

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

**JUNE 19, 2018 – LCCH BOARD ROOM
1:30 PM – 3:13 PM**

MEETING MINUTES

CALL TO ORDER

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

Members Present:

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

Member Present by Phone:

Jordana LaPorte, Commissioner

Others in Attendance:

Vickie Bodle, CFO
Ty Witt, M.D.
Attendance sheet attached

Brad Hankins, COO
Donna Strand, CNO

REVIEW OF MISSION:

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

OTHER BUSINESS:

- **CONSENT AGENDA:**

1. Regular Board Meeting Minutes, May 22, 2018
2. Special Board Meeting Minutes, May 15, 2018
3. Special Board Meeting Minutes, May 31, 2018
4. Special Board Meeting Minutes, June 7, 2018
5. Financial & Business Office Report
6. Vouchers/Warrants: \$594,498.06, payroll direct deposits: \$936,383.90. May, 2018 Attestation Write offs: Bad Debt-Hospital \$79,863.43; Bad Debt-Clinic \$0.00; Charity Care-Hospital \$55,568.73, Charity Care-Clinic \$0.00; Bankruptcy \$0.00: with combined total of \$135,432.16.

A motion was made by P. Gleasman to approve the Consent Agenda, seconded by F. Miller and approved by Board of Commissioners.

STATE OF THE HOSPITAL REPORTS

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

- **Operations**

- Interior painting has progressed to the clinical areas of the hospital.
- Construction on a portion of the LCC waiting room into a conference room has been completed.
- Environmental Services had 103 repair requests since the last report.

- **Outpatient:**

- Our primary care/specialty medical no-show rate for May was 4.2%.
- Third availables are currently at 11 days.
- Molly Downey, PA-C has joined Walk-In and Family Medicine.
- Primary practice management is now occurring on a monthly basis.
- Genicular nerve ablations are going well, our next service line development for three compartment partial knees are now available.
- A locums ARNP is covering Walk-ins due to Joey Victoria-Lopez being out on FMLA.

- Recruitment continues for Dr. Waszkewitz's position.
- We are on track for our ACH change plan to be complete and submitted to NCACH by July 1st.
- Beginning June 19th, Catholic Family Services will offer two days per week intakes at LCCH. They will be increasing their Chelan counseling services by a half day per week on July 22th, three days per week DMHP coverage will continue.
- **Chief Nursing Officer –Courtney Wallace for Donna Strand, RN, CNO**
 - The new nurse scheduling for the Holidays was put into place for the Memorial Weekend. All went well.
 - There has been minimal wait times between patient walk-in and being seen by the physician in the ER with the new system introduced this past month.
 - RN Skills Day was last week, and CNA Skills Day is occurring in the Bragg Room today.
 - An additional Ultrasound technician has been added to expand Radiology coverage.
- **Chief Medical Officer –Ty Witt, MD CMO**
 - The new peer reviewer is working well with the Medical Staff.
 - Kudos to Courtney Wallace for initiating new metrics, goals and educational experiences for our providers.
 - Dr. Witt is providing random chart reviews for coding analysis. With a coordinated group effort between providers, assistants, and our review process we have set our goal to be at 100% accuracy in the Medicare charting process.
 - Credentialing Committee will be restructured in August and will consist of three physicians. The current Chief of Staff, past Chief of Staff and the Chief Medical Officer will comprise the committee and will meet and review the credentialing files prior to the Medical Staff meeting with their recommendations for Medical Staff approval.

- **Credentialing – Phyllis Gleasman**

- Credentialing:

Roy Bergman, M.D.	Provisional	Cardiology
Ketan Davae, M.D.	Provisional	Tele-Radiology
Jess Field, CRNA	Provisional	Anesthesia
Richard Kaplan, M.	Re-appointment	Tele-Radiology
Scott Chang, MD.	Re-appointment	Tele-Radiology
Emily Ho, M.D.	Re-appointment	Tele-Neurology
William Murray, MD	Re-appointment	Cardiology
Aura Sanderson, PA-C	Re-appointment	Labs, Infusions & Diagnostics
Lillooet Bryner	MEDEX Student	Barstad MD/Hevly ARNP
Lisa Padin	MEDEX Student	Hevly ARNP/Barstad MD
Gailyn Benjamin	Medical Student	Tobe Harberd MD
Andrew L. Gray	Medical Student	Keri Bergeson MD
Caleb M. West	Medical Student	Keri Bergeson MD

A motion was made by P. Gleasman to approve the credentialing, seconded by M. Murphy and approved by the Board of Commissioners.

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

- May's financial statements closed with net income of \$87,092 for the month.
- YTD's financial statements closed with net income of (\$269,575), \$915 over the budgeted loss of (\$270,490).
- Combined AR for the hospital and clinic for the month was at 64 days

- **Chief Executive Officer – Steve Patonai, Interim CEO**

- No report available. Steve Patonai is out ill.

OLD BUSINESS:

- **CEO Recruitment Update – Mary Signorelli, Board Chair**
 - Mary Signorelli shared that B.E. Smith has had good responses to the posted CEO position.
 - Updated B.E. Smith timeline:
 - o July 13th Executive Session to review on-paper candidates.
 - o July 16-20 Skype™ with selected candidates.
 - o July 24th: Debrief in Executive Session.
 - o July 30th On-site full day.

NEW BUSINESS:

- **Board Retreat – Mary Signorelli, Board Chair**
 - A two day Board Retreat is being planned for August 8th & 9th.
 - Two board members, P. Gleasman and M. Murphy, will meet with Steve to plan the agenda for the Board Retreat.

OTHER BUSINESS:

- Phyllis read some articles on Tele-Medicine and Micro-hospitals and said we are heading in the right direction as a hospital in the community.

EXECUTIVE SESSION:

- At 2:38 P.M. Commissioner Chairman, Mary Signorelli announced Board Members would convene into Executive Session to assess the appraisal received. – RCW 42.30.110(1)(b) & RCW42.30.110(1)(c)

REGULAR SESSION:

- The Board of Commissioners reconvened into Regular session at 3:12 PM with no decisions and no further business to report.

MEETING ADJOURNED:

- Meeting adjourned @ 3:13 P.M.

Submitted:

Fred McEllan
Board Secretary

7/24/18
Date

Attest:


CEO

7/24/18
Date