

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

**March 20, 2018 – LCCH BOARD ROOM
1:32 PM – 3:32 PM**

MEETING MINUTES

CALL TO ORDER

Mary Signorelli called the meeting to order at 1:32 P.M.

Members Present:

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

Others in Attendance:

Kevin Abel, CEO	Vickie Bodle, CFO
Brad Hankins, COO	Donna Strand, CNO
Ty Witt, M.D.	Attendance sheet attached

REVIEW OF MISSION:

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

OTHER BUSINESS:

- **COMMUNITY CONSENT AGENDA:**

1. Regular Board Meeting Minutes, February 27, 2018
2. Special Board Meeting Minutes, February 27, 2018
3. Special Board Meeting Minutes, February 28, 2018
4. Special Board Meeting Minutes, March 5, 2018
5. Special Board Meeting Minutes, March 9, 2018
6. Financial & Business Office Report
7. Vouchers/Warrants: \$592,761.36, payroll direct deposits: \$462,372.15. Write offs: Bad Debt-Hospital \$98,654.38; Bad Debt-Clinic \$0.00; Charity Care-Hospital \$40,112.47, Charity Care-Clinic \$314.44; Bankruptcy \$0.00: with combined total of \$139,081.29.
8. Policies & Procedures:
Continuous Quality Improvement Committee Charter (CAH)

A motion was made by M. Murphy to approve the Consent Agenda. It was seconded and so approved by Board of Commissioners.

SPECIAL REPORTS:

- **Interim CEO**

- The Board introduced Steve Patonai as LCCHC Interim CEO. Steve gave a short work history about himself. Kevin stated he will be assisting Steve with the transition for the next two weeks on the strategic plan, public hospital district regulations, critical access hospital regulations, CAH reimbursement, capital and operating budget, replacement hospital status, introductions to outside business partners, project updates, introductions to staff, participation in staff meetings and other activities.

– **General Obligation Bond – Jim Nelson, Kelly Arduino, Brad Berg**

- Jim Nelson reviewed the General Obligation Bond status indicating no major changes except for the dates. He noted that the Federal Reserve raised the short term bond rates, but LCCHC is still well within the target interest rate. USDA toured the hospital and future site on Mar 13th. Kelly Arduino related that USDA's state office is committed to forwarding the application to the national office. From that point it takes approximately two to three weeks. The state office indicated that there are no foreseeable concerns and should be issued during the second quarter of 2018. Brad Berg provided a short update on the Bond Resolution.

A motion was made to approve the General Obligation Bond Res #587 by T. Warren, 2nd M. Murphy, so approved by the Board of Commissioners.

– **Death with Dignity – Ty Witt, M.D.**

- Dr. Witt presented Medical Staff's request that LCCHC allow providers to opt in if they choose on the Death with Dignity act. The service is not to be provided in the hospital or clinic settings. The physicians feel that this would occur on very rare occasions. The board packet included the WSHA template for the allowance of providers to opt in, the check lists, and forms that are required by law by the provider. The LCCHC policy was reviewed in detail.
- It was recommended that the physicians educate the community that the hospital is not encouraging this act nor discouraging participation in the act.

A motion was made by P. Gleasman to accept this policy to read on the second paragraph, "...with a patient of this district..." and the fifth paragraph to read, "...it prohibits patients from taking the medication at the hospital and clinics". It was seconded by T. Warren.

The motion was amended by P. Gleasman to read on the second paragraph, "...with a patient of this organization...", and "...it prohibits patients from taking the medication at the hospital and clinics", seconded by T. Warren and approved by all five Board of Commissioners.

– **Replacement Hospital Draft Budget – Kevin Abel**

- The draft budget from Bouten was presented to the hospital Board of Commissioners for their review. The budget is a working draft which will assist Barry Leahy and Bouten to move into the next phase of the project. Some of the figures were derived by Bouten, and other figures were derived by LCCHC. One concern was the potential inflation costs regarding steel. Kevin stated that there are some areas that the Facility Steering Committee along with Barry Leahy could look at to improve the budget. The schematic will be on hold until financial support by United State Department of Agriculture's, (USDA) has been approved.

– **Replacement Hospital Space Allocation Program – Kevin Abel**

- The space program is a result of Collins Woerman and Bouten's work with the caregivers of LCCHC over the past three months.

A motion was made to move forward with the general space program to include the clinic by F. Miller, seconded by P. Gleasman & so approved by the Board of Commissioners.

– **Annual Critical Access Review – Delynn Barnett**

- The Annual Critical Access Hospital Report is required by the Department of Health and Human Services. The report consists of statistics, service changes and accomplishments that supported our critical access hospital status for the past twelve months. All numbers and indicators in the report support our continued license as a critical access hospital.

A motion to approve the Annual Critical Access Report made by T. Warren & approved by the Board of Commissioners.

