

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

**October 24, 2017 – LCCH BOARD ROOM
5:30 PM – 7:40 PM**

MEETING MINUTES

CALL TO ORDER

Mary Signorelli called the meeting to order at 5:30 P.M.

Members Present:

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

Others in Attendance:

Kevin Abel, CEO
Donna Strand, CNO
List attached
Vickie Bodle CFO
Ty Witt, MD, CMO

REVIEW OF MISSION:

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

AUDIENCE:

- Foundation – Annual Giving Campaign is in process, and all future funds donated will be designated for the new facility unless redirected to another program within the foundation by the donor.
- Congratulations to CVCH on the opening of their new clinic.

OTHER BUSINESS:

- **COMMUNITY CONSENT AGENDA:**

1. Board Minutes of September 26, 2017
2. Financial & Business Office Report
3. Vouchers/Warrants: \$983,697.07, payroll direct deposits: \$884,910.86. Write offs: Bad Debt-Hospital \$101,194.14, Bad Debt-Clinic \$29,996.17; Charity Care-Hospital \$35,353.33, Charity Care-Clinic \$0.00; Bankruptcy \$0.00: with combined total of \$166,543.64
4. Policies & Procedures

AMPH	TP
Throat Culture-Beta Strep Screen	Urine Culture
Aerobic Wound Culture	Fresh Frozen Plasma
LCCH Laboratory QA Plan	Vaginal Examination
Awards & Recognition	New Hire Process
Laryngoscope Blades Cleaning & Sterilization	

A motion made by T. Warren to approve the Consent Agenda with spelling correction, & approved by Board of Commissioners.

SPECIAL REPORTS:

- **Caregiver of the Quarter Award – Kevin Abel**

- James Ashmore, one of our EMT's, has received the 3rd Quarter Caregiver of the Quarter Award. James recently volunteered to do fire standby for the Forest Service and is a dedicated member of the EMS team.

- **Residency Update – Mike Romine and Keri Bergeson, M.D.**

- Columbia Valley Community Health, Lake Chelan Community Hospital & Clinics and the University of Washington made the decision to move the proposed start date for the residency program to November 2018. The key reasons for suspending the enactment of the program are due to the final financial study and timing on the contracts. We have received the Accreditation Council on Graduate Medical Education approval as a residency training site. Dr. Bergeson stated that starting the program in 2019 would allow for a better implementation of the program.

- **3rd Quarter Quality Dashboard – Courtney Wallace**

- AIM 1: Reduce preventable patient harm by 50% within 3 years as measured by patient falls, hospital acquired infections, pressure ulcers, and medication errors.
 - Hospital Acquired Infections: 0
 - Reportable Pressure Ulcers: 0
 - Falls: 1
 - Medication Errors: 5
- AIM 2: Reduce preventable caregiver harm by 33% within 3 years as measured by number of caregiver injuries.
 - Total employee injuries: 9
 - Claims: 1

- **Strategic Plan - Kevin Abel**

- LCCHC's strategic plan including goals, strategic initiatives and measurements were reviewed. Discussion on measurements included adding key internal and external quality data and development of a comprehensive plan to move toward an integrated EMR under the information technology strategic initiatives. Coordination with other hospitals to help District residents obtain services in the most appropriate location was added under the collaboration strategic initiative. The strategic plan goals and strategic initiatives were agreed upon.

A motion was made by T. Warren to approve the goals and strategic initiatives, & approved by Board of Commissioners.

- **2018 Capital and Operating Budget – Vickie Bodle**

- The 2018 Capital Budget includes \$448,572 in capital purchases plus an allocated amount of \$51,428 for unanticipated needs that may emerge, for a total capital budget of \$500,000. The Senior Team ranked and sorted the departments' requests according to the established criteria. Commissioners have reviewed the proposed budget.
- Vickie Bodle, CFO discussed the operating budget provided in the Board packet in detail. The budget included economic forecasts from World at Work Survey, Economic Research Institute (ERI), Alliant, Consumer Price Index (CPI), and historical information. The overall proposed budget includes:
 - Net Operating Revenue \$27,403,702
 - Salary & Benefit Expense \$21,061,211
 - Other Expense \$7,401,057
 - Total Expenses \$28,462,268
 - Non-Operating Revenue \$1,626,061
 - Net Income \$567,495

A motion to approve the 2018 Capital Budget was made by T. Warren & approved by Board of Commissioners

STATE OF THE HOSPITAL REPORTS

Chief Nursing Officer – Donna Strand, RN, CNO

- The laboratory audit by the Department of Health passed with a few corrections.
- Mock codes are planned for Oct 30th – Nov 2 in different areas throughout the hospital.

