

**CHELAN COUNTY PUBLIC HOSPITAL DIST NO. 2
LAKE CHELAN COMMUNITY HOSPITAL
MEETING OF THE GOVERNING BOARD**

**August 22, 2017 – LCCH BOARD ROOM
5:30 PM – 7:10 PM**

MEETING MINUTES

CALL TO ORDER

Mary Signorelli called the meeting to order at 5:32 P.M.

Members Present:

Mary Signorelli, Chair
Phyllis Gleasman, Vice Chair
Tom Warren, Commissioner
Mary Murphy, Commissioner

Members not present:

Fred Miller, Commissioner

Others in Attendance:

Kevin Abel, CEO
Brad Hankins, COO
List attached

Vickie Bodle CFO
Donna Strand, CNO

REVIEW OF MISSION:

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

AUDIENCE:

- Arnold Baker, FD #5 handed out the EMS data in partnering with Fire District #5. Stated that we are ahead of the goals that were established and thank LCCHC for their partnership.
- Arlene Abbott from the Foundation introduced the official name change of the Foundation to Lake Chelan Health & Wellness Foundation.
- Welcome was extended to Donna Strand, our new CNO.

OTHER BUSINESS:

COMMUNITY CONSENT AGENDA:

1. USDA Special Meeting Minutes July 25, 2017
2. Board Minutes of July 25, 2017
3. Financial & Business Office Report
4. Vouchers/Warrants: \$836,470.42, payroll direct deposits: \$845,777.40. Write offs: Bad Debt-Hospital \$122,170.06, Bad Debt-Clinic \$0.00; Charity Care-Hospital \$34,384.25, Charity Care-Clinic \$208.23; Bankruptcy \$0.00: with combined total of \$156,762.54.
5. Policies & Procedures
 - Transfer of ED Patients Policy (CAH)
 - Medicines, Dispensing, Disposing (CAH)
 - Medication Administration – PCS
 - Designation of Medical or Trauma Team Activation Policy
 - Utilization of Pediatric dose Chart Policy
 - OB Triage Initial Assessment
 - Patients Using Own Medications in the Hospital

Consent Agenda motion made by Tom Warren to approve the Consent Agenda, & approved by Board of Commissioners.

SPECIAL REPORTS:

- **Replacing Hospital Financing – Kelly Arduino, WIPFLi, Jim Nelson,**
 - Plan of Finance – All documents have been drafted – Bond issuance, Moody’s application and we are waiting on the USDA approval.
 - General Obligation Bonds, paid by property tax, rates have decreased below the .38 per \$1,000.
 - It is recommended that the commission move forward with a 25 year GO bond as it is the best rate for the public if current interest rates hold. There are indications that rates on USDA may go down in October.

- Foster Pepper prepared the draft bond resolution that was reviewed with the Board.
- We will have a resolution at the next Board meeting to protect the community by setting up parameters of no more than \$20 M principal, and other safety mechanisms.

- **Collins Woerman Contract – Steve Smith – Johnson, Gaukroger, Smith & Marchant**

- Barry Leahy, Dick Bratton and Steve Smith have extensively reviewed and changed some provisions on the AIA Standard Form Agreement between owner and architect contract with Collins Woerman.
- Changes include; increase liability insurance to \$2,000,000, dispute resolution, and termination expense to be reduced to actual expense for terminating the job rather than the full contact amount of the contract. Collins Woerman has agreed to those changes.
- Mr. Smith stated the contract is standard and in a position to be signed.

A motion was made to approve the final draft of the Collins Woerman contract was made by Tom Warren with the approval of all Board Members.

- **General Contractor Construction Manager Update – Dick Bratton, Kevin Abel**

- Preproposal informational RFQ meeting was held at 1:00 PM August 22, 2017 with the General Contractors interested in the Lake Chelan Community Hospital & Clinics building project.
- Ten large firms statewide attended the pre-proposal meeting.
- Proposal bids will be expected by the deadline of August 31st.
- The ten firms will be reduced to a short list finalized by September 12th with interviews scheduled for September 27th.
- GCCM process is important with having the contractor onboard during the architectural process working as a team to provide an essential schematic design that will benefit the hospital and the community.

- **Second Quarter Safety Dashboard – Kevin Abel**

- The Quality Dashboard was reviewed for the 2th Quarter 2017;
 - Positive indicators include –time loss, the number of injuries per 100 employees, injury severity rate and needle-stick /sharps frequency which was at .46.
 - One area requiring improvement is in timeliness. We had three claims reported, two of which were received late.

STATE OF THE HOSPITAL REPORTS

- **Operations & Outpatient – Brad Hankins, COO**

- **Operations:**

- The improvements to OR 2 and our scope cleaning room are complete.
- Painting the top of the horizontal concrete sun screens is complete.
- A minor repair of the elevator was completed.

- **Outpatient:**

- Our primary care/specialty medical no-show rate for July was 4.9%.
- Third available currently are 14.5 days.
- Martin Box, a UW Medical School WRITE student will train at LCCHC for six months.
- A special thanks to Sally and all the Lab staff for covering LCC the past several weeks.
- We currently have teams working on ACO/ACH and practice transformation with all groups making progress. A special thank you to the informatics and community based care groups.
- Our first Medicare wellness visits are now scheduled.
- We began routine integrated primary care depression screenings.
- LCC encounters are up 3% for the year-to-date.
- Through the end of July we performed 410 procedures and surgeries compared to 383 over the same period in 2016.

- **Medical Staff Report – Kevin Abel, CEO**

- Accreditation Council for Graduate Medical Education site visit on August 9, 2017 was very positive.

- **Chief Financial Officer – Vickie Bodle, CFO**
 - July's financial statements closed with net income of \$390,611 for the month.
 - Medicare's tentative settlement of \$685,849 for the 2016 cost report was received in August.
 - Combined AR days for the hospital and clinic for the month was at 69.03.
- **Chief Executive Officer – Kevin Abel, CEO**
 - LCCHC won the American Hospital Association 2017 Most Wired Award and we will be named in the National AHA Publication Hospital & Health Networks.
 - Annie Miller has joined LCCHC as our Discharge Planner.
 - The NCWACH is in the process of finalizing the implementation funding proposal for member clinics. The current proposal under review would give each clinic \$100,000 for participating and additional funding depending on the number of Medicaid patients seen in the clinic.

OLD & NEW BUSINESS:

- **Action Items:**

A. Resolution #578 Cancelling of Warrants

Resolution #578 has been approved by a motion from Mary Murphy with the approval of all Board Members.

B. Credentialing:

Credentialing: for August 22, 2017

John Laughlin, PA	Temporary Appointment	Behavioral Health
Mark T. Hanson, M.D.	Temporary Appointment	Consult Labs/Diagnostics
Richard Kaplan, M.D.	Provisional Appointment	Consulting – Tele-Radiology
Thomas F. Osborne, M.D.	Provisional Appointment	Consulting – Tele-Radiology
William L. Zinn, M.D.	Provisional Appointment	Consulting – Tele-Radiology
Christina Bosa, ARNP	Provisional Appointment	Allied – Labs/Diagnostics
John R. Maxwell, M.D.	Re-Appointment	Interventional Radiology
Christopher E. Rickman, M.D.	Re-Appointment	Consulting – Tele-Radiology
Joshua Sokol, M.D.	Re-Appointment	Consulting – Tele-Radiology
Peter T. Verhey, M.D.	Re-Appointment	Consulting – Tele-Radiology
Igor V. Zaytsev, M.D.	Re-Appointment	Consulting – Tele-Radiology
Amanda Carr, M.D.	Resident	Proctor – Kari Bergeson, MD

The credentialing has been approved by a motion from Phyllis Gleasman with the approval of all Board Members.

BOARD EDUCATION:

- WSHA State Budget Analysis 2017 – 2019
 - No cuts to Medicaid payments for hospital-based clinics.
 - A hospital safety net was funded, LCCHC received \$14,000 last year and we expect roughly the same amount in the future with the budget approved.
- WSHA Annual Conference is scheduled for October 12 and 13.

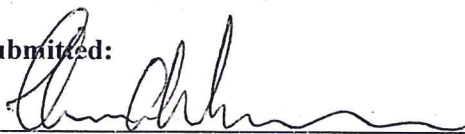
BOARD SUMMARY:

- Excited that the facility project is finally starting to come together.

MEETING ADJOURNED:

- Meeting adjourned @ 6:56 P.M.

Submitted:



Board Secretary

Date

9/26/17

Attest:



Kevin Abel, CEO

Date

9/26/2017

LCCHC Board Meeting

Sign in Sheet for 8/22/17

Jim Nelson, Bond Underwriter, D.A. Davidson
Betsy Seely LCCH
~~Betsy Seely LCCH~~
Dek DeHart DBPM
Ryan Stillman, LCCH
Jerry DeHart - CHEM citizen
Arlene Hobbs
Steve Smith
Arnold Baker