

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

**November 25, 2014 – LCCH BOARD ROOM
1:33 PM – 2:53 PM**

MEETING MINUTES

CALL TO ORDER

Tom Warren called the meeting to order at 1:33 p.m.

Members Present:

Tom Warren, Chairman
Mary Signorelli, Vice Chairman
Phyllis Gleasman, Secretary
Fred Miller, Commissioner

Member Present By Phone:

Jim Wall, Commissioner

Others in Attendance:

Kevin Abel, CEO
Vickie Bodle, CFO
DeLynn Cook, HR & Risk Management
Brad Hankins – COO
Emitt Aston, Foundation Board Member
Arnold Baker, CCFD #5 Chief
Celeste Thomas, Marketing
Vernita Nolan, Dir. Quality & Patient Safety; Sanctuary Nursing Manager

Katherine Jerald – Foundation Executive
Les Cooper, Foundation President
Larry Hibard, Community Member
Agustin Benegas, QA/RM Assistant
Lee Tinsley, Utilization Review
Karl Jonasson, EMS Director
Carol Velazquez - CNO

REVIEW OF MISSION:

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

OTHER BUSINESS:

- Emitt Aston announced that the Foundation had completed the annual mailing appeal.
- Karl Jonassen announced that our hospital plan drafted by Ray Eickmeyer and the regional preparedness for Ebola has been chosen by DOH to be a model for State Preparedness.

CONSENT AGENDA:

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

1. Board Minutes of October 28, 2014
2. Financial & Business Office Report
3. Vouchers/Warrants; \$824,487.90, in payroll direct deposits; \$788,866.40. Write offs: \$86,103.78 in bad debt, Charity Care: \$19,033.24, Bankruptcy: \$0.00, with combined total of \$105,137.02.
4. Policies and Procedures
 - Agency Personnel
 - Administrative Policies
 - New Employee FTE Request Procedure
 - Telephone or Verbal Orders
 - Value Analysis
 - Sanctuary Personnel Files
 - Charity Care Program (Compassionate Care/Financial Assistance)
 - Professional Advancement Incentive Differential (PAID)
 - PTO Payout Request Policy
 - ADA Discrimination Complaint Procedure
 - Employee Travel Expense Procedures
 - Zero Lift – Safe Patient Handling
 - Supervision of CDP Trainees

SPECIAL REPORTS:

- **Caribou Trail – Kevin Abel, CEO**
 - The Board moved unanimously to withdraw from Caribou Trail. Under the Caribou Trail Professional Medical Services Agreement section 14.3 allowing for, “permitted withdrawal”, LCCH will give a 60 day notice to leave Caribou Trail.
- **Healthcare Quality Website – Carol Velasquez, CNO**
 - Washington State Hospital Association has added hospital quality rankings on their website to provide greater transparency. The website can be accessed by wsha.org.
- **Third Quarter Safety Dashboard Report – Carol Velasquez, CNO**
 - The hospital is doing well in all aspects of the dashboard except for patient falls which is at 2.23%. A major contributing factor in this area is that patients are more ambulatory in the Sanctuary. Medication reconciliation is at 82% with the target of 90%.

STATE OF THE HOSPITAL REPORTS

- **Operating Report –Brad Hankins, COO**
 - Occupancy for the two story module is scheduled to begin the second week of December and is expected to take approximately a week to get everyone moved, settled and connected. The PT/OT remodel is scheduled to begin the first week of January.
 - LCC encounters were above average for September and October; two of our physicians were above median RVU’s. X-Rays and DEXA scans were also above average. We now have five fill in/relief nurses.
 - We are currently discussing chart reconciliation with third party vendors in hopes that process can begin the second week of December.
- **Quality Report & Patient Care Services – Carol Velasquez, CNO**
 - Ebola training (PPE) is in process. We have the necessary equipment, and we now have a turn-around of 6-8 hours for blood test results from Shoreline, WA. ER #5 has been identified as the treatment area.
 - We are in the planning stage with HealthStream® to add the Emergency Department and Outpatient Services to our HCAHPS surveys in 2015.
 - OB staffing remains our greatest recruiting challenge.
 - Hourly rounding has been initiated and data will be evaluated over the next few months.
- **Chief Financial Officer – Vickie Bodle, CFO**
 - October closed with net income at (\$214,134.93) for the month. \$63,000 of accrued PTO was booked due to the purchase of Lake Chelan Clinic as a one-time implementation cost. Year to date net income is \$51,173.43.
 - AR days 64.4
- **Chief Executive Officer –Kevin Abel, CEO**
 - **Planetree** – We have had discussions on whether to maintain Planetree over the years due to the service level compared to cost. It was moved by the Board to withdraw from Planetree allowing for the 60 day notice by our contract which expires February 15th. We will internally develop a healing, patient centered healthcare program within our hospital.