Chief Medical Officer – Ty Witt, MD CMO

- Medical staff will be bringing surgical cases to discuss at the medical staff meeting for educational purposes.
- Trent Lyman, PA-C has been instrumental with coverage for the walk-in clinic.

Chief Financial Officer – Vickie Bodle, CFO

- September's financial statements closed with net income of \$17,842 for the month. Year to date net income is \$166,125.
- AR days were 69.

Chief Executive Officer – Kevin Abel, CEO

- The remodel of the restroom on the third floor has been completed, and the remodel for Patient Access at the ER entrance is due to started in November.
- Lake Chelan Clinic had an unannounced Rural Health Clinic licensing survey from the Department of Health on October 11th. The clinic had no findings and the team at the clinic are celebrating a very positive review.
- Qualis conducted the second evaluation of Lake Chelan Clinic as a part of the ACH Healthier Washington Practice Transformation grant. The findings are positive and show improvement in all areas, Care Coordination, Enhanced Access, Patient Centered, Organized Evidence, Continuous Team Based, Empanelment, Quality Improvement & Engaged Leadership, over February's evaluation.
- Medicaid has implemented a new opioid policy which limits the number of doses prescribed for short-term use.
- Bouten Construction Company out of Spokane has been selected as the General Contractor Construction Manager for the hospital project based on the point scale used in the process. The General Contractor Construction Manager process facilitated by Dick Bratton included approval by the state board, Request for Qualifications, interviews, Request for Final Proposals and final proposals for fee and special conditions. The AIA contract is under review by LCCHC attorney as well as the USDA and will be brought to the Board for final approval. Some of Bouten Construction Company's past projects include the replacement Mount Carmel Critical Access Hospital in Colville, Providence Medical Park in Spokane Valley, Omak Family Health Center, Kootenai Health East in Coeur d'Alene, and the River Pavilion expansion for Kadlec Regional Medical Center.
- The irrigation system from Isenhart Irrigation needs to be relocated. RH2 is redrawing the plans and specs for this project. It should be completed before the year end.

OLD & NEW BUSINESS:

– Action Items:

A. Resolution #580 2018 Budget

Resolution #580 2018 Budget was reviewed and approved with a motion from T. Warren with the approval of all Board of Commissioners.

B. Credentialing:

Jennifer Snyder, MD	Re-appointment	Family Medicine
Danny Campbell, PA-C	Re-appointment	Family Medicine
Amanda Dutton, MD	Re-appointment	Tele Radiology
Jeffrey Zorn, MD	Re-appointment	Tele-Radiology
Helmuth Vollger, MD	Re-appointment	Tele-Radiology
Richard Rossin, MD	Re-appointment	Tele-Radiology
Neil Staib, MD	Re-appointment	Tele-Radiology
Gregory Kenyherz, MD	Re-appointment	Tele-Radiology

Liam Morris, MD
Roy Lin, MD

Provisional
Provisional

Cardiology
Cardiology

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

BOARD EDUCATION:

A. WSHA Annual Meeting

- Highlights include: According to Dr. Ezekiel Emanuel the country will continue to move towards population health models but that rural health will lag behind cities and suburbs in implementation. Kevin presented on the 2015 fire impacts in Chelan at the conference.

BOARD SUMMARY:

- Good discussions today.

MEETING ADJOURNED:

- Meeting adjourned @ 7:40 P.M.

Submitted:

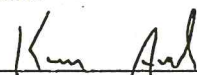


Board Secretary

Date

11/28/17

Attest:



Kevin Abel, CEO

Date

11/28/2017