

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

**August 23, 2011 – LCCH BOARD ROOM  
1:30 PM – 3:02 PM**

**MEETING MINUTES**

**CALL TO ORDER**

Tom Warren, Chairman, called meeting to order at 1:30 P.M.

**Members Present:**

Tom Warren, Chairman  
Jim Wall, Vice Chairman  
Fred Miller, Commissioner

Denny Evans, Secretary  
Phyllis Gleasman, Commissioner

**Others in Attendance:**

Kevin Abel, CEO  
Celeste Thomas, Marketing/Pub. Relations  
Brad Hankins, COO  
Mary Signorelli, Community Member

Robert Wiegenstein, CFO  
Emmit Aston, Foundation Rep.  
Carol Velasquez, CNO  
LeeTinsley, Emp Health/ Inf Control, UR

**REVIEW OF MISSION:**

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

**OTHER BUSINESS:**

The Foundation Board has 5-6 prospects for foundation board members.

**CONSENT AGENDA:**

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

1. Board Minutes of July 26, 2011
2. Financial & Business Office Report
3. Vouchers/Warrants: \$661,231.63 in payroll direct deposits; \$658,596.13 in accounts payable and payroll, registers #175982 to #176365.
4. Write-Offs: \$55,496.80 in bad debts for referral to collections agency(ies) per LCCH policy, Charity Care: \$41,068.31 Bankruptcy: \$936.35, with combined total of \$97,501.46.
5. Policy & Procedures: 35.38 Capital Procedures

**SPECIAL REPORTS:**

- Organization Chart- The Organization chart was revised reflecting that Dr. Palowicz would report directly to Dr. Kremer. The mid-levels in the Sanctuary will report to Dr. Palowicz. The Finance side would all report to the CFO. Diane will put the names of the different positions and email to the Board Members. It was m/s/c to approve the organization chart as presented.
- 2<sup>nd</sup> Quarter Safety Dashboard-Compares 30+ Rural Hospital Districts. We were in the red on two areas, timeliness in reporting employee injuries to HR and LCCH had one needle stick in January.

- Core Values- Core Values should be generated from the hospital staff, physicians and Commissioners. Carol Velasquez is pulling together a team to develop core values for the organization and the team will bring their ideas to the Board of Commissioners.

## **STATE OF THE HOSPITAL REPORTS**

### **Quality Report –Kevin Abel for Brad Hankins, COO**

- There were 31 QMMs submitted in the past 30 day. We have recognized a trend in our QMMs with falls. We have had 7 falls from July 10 – Aug 12. The average patient ages is 82, there is no commonality in patient rooms, times of day or reason for falls. Carol and Sheri are currently performing a detailed analysis by patient record with attention to a risk for fall assessments.
- We had three patient complaints through the QMM process. Two were financially related and one was an environment of care complaint.

### **Chief Nursing Officer – Kevin Able for Carol Velasquez, CNO**

- Marilyn Williamson was introduced as our Social Worker.
- Vernita Nolan was hired to serve in the new combined House Supervisor/Sanctuary Nursing Coordinator role.
- Ross & Carol Velasquez will be co-chairing the newly formed Informatics Team. This group will oversee potential changes, enhancements, and potential purchase of software and hardware, to have a more system-wide approach to our use of informatics. One goal is to assure that changes to one area of a system doesn't have unintended negative consequences to another department's processes or outcomes.
- One aspect of the nursing strategic plan is to enhance competencies in patient care. We are sending two RN's to CWH in September for two weeks each, for a focused orientation in OB which can takes months here verses a higher volume site which will shorten that orientation period and provide safer patient care.

### **Chief Medical Officer – Kevin Abel for John Kremer, M.D.**

- Dr. Kremer will continue to work in the ER until an Emergency physician is found. Dr. Pham has been hired as a per diem employee and is coming on the 19<sup>th</sup> of September. Dr. Pham has been a hospitalist at several hospitals and is currently at Madigan Hospital. LCCH will review permanent employment of Dr. Pham after he has worked several shifts.

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

- This was a record month for revenue at 8.1% over budget primarily due to increased volumes in surgery related activities.
- Salary and Benefit expenses are over budget \$52,623 primarily due to a PTO payout to an employee who resigned.
- Our net income for the month was \$288,158
- Our YTD net income for the seven months was \$588,867 compared to a budget of \$404, 714 or an increase over budget of \$184,153.

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

- LCCH is moving forward with the hospital roof repair and refurbishment as outlined in the 2011 capital budget. The cost is \$25,650 and has a ten year warranty.
- Governor Gregoire has proposed a new state Medicaid plan to the U.S. Centers for Medicare and Medicaid Services that would dramatically impact the payment structure for Medicaid recipients. An issue brief provided by WSHA is in the Board packet.

- LCCH is close to a contract with Dr. Witt to provide permanent GYN physician services. The agreement is part time for 18 months and has a salary close to the Medical Group Management Association medians for GYN physicians.
- A contract has been developed by Chelan Fire District #5, Lake Chelan Community Hospital and the Colville Tribal Federal Corporation to provide payment for fire prevention and EMS services for the Mill Bay Casino, Deepwater Amphitheater and associated commercial buildings. Highlights of the agreement are a per hour standby charge for event services and an annual service fee. The contract was drafted with the assistance of Chelan County Fire District #5's legal counsel.

**OLD AND NEW BUSINESS**

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

- Resolution #483 – Service Agreement for Emergency Services
- Credentialing the following Providers.


John Laughlin-PA-C  
 Erin Vander Stoep  
 Joseph J. Wolf

Re-appointment  
 Physical Therapy Student  
 Medical Student Observation only


**MEETING ADJOURNED:**

- Meeting adjourned @ 3:02 P.M.

**Submitted:**

  
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**Board Secretary**  
 9/27/11  
 \_\_\_\_\_  
**Date**

**Attest:**

  
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**Kevin Abel, CEO**  
 9/27/2011  
 \_\_\_\_\_  
**Date**