

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

**JANUARY 22, 2019 – LCCH BOARD ROOM
1:30 PM – 3:04 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, Secretary
Mary Murphy, Commissioner
Jordana LaPorte, Commissioner

Others in Attendance:

Steve Patonai, CEO
Vickie Bodle, CFO
Brad Hankins, Clinic Administrator
Ty Witt, M.D., CMO
List of attendees

REVIEW OF MISSION:

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

PUBLIC COMMENTS:

- Delynn Barnett, Director of Human Resources introduced Jamie Minnock, OB/MSU Supervisor.

OTHER BUSINESS:

- **CONSENT AGENDA:**

- A. Regular Board Meeting Minutes, December 20, 2018 (was removed from the consent agenda.)
- B. Budget Meeting Minutes, December 18, 2018
- C. Special Board Meeting, November 19, 2018
- D. Affiliation/Partnership Committee Meeting Minutes, December 6, 2018
- E. Community Committee Meeting Minutes, November 7, 2018
- F. Community Committee Meeting Minutes, December 4, 2018
- G. Facilities Committee Meeting Minutes, November 12, 2018
- H. Vouchers/Warrants \$1,125,781.96; payroll direct deposits \$952,340.14. Write offs: Bad Debt-Hospital \$201,377.93; Bad Debt-Clinic \$8,914.27; Charity Care-Hospital \$25,152.22; Charity Care-Clinic \$426.00; Bankruptcy \$0.00 with combined total of \$235,444.42.
- I. Credentialing:

Alison B. Haimes, M.D.	Initial Appointment	V-Rad, Consulting
Shwan Kim, M.D.	Re-appointment	V-Rad, Consulting
Joshua Marshak, M.D.	Resident – Emergency	Proc: Brian Barstad, M.D.
Julie Lerman, M.D.	Resident – Family Med	Proc: Megan Guffely, M.D.
Sara Wels, ARNP	Student – Behavioral Health	Proc: Kathy Hevly, ARNP
Kaitlin Soost	Student - Physical Therapy	Proc: Jeff England, DPT

A motion was made by P. Gleaman to approve the credentialing as presented, seconded by J. LaPorte, and approved by the Board of Commissioners.

A motion to approve the consent agenda with the removal of the Regular Board Meeting Minutes of December 20, 2018 for corrections by F. Miller, seconded by J LaPorte, and approved by the Board of Commissioners.

OLD BUSINESS:

- Nothing reported at this time

NEW BUSINESS:

- **Semi Annual Medical Staff Report – Jennifer Snyder, M.D. - Vice Chair of Medical Staff**
 - Joshua Burnell, M.D. joined CVCH and LCCHC Medical Staff as a Family Medicine provider.
 - Emergency Department approved a goal/plan for the provider to see the patient within ten minutes.
 - Tobe Harberd, M.D. was named the, “Rural Practitioner of the Year in the State of Washington”.
 - The University of Washington Residency program continues to grow. Match Day is March 15th: this is where we will see which residents are assigned to CVCH/LCCH. The residents will start at the University of Washington for their first year, and will be starting in June/July 2020 at CVCH/LCCH.
- **Board Elections & Responsibilities – Mary Signorelli, Chair**
 - Chair - Phyllis Gleasman
Duties:
 - Medical Staff
 - Facilities Steering Committee
 - Affiliations/Partnership Committee
 - V. Chair - Mary Murphy
Duties:
 - Quality
 - Affiliations/Partnership Committee
 - Secretary - Fred Miller
Duties:
 - Finance
 - Trustee/Retirement
 - Commissioner – Jordana LaPorte
Duties:
 - Community Committee
 - Finance
 - Warrants/Vouchers
 - Commissioner – Mary Signorelli
Duties:
 - Community Committee
 - Credentialing
 - Facilities Steering Committee

A motion to nominate Phyllis Gleasman as Chair was made by J. LaPorte, seconded by F. Miller, and approved by the Board of Commissioners.

A motion to nominate Mary Murphy as Vice Chair was made by F. Miller, seconded by Jordana LaPorte, and approved by the Board of Commissioners.

A motion to nominate Fred Miller as Secretary was made by M. Murphy, seconded by J. LaPorte, and approved by the Board of Commissioners.

- Meeting was turned over to the 2019 Chair, Phyllis Gleasman.
 - A discussion took place in regards to the status of the new facility – The architects are still in the stage of designing the best footprint for the hospital and clinics, which was discussed at the Board Retreat in August 2018. Ground breaking is still scheduled for late 2019.
- **Finance Committee Report – Fred Miller & Vickie Bodle CFO**
 - Admits were up this year from last year.
 - Patient days were up this year from last year.
 - Surgeries were up 10% from last year.

- Emergency Department visits were down from last year and with lower acuities.
 - Net Loss for December (\$205,699) was (\$227,916) under the budgeted income of \$22,217. (Draft)
 - Net income for year-to-date was (\$198,198). (Draft)
 - AR days for Hospital & Clinic was at 60 days.
 - A request to add a line item to the reports for Bad Debt Recovery.
 - A question from a Board member was directed to the Finance Officer in regards to repeat offenders in the ER for Bad Debt. Due to the EMTALA rules, the hospital cannot refuse to see a patient due to non-payment.
 - WIPFLi™ came to LCCH and is doing research for us, on how to maximize our charges for patient services.
 - Truven™ an analytics company will be coming to analyze and provide a quarterly report based on volumes, which will provide a process for best practices in different departments. This streamlining effect will help reduce expenses and provide us with new processes to maximize our proficiencies and productivity.
- **Business Plan 2019 – Steve Patonai, CEO**
 - Steve Patonai stated on the next board meeting in February the Board will be receiving a report indicating updates and activity within the first pillar of the Business Plan. Every month another pillar will be presented to the Board.
 - **Resolution #603 –Equipment Surplus**
A motion was made to approve Resolution #603 to surplus a Blood Culture Incubator from 1987 by M. Signorelli, seconded by M. Murphy, and approved by the Board of Commissioners.

STATE OF THE HOSPITAL REPORTS

- **