

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

**May 25, 2016 – LCCH BOARD ROOM
1:30 PM – 2:44 PM**

MEETING MINUTES

CALL TO ORDER

Mary Signorelli called the meeting to order at 1:30 P.M.

Members Present:

Tom Warren, Secretary
Mary Murphy, Commissioner
Mary Signorelli, Chairman
Fred Miller, Commissioner

Members Not Present:

Phyllis Gleasman, Vice Chairman

Others in Attendance:

Kevin Abel, CEO
Vickie Bodle, CFO
Brad Hankins, COO
Arlene Abbot, Executive Director, Foundation
Malcom Butler, MD CVCH
Mike Rominé CFO, CVCH
Keri Bergeson, MD, CVCH
Kathleen Miller, Heritage Heights Board Member
Anne Brooks, Women’s Wellness Coordinator

James Larsen, DO, Medical Staff Chairman
Sally Coleman, Community Member
Carol Velasquez, CNO
Kaitlyn Hetterscheidt, Go Lake Chelan
Ty Witt, MD. CMO
Dee Barnett, HR Director
Manual Navarro, CVCH
Celeste Thomas, Marketing

REVIEW OF MISSION:

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

OTHER BUSINESS:

CONSENT AGENDA:

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

1. Board Minutes of April 26, 2016.
2. Financial & Business Office Report
3. Vouchers/Warrants; \$830,904.36, in payroll direct deposits; \$802,066.29. Write offs: \$153,194.23 bad debt, Charity Care: \$25,889.93, Bankruptcy: \$1,401.52, with combined total of \$180,485.68.
4. Policies and Procedures
 - Suicide Precautions for ED Patients
 - EMO-Employee Medical Options
 - Sanctuary-Organizational Chart
 - Restraints Policy (CAH)
 - Background Checks for Practitioners Processed Through Medical Staff
 - Admission of Newborn (CAH)
 - Online Medical Control (CAH)
 - Café Hours of Service
 - LCCH & Clinics Environment of Care (CAH)

Consent Agenda Motion: T. Warren / Second: M. Murphy & approved by Board of Commissioners

SPECIAL REPORTS:

- **CVCH Residency Program – Keri Bergeson, M.D.**
 - Dr. Bergeson and Dr. Butler presented a proposal that LCCHC review a rural track primary care residency program in partnership with CVCH. CVCH would be the lead agency and the program would be administered by the University of Washington with the first year in Seattle and spending two years in Chelan. The clinical aspect would be at CVCH and the hospital would be providing the

settings for ED, delivery, C-sections, Sanctuary, surgeries, etc. Benefits include a pool of providers that would be interested in working in our area. Costs include the time it takes to teach and administer the program. The idea has been introduced to the medical staff and they are open to continued review.

Motion to move forward with the community assessment: T. Warren / 2nd: F. Miller & approved by Board of Commissioners

– **Medical Staff Report – James Larsen, D.O.**

- We welcomed new providers, Tabettha Bradley, M.D. - General Surgeon, Danny Campbell, PA-C - Family Medicine Urgent Care, Deborah Mauro-Bender, CRNA, and Trent Lyman, PAC – Orthopedics
- Dr. Larsen reported that there is a shortage of physicians for rural areas.
- Medical Staff has given their support for the Resident program and would like to move ahead with the feasibility assessment.
- The new officers are: Chief of Staff, James Larsen, DO – Vice Chair, Ty Witt, MD – Secretary, Keri Bergeson, MD.
- Quarterly peer reviews conducted by Dr. Stevenson through an outside agency.

– **Cyber Insurance Increase Proposal – Vickie Bodle**

- National reports indicate that healthcare systems are increasingly being exposed to cyber-attacks. The latest issue is with ransom ware which locks users out of their system unless a ransom is paid. Cascade Medical Center in Leavenworth was victim of a cyber-attack that made local news headlines. LCCHC required the staff to take an online training to help prevent unauthorized access to our systems. A proposal to increase the level of cyber insurance was presented to the board.

Motion to approve the increase of cyber insurance: T. Warren / 2nd M. Murphy & approved by Board of Commissioners.

– **First Quarter Safety Dashboard – DeLynn Barnett**

- On the Quality Dash Board we were meeting or exceeding the indicators except in needle sticks, and frequency which were in the red. Ongoing RCA and training will continue to remedy this condition.

STATE OF THE HOSPITAL REPORTS

– **Operating Report – Brad Hankins, COO**

- The quote for coating the pipe under the cafeteria came in at \$17,304 if the pipe can be repaired without digging into the parking lot. The low point appears to be just outside the dining room wall.

