposits; \$1,144,992.41. Write offs: \$98,212.95 in bad debt, Charity Care: \$17,176.69, Bankruptcy: \$0.00, with combined total of \$115,389.64.
4. Policies and Procedures
 - Personnel-Quality & Qualifications
 - X-Ray Policies
 - Radiation Protective Devices
 - Sanctuary-Reporting Medical Emergencies
 - Sanctuary-Patient Record Content
 - PTO Payout Request Policy
 - Account Write Off – Clinical Policy
 - Sanctuary / Behavioral Health Services
 - Sanctuary – Medication Services
 - Utilization Review
 - Substance Use Disorder Assessments
 - Operating Room Cleaning (CAH)
 - Swing Bed Plan of Care (CAH)
 - Balancing & Reimbursing Cash Boxes & Tills

New Hire Process
Return to Work Program (Transitional Duty Program)
Extravasation of Radiographic Contrast Material Policy
Inpatient Admission, Continued Stay & Discharge - Sanctuary

Board Level Detailed Accounts Payable Review

Consent Agenda Motion: P. Gleasman / Second: M. Signorelli & approved by Board of Commissioners.

SPECIAL REPORTS:

- **WIPFLi Audit – Eric Volk**
 - Eric Volk visited by phone and discussed issues with the 2013 audit related to classification of land held for future expansion and the final 2014 compilation with impacts from the cost report.

- **Healthier Washington – Video**
 - An eight minute video was prepared by Washington State Hospital Association to explain, “Accountable Communities of Health”.

- **WIPFLi Debt Capacity Kevin Abel**
 - The board had a preliminary discussion on our debt capacity and options to consider for facilities. Physical Therapy and Occupational Therapy will likely not be moved out of the hospital due to a 250 yard requirement. Other clinic services, Out-Patient Behavioral Health, Administration, Community Relations, Business Office, and HIMs are options to move to a new facility or site. Partnering impact was discussed. It was suggested that we put together a steering committee to prioritize issues.

- **Confluence Hospice – Vernita Nolan, RN - Quality**
 - Deric Weiss, MD. The medical director for the Confluence Hospice Program visited with the Medical Staff to answer questions and let the providers know of the updated program for hospice. The board requested that the CEO move forward with the hospice partnership with Confluence Hone Health and Hospice.

- **Second Quarter Quality Dashboard – Vernita Nolan, RN - Quality**
 - Indicators on the 2nd Quarter Quality Dashboard are in the green except medication error.

STATE OF THE HOSPITAL REPORTS

- **Operating Report – Brad Hankins, COO**
 - We increased the hours of the walk-in clinic from eight to six (10 hours) Monday through Friday. Saturdays will remain half days.
 - Brad has gone over options for minor renovations to Lake Chelan Clinic with the physicians in order to get an increase in exam rooms for the specialists.
 - Dr. Witt has moved down to the clinic.
 - Work continues on the server room (IT) remodel.
 - The parking lot is to be sealed on the first weekend of August.
 - Meetings continue on integrating Out Patient Behavioral Health with primary care, the first challenge is that the two groups are not on the same electronic medical record system. (EMR)

- **Quality Report & Patient Care Services – Vernita Nolan, RN – Quality**
- **Quality and Patient Safety –**
 - In June, there was one reported medication error on Med-Surg and one in the Sanctuary.
 - The Sanctuary had two AMA, Med-Surg had one AMA and the ED had four patient AMA's.
 - The transfusion review, six units were typed and cross-matched, and four units were transfused, for a C:T ratio of 1.5:1. The transfusions met criteria for indications for the transfusion.

- **Patient Care Services –**

- Full & Part time nursing positions are open. Cross training nurses to specialty areas will begin soon.
- Deric Weiss, M.D., the medical director for the Confluence Hospital Program visited with the Medical Staff and answered questions about the new Hospice program between Confluence and LCCH.
- **Chief Financial Officer – Vickie Bodle, CFO**
 - June financial statements closed with net income at \$190,972.11 for the month and \$178,906.86 for the year.
 - AR days 55.4 with hospital and clinic.
- **Chief Executive Officer –Kevin Abel, CEO**
 - **Insurance Broker** – We are in the process of reviewing options from three insurance brokers to ensure LCCH is obtaining the best value for services.
 - **Sanctuary Audit** – The Sanctuary received a score of 96 out of a 100 on their Department of Health Survey in July.
 - **Orthopedic PA** - Evan Rowley accepted the Orthopedic PA position and will be starting September 1, 2015. Dr. Schkrohowsky’s surgical practice had developed to the point where a PA is economically feasible and will free up more OR time for Dr. Schkrohowsky.
 - **Rehab Carpet** – Replacement of the carpet in parts of the physical therapy area are scheduled.

OLD & NEW BUSINESS

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

A. Action Items:

1. Resolution

Res #554 Standard for Individual Entity Self-Insured Medical Programs

Resolution Motion: M. Signorelli / Second: J. Wall & approved by Board of Commissioners

2. Credentialing:

Gautum Nayak, M.D.

Christopher Kocher, M.D.

Sheila Smith, MD

Aaron Stayman, M.D.

Thomas Deuel, M.D.

Kristi Morris, PA-C

Christopher G. Palmer

Reappointment

Reappointment

Reappointment

Reappointment

Reappointment

Added Privileges

Student

Cardiology - Consult

Cardiology – Consult

Tele-Stroke – Consult

Tele-Stroke – Consult

Tele-Stroke - Consult

Family Medicine

Proctor: William Cagle, M.D.

Credentialing Motion: P. Gleasman / Second: M. Signorelli & approved by Board of Commissioners

MEETING ADJOURNED:

- Meeting adjourned @ 3:25 P.M.

Submitted:

Phillip L. Gleasman
 Board Secretary

8/25/15
 Date

Attest:

Kevin Abel
 Kevin Abel, CEO

8/25/2015
 Date