STATE OF THE HOSPITAL REPORTS

- **Chief Operations Officer – Brad Hankins, RN, COO**

- **Operations**

- A minor re-wiring of the ambulance garage was done to increase the amperage of power to the ambulances
- The LCC meeting room project begins April 23rd
- 64 work orders we processed in February
- Minor office touch ups are in progress on the third floor

- **Outpatient:**

- Our primary care/specialty medical no-show rate for February was 5.5%
- Third available currently are 12 days
- We have performed 11 Annual Wellness Visits (AWV) to date this month
- Practice management began in late February with the structure of the provider dash boards and needed reports currently being worked on
- The regional Whole Person Care Collaborative is Saturday
- We begin training for genicular nerve ablations Thursday, our first patient is scheduled for the 29th
- We have settled on a two-team model for our transformation to team based care
- Talks continue on open access scheduling with a hybrid system currently being favored
- Round two of our Chronic Care Self-Management Meetings begins this month
- Encounters are increasing in integrated Out Patient Behavioral Health. (OPBH)
- Recruiting continues on replacement ARNPs for Dr. Waszkewitz's open practice

- **Chief Nursing Officer –Donna Strand, RN, CNO**

- The CNO visited Snoqualmie Medical Center & Coulee Medical Center. Our process with growth and needs for the community and hospital are in line with our expectations and other hospitals.
- The flu notices have been removed from the doors
- The nurse staffing plan changed to September to coincide with the budgeting process.

- **Chief Medical Officer –Ty Witt, MD CMO**

- Dr. Waszkewitz will be leaving LCCHC in September.
- The Peer Review process had Dr. Colver for the first time this past month. He will be coming on a quarterly basis as part of our ongoing peer review quality assessment.

- **Chief Financial Officer – Vickie Bodle, CFO**

- February financial statements closed with net income of (\$97,115) for the month.
- Combined AR for the hospital and clinic for the month was at 72.6 days.
- Kevin is recommending that we hold work on the schematic design for the replacement hospital building project pending the USDA letter. We are holding on the Department of Commerce grant and voted bonds pending the USDA letter to reimburse construction in progress. (CIP)

- **Chief Executive Officer – Kevin Abel, CEO**

- Agustin Benegas coordinated the 5th annual Family Fit and Fun Night with the Manson School District. Support from the Lake Chelan Health & Wellness Foundation and the Max program play a major role in the event.
- The regional kickoff retreat for the North Central Accountable Community of Health (NCACH) Whole Person Care project will be this Saturday, March 24th. This subgroup of NCACH will manage activities such as the integration of behavioral health with primary care. Jill Thompson will be the LCCHC lead at the meeting.
- The Board of Fire District 7 would like to move to a monthly rental agreement for EMS staff housing and ambulance space. The current agreement trades space for services such as training, firefighter physicals,

fit testing, treadmills and other services. The current arraignment is not working for either organization due to scheduling issues with training and physicals.

- The Medical Staff approved to changing the way quality reporting is done at the monthly meetings. The presentation will be a written report with graphs that should free up medical staff time.
- The irrigation pipe at Apple Blossom Center was successfully pressure tested by RH2. Ken Peters did a nice job of managing the project.
- The Lake Chelan Health and Wellness Foundation with assistance from Westby & Associates Inc. have submitted a \$500,000 grant to the Murdock Foundation on March 1st. Murdock will request a site visit and the request can take several months to evaluate.

OLD & NEW BUSINESS:

- Action Items:

A. Resolution:

Resolution #586 Interim CEO

A motion was made by T. Warren to appoint Steven D Patonai as interim CEO to start training with Kevin on Mar 19, 2018, and commence as interim CEO on April. 1, 2018, 2nd by F. Miller and so approved by the Board of Commissioners

Resolution #587 General Obligation Bond

A motion was made to approve the General Obligation Bond Res #587 by T. Warren, 2nd M. Murphy, so approved by the Board of Commissioners. See Special Reports above for action taken.

B. Credentialing:

Bradley R. Craig, M.D.	Provisional Apt.	Active - ED Dept. Internal Med
Joshua Schkrohowsky, M.D.	Re-appointment	Active - Orthopedic
Rodney Mortensen, PT	Re-appointment	Allied - Physical Therapy
Stephen Fox, M.D.	Re-appointment	Consulting - VRAD
William Wong, M.D.	Re-appointment	Consulting - VRAD
David Moon, M.D.	Re-appointment	Consulting - VRAD
Christopher Rickman, M.D.	Re-appointment	Consulting - VRAD
Virginia Schreiner, M.D.	Re-appointment	Consulting - VRAD

The credentialing has been approved by a motion from P. Gleasman, 2nd by T. Warren and so approved by the Board of Commissioners.

BOARD SUMMARY:

- A gift was presented to Kevin Abel for his nine years of service by the Board of Commissioners.

MEETING ADJOURNED:

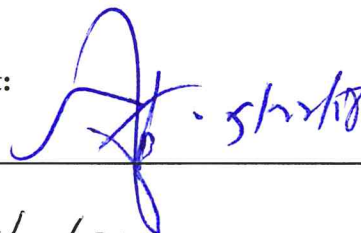
- Meeting adjourned @ 3:32 P.M.

Submitted:

Fred Miller
Board Secretary

5/22/18.
Date

Attest:


CEO

5/22/18
Date