

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

**APRIL 22, 2014 – LCCH BOARD ROOM
1:33 PM - 3:52 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
Fred Miller, Commissioner
Phyllis Gleasman, Secretary
Jim Wall, Commissioner

Others in Attendance:

Kevin Abel, CEO
DeLynn Cook, HR & Risk Manager Director
Emit Aston, Foundation
Nan Bolomey, Heritage Heights Board Member

Lester Cooper, Foundation President
Katherine Jerald, Foundation Executive
Celeste Thomas, Marketing
Arnold Baker, CCFD #5 Chief

REVIEW OF MISSION:

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

OTHER BUSINESS:

- Katherine Jerald introduced, “Honor your Caregiver Campaign” which gives the community members a chance to honor a provider that gave them great care by donating to the foundation in the provider’s name.
- Foundation Retreat will be held on June 23rd in the Chelan Fire Hall from 1:00-5:00 P.M.

CONSENT AGENDA:

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

1. Board Minutes of March 25, 2014.
2. Financial & Business Office Report
3. Vouchers/Warrants; \$ 1,041,003.49, in payroll direct deposits; \$697,745.49. Write offs: \$43,532.32 in bad debt, Charity Care: \$110,149.94 Bankruptcy: \$0.00, with combined total of \$153,682.26.
4. Policies and Procedures
 - E-mail Acceptable Use
 - Dailey Census Reports
 - Post Anesthesia Care Unit Discharge Criteria
 - Patient Access Services & Scheduling Office Procedures
 - Credentialing – Disaster Privileges & Responsibilities
 - Wage Guidelines
 - Patient Rights Policy 2014

SPECIAL REPORTS:

- **Heritage Heights – Nan Bolomey**
 - . Nan Bolomey introduced to the Board the concept, if we should move to a new site, we give Heritage Heights first right of refusal for our present property. The Board requested the Right of First Refusal document be reviewed by the hospital counsel.

- **Lake Chelan Clinic Consolidation Update-Kevin Abel**
 - Steve Smith and Danielle Marchant have completed the purchase and sale agreement as well as the physician employment agreements for the Lake Chelan Clinic consolidation. Brad Hankins will be managing the clinic.
 - Medicare and state recognizes the transaction date 90 days after the purchase / sale agreement is signed.

- **Lake Chelan Community Apartments 2013 Compilation – Robert Wiegenstein**
 - Bob reviewed the 2013 LCCA financials. Unrestricted Cash balance is \$14,666.
 - The year-to-date net loss was (\$4,273).
 - The Mortgage balance was paid on August 1, 2013.

- **Lake Chelan Community Apartments 1st Quarter Report – Robert Wiegenstein**
 - Unrestricted Cash balance is \$10,450.
 - The net income was \$812.

- **1st Quarter Quality Dash Board – Kevin Abel for Karen Fischer – Quality Director**
 - On the Quality Dash Board we were meeting or exceeding the indicators except for Medication Reconciliation which was at 82% with indicators at 90% and hospital days without injury was at 85 days and the indicator is at 90 days.

STATE OF THE HOSPITAL REPORTS

- **Quality Report & Patient Care Services –Kevin Abel for Karen Fischer - Quality Director**
 - For March, there were four medication events in the ED, where pre-packed medications were dispensed to patients correctly, but the labeling related to billing was incorrect. There was one patient complaint, related to her plan of care. A care conference was held this week with all the key stakeholders, including the patient, her friend, and the patient's primary care physician, with agreement on the plan going forward.
 - Nurses' Week is May 6th-12th. A variety of activities are planned for that week, including a breakfast on Wednesday.
 - This week is Medical Laboratory Professional Week. The Lab will be housing an open house Wednesday of this week, if you would like to come see all the great diagnostic tests they are able to perform in their compact space.

- **Operating Report – Kevin Abel CEO for Brad Hankins, COO**
 - The building permit should be here any day now for the replacement Modular Building
 - The Business Office will be moving to the Wenatchee office until the Modular Building installation is complete.

- **Chief Financial Officer – Robert Wiegenstein, CFO**
 - March closed with net income at negative \$162,291 for the month. We are concerned about the high deductions from revenue and recommend reducing expense.
 - AR days 65.4.

- **Chief Executive Officer –Kevin Abel, CEO**
 - Dr. Dame has given his resignation at CVCH. Recruitment for providers for our community is number one priority.
 - The Pathways booklet has been printed and distributed.
 - ICD-10 has been postponed for another year.
 - Karen Fischer, Quality Director has taken a new position closer to her family.
 - The Chelan Valley Citizens for a New Hospital committee has been formed and will meet on the 2nd Monday & the 4th Wednesday from April thru November.
 - Open Records training for the Board of Commissioners is mandatory by the State. 90 minutes training can be done on-line.
 - Rural Health Conference will be held in Chelan, June 23rd to June 26th.

OLD & NEW BUSINESS

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

1. Resolution / Motions
 - Port of Chelan County Memorandum of Understanding

2. Credentialing

Sheila McGowan-Conoley	ARNP Student	Katherine Hevly
April Vanscoy, CRNA	Provisional	CRNA
Jonathan Bolles, M.D.	Initial Appointment	Cardiology
Stanley G. Lue, M.D.	Initial Appointment	Tele-Neurology
Rodney Mortensen, PT	Re-appointment	Physical Therapy
Joshua Schkrohowsky, M.D.	Re-appointment	Orthopedics
James Larsen, D.O.	Re-appointment	Family Medicine/ER
Kathy Hevly, ARNP	Re-appointment	Behavioral Health

MEETING ADJOURNED:

- Meeting adjourned @ 2:52 P.M.

Submitted:

Phillip L. Gleason

 Board Secretary
 5/27/2014

 Date

Attest:

Kevin Abel

 Kevin Abel, CEO
 5-27-2014

 Date