– **Outpatient –**

- Our strategic plan called for behavioral health providers to be co-located with the primary care physicians at the clinic. The benefits would include improved operational flow, higher Medicare reimbursement through the provider based rural health clinic designation and meeting the state recommendation that we integrate behavioral health and primary care. Dr. Cagle and Brad worked on finding the right schedule and space to have part time clinic hours at Lake Chelan Clinic and were unable to find an appropriate solution.
- We will be opening a sports medicine service line this summer through our orthopedic and Physical Therapy departments. The first services will be Monday morning walk-in Ortho, coach/trainer/parent/athlete education, and concussion management. Meetings begin with Athletic Directors next week.
- We changed our orthopedic program to accommodate our surgery schedule. Dr. Schkrohowsky will be in Winthrop on Mondays and at Lake Chelan Clinic on Thursdays.
- Our primary care/specialty medical no-show rates remain at five percent.

– **Quality & Patient Safety – Carol Velasquez, CNO**

- In April, there was one reported medication error on Med-Surg, and there was one fall with injury on Sanctuary.

- There were three patient or family concerns reported in April.
- LCCHC submitted a progress report to DOH.
- **Patient Care Services –**
 - We completed phone interview for the CRNA position. We had one on-site finalist interview last week, and we have another scheduled this week.
 - We completed a second round of interview with two applicants for a per diem Radiology Tech position this week, and we expect to make an offer by the end of the week.
 - We have a second round interview scheduled next week with a candidate for the MSU/OB Manager position.
 - Nurses' week will be May 6th – 12th. The nursing leadership team cooked breakfast. The theme this year was, "A Culture of Safety – It Starts with You." Eight awards were awarded to Gail Bergeron, Kendra Colin, Kristie Davis, Delena Eisenhard, Amy Fricke, Kim Ramella, Kris Rainville and Anna Vlasova.
 - Amy Fricke received a, "Nurse of the Year Award" from the North Central Washington Nurse Week organization.
 - Vernita Nolan received an award for, "Excellence in Healthcare and Nurse Advocacy" at the NWone conference last week.
- **Chief Financial Officer – Vickie Bodle, CFO**
 - April financial statements closed with net income at (\$36,400) for the month and (\$293,191) for the year.
 - AR days 61.2 with hospital and clinic.
- **Chief Executive Officer –Kevin Abel, CEO**
 - Ken will analyze our water quality with Cascade Analytical who does most of the water testing for the region and will check for lead and other contaminants at a cost of \$55 per sample. This is the same company the City of Chelan uses and samples will be taken from all three floors.
 - LCCHC participated in a local disaster drill in partnership with the schools, law enforcement, and Chelan Fire Department #7. EMS and hospital staff was able to set up the decontamination tent as a part of the drill. The drill meets the requirement for the state surveyors.
 - The Department of Health Survey required that we make changes to the feeds from the emergency generator. We received bids from the MSRC Small Works Roster and selected Sazan Group to do the design work. We have a waiver from the Fire Marshal and DOH until April 1, 2017.
 - The Department of Health Survey wanted a review of the swing bed use on the Sanctuary. This is still in process at the DOH as an issue of non-reviewability.
 - Several regional healthcare organizations are participating in the Transforming Clinical Practices Initiative (TCPI) grant from CMS. On May 4th representative from LCCHC, Samaritan, Confluence Health, Family Health Centers, Cascade Medical Center and Chelan Douglas Department of Health met and agreed to work collaboratively on primary care transformation. They discussed how the group will leverage the collective learning and the TCPI grant to have consistent transformation projects throughout the region.
 - The facilities workshop is scheduled for June 2nd. Jody Carona from Health Facilities Planning and Development will facilitate the meeting. A draft agenda includes public comment, a debt capacity discussion with Ross Manson of Eide Bailly, a discussion on strategic questions, vision and guiding principles, strategic facilities master plan, site analysis and options.
 - A letter from the hospital attorney to the City of Chelan's attorney was sent, indicating our opposition to the vacation of Nixon Avenue. Amanda Ballou at Heritage Height's, has been notified that the letter was sent.
 - Confluence Health and Samaritan Healthcare signed a memorandum of understanding outlining a potential affiliation between the organizations. The MOU describes having Samaritan lease the facilities to Confluence and Confluence hiring the employees and operating healthcare in Moses Lake. LCCHC has had discussions with Confluence Health regarding levels of partnership. Dr. Rutherford and Confluence would like to continue partnering in the areas of healthcare reform,

community health needs assessment, EMR, and some specialty services. Confluence is not interested in pursuing a full merger or facilities capital projects. Dr. Rutherford and Jeff Davis will come to a future LCCHC board meeting to discuss our current joint projects and possible areas where we could collaborate in the future.

OLD & NEW BUSINESS

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

A. Action Items:

1. Credentialing:

Kathy Hevly, ARNP

Re-appointment

Behavioral Health

Action Items Motion: T. Warren /M. Signorelli & approved by Board of Commissioners

MEETING ADJOURNED:

- Meeting adjourned @ 3:21P.M.

Submitted:



Board Secretary

6-21-16

Date

Attest:



Kevin Abel, CEO

6-21-2016

Date