- **Dr. Morris** – Dr. Kevin Morris has a podiatry clinic planned for LCCH every Tuesday starting in late December or early January. Dr. Morris is working with Dr. Kim and Dr. Schroder in Wenatchee which is the office that currently receives most referrals from our area.
- **Guild B** – Guild B presented a check in the amount of \$28,660 for the 2014 Home Tour and Lights of Love.
- **Coordinated Care** – We are working with Coordinated Care to get a contract with their Ambetter insurance product prior to the close of the open enrollment with the state health insurance exchange.
- **Home Health Lease Renewal** – The lease for the home health office expires in December. We will plan on renewing with a similar lease..

OLD & NEW BUSINESS

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

1. Resolutions/Motions

- Res # 541 Regular Levy
- Res # 542 EMS Levy
- Res # 543 2015 Board Meeting Dates
- Res # 544 2015 Legal Holidays

2. Credentialing

| | | |
|------------------------------|-------------------|-----------------------------------|
| Brandon Parsons | PA Student | Behavioral Health – Dr. Pawlowicz |
| Scott Chang, M.D. | Provisional Appt. | Virtual Radiologic |
| Jeff England, PT | Re-Appointment | Physical Therapy |
| Jonathan Bold, M.D. | Consulting Appt. | Virtual Radiologic |
| Karen Caldemeyer, M.D. | Consulting Appt. | Virtual Radiologic |
| Mark Davis, M.D. | Consulting Appt. | Virtual Radiologic |
| Amanda Dutton, M.D. | Consulting Appt. | Virtual Radiologic |
| Steven B. Edson, M.D. | Consulting Appt. | Virtual Radiologic |
| Kelcey Elsass, M.D. | Consulting Appt. | Virtual Radiologic |
| Stephan Fox, M.D. | Consulting Appt. | Virtual Radiologic |
| Richard Hodge, M.D. | Consulting Appt. | Virtual Radiologic |
| Gregory Kenyherz, M.D. | Consulting Appt. | Virtual Radiologic |
| Marc Montella, M.D. | Consulting Appt. | Virtual Radiologic |
| David Moon, M.D. | Consulting Appt. | Virtual Radiologic |
| John D. Nguyen, M.D. | Consulting Appt. | Virtual Radiologic |
| Marcus Parker, M.D. | Consulting Appt. | Virtual Radiologic |
| Mark Paul, M.D. | Consulting Appt. | Virtual Radiologic |
| Richard Rossin, M.D. | Consulting Appt. | Virtual Radiologic |
| Helen Shi, M.D. | Consulting Appt. | Virtual Radiologic |
| Joshua Sokol, M.D. | Consulting Appt. | Virtual Radiologic |
| Neil E. Staib, M.D. | Consulting Appt. | Virtual Radiologic |
| Richard Toothman, M.D. | Consulting Appt. | Virtual Radiologic |
| Peter Verhey, M.D. | Consulting Appt. | Virtual Radiologic |
| William J. Wong, M.D. | Consulting Appt. | Virtual Radiologic |
| Jeffrey G. Zorn, M.D. | Consulting Appt. | Virtual Radiologic |
| Melissa Bloch-Menschik, M.D. | Consulting Appt. | Virtual Radiologic |
| Vincent Lombardi, M.D. | Consulting Appt. | Virtual Radiologic |
| Ann Tran, M.D. | Consulting Appt. | Virtual Radiologic |
| David Tague, M.D. | Consulting Appt. | Virtual Radiologic |
| Benjamin Strong, M.D. | Consulting Appt. | Virtual Radiologic |
| Virginia Schreiner, M.D. | Consulting Appt. | Virtual Radiologic |
| Arra Reddy, M.D. | Consulting Appt. | Virtual Radiologic |
| Shwan Kim, M.D. | Consulting Appt. | Virtual Radiologic |
| Lisa Finch, M.D. | Consulting Appt. | Virtual Radiologic |

MEETING ADJOURNED:

- Meeting adjourned @ 2:53 P.M.

Submitted:

Phyllis L. Gleason
Board Secretary

12/16/14
Date

Attest:

Kevin Abel
Kevin Abel, CEO

12/18/14
Date