

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

**October 22, 2013 – LCCH BOARD ROOM
1:32 PM – 3:10 PM**

MEETING MINUTES

CALL TO ORDER

Tom Warren called the meeting to order at 1:32 p.m.

Members Present:

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

Members Not Present:

Jim Wall, Commissioner

Others in Attendance:

Kevin Abel, CEO
Katherine Jerald, Foundation
Carol Velasquez, CNO
Brad Hankins, COO
Celeste Thomas, Marketing
Jerri Dion, Business Office Manager
Karl Jonasson, Director EMS

Robert Wiegenstein, CFO
Karan Fischer, Director of Quality
Arnold Baker, CCFD #5 Chief
Michelle Rathman – IMPACT Consultant
Carolyn Hood, Executive Assist HR
Lee Tinsley, Compliance Officer
Emit Aston, Foundation

REVIEW OF MISSION:

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

OTHER BUSINESS:

- Katherine Jerald –Foundation Executive, reported that 50% of the employees have replied to the Employee Giving Campaign.
- Emit Aston explained the next fundraiser will be the November Annual mailing.

CONSENT AGENDA:

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

1. Board Minutes of September 24, 2013.
2. Financial & Business Office Report
3. Vouchers/Warrants: \$1,378,438.01, in payroll direct deposits; \$ 700,220.66. Write offs: \$73,686.41 in bad debt, Charity Care: \$28,511.41 Bankruptcy: \$0.00, with combined total of \$102,197.82.
4. Policies and Procedures
 - Dept. of Mammography Self-Referred Policy (new)
 - Scope of Services Policy (CAH)
 - Physician Orders for Life-Sustaining Treatment (POLST)
 - ETOH (Alcohol)
 - DBI (Direct Bilirubin)

TBI (Total Bilirubin)
TSHL (TSL)
Infection Control & QA for Glucose Testing II (CAH)
Nutritional Screening & Monitoring
Unprofessional Conduct Policy

SPECIAL REPORTS:

- **2014 LCCH Budget – Bob Wiegenstein, CFO**
 - With the proposed capital budget at \$600,000, the Senior Team ranked and sorted the departments' requests according to the established criteria.
 - Bob discussed the operating budget provided in the Board packet in detail. The overall proposed budget includes:

- Net Operating Revenue	\$21,958,027
- Total Expenses	\$22,785,240
- Non-Operating Revenue	\$1,776,282
- Net Income	\$949,069
- **PT / OT Space Update – Kevin Abel**
 - We have received 2 bids on the two story modular building, and are awaiting a third. We will get 2 bids for exterior stairs with a roof from local contractors. A special meeting will be called for Board approval.
- **Quality Dashboard – Carol Velasquez**
 - The quarterly Quality Dashboard was all within range except for AMI (Heart Attack) EKG within 10 minutes of ER arrival. The EKG was delayed due to the patient complaint of other symptoms.

STATE OF THE HOSPITAL REPORTS

- **Quality Report & Patient Care Services – Carol Velasquez**
 - For the month of September, there were two patient falls and one reported medication error. The changes in medication management, including barcode scanning of medication, have helped decrease medication error.
 - Karen Fischer and Carol attended the National Association for Healthcare Quality conference in Louisville, KY in early October.
 - Kristin Rainville has accepted the Perioperative Services Manager position and will be starting orientation mid November.
 - With the generous donation from the General Guild, Lake Chelan Community Hospital has purchased a new crib for infants and toddlers.
 - The lab has received their new professional grade lab refrigerator.
- **Operating Report – Brad Hankins**
 - A full time orthopedic nurse has been hired to work with Dr. Schkrohowsky replacing Carol who has retired.
 - Dr. Witt has increased his hours to ¾ time, and his clinical encounters have increased by 40% over this time last year.
 - We are currently interviewing for a Plant Engineering Director.
 - The elevator power unit will be replaced along with the supporting systems. This will take the elevator down for approximately a week.
 - The HVAC chiller coil needs to be replaced. We are exploring a PUD grant that may allow us to upgrade the systems and remain, over time, cost neutral.

- **Chief Financial Officer – Robert Wiegenstein, CFO**
 - September 2013 closed with net income at negative \$121,274 for the month. Year to date net income is \$606,024 and \$53,219 under budget for the year. The primary cause for the poor financial performance was due to lower than expected outpatient revenue and high deductions.
 - The State Auditors are conducting the audit of our 2012 financials.
 - Chargemaster (price list) review was conducted with many worthwhile suggestions. The consultant was complimentary of the state of our chargemaster.
 - AR days 62.8.

- **Chief Executive Officer –Kevin Abel, CEO**
 - Diane Haight has given three months notice that she will be retiring from LCCH as our Food Services Manager. Food service is important to patient satisfaction so we will conduct in-depth interviews for the position.
 - Dr. Dan Hanson, an ophthalmologist from Ellensburg is in the process of requesting privileges at LCCH. He is working with Dr. Nathan Scott to rent clinical space at Spectrum Eye Care and would like to hold office hours in Chelan at least two days per month.
 - On October 10th a meeting with Bud Hufnagel, Dan Webster, Jerry Tretwold, Senator Parlette, Mary Signorelli and I, was held at Lake Chelan Community Hospital at the request of Senator Parlette. We discussed the financial situation at Three Rivers Hospital as well as regional healthcare access. The outcome of the meeting was a recommendation that Three Rivers Hospital, Lake Chelan Community Hospital and Confluence Health start discussions regarding the provision of healthcare in the Three Rivers Hospital district.

OLD AND NEW BUSINESS

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

- Credentialing the following Providers:

- Luke Lenahan	PA Student	Proctor: Ivan Pawlowicz, MD
- Helen Wetter	ARNP Student	Proctor: Kathy Hevly, ARNP
- William Likosky, MD	Tele-Neurology	Re-Appointment
- Stanley G. Lue, MD	Tele-Neurology	Provisional Appointment
- Shawn Kim, MD	Tele-Radiology	Provisional Appointment
- Heidi Whitney, LH	Mental Health Counselor	Initial Appointment

MEETING ADJOURNED:

- Meeting adjourned @ 3:10 P.M.

Submitted:

Phillip L. Gleason

 Board Secretary

11/26/2013

Date

Attest:

Kevin Abel

 Kevin Abel, CEO

11/26/13

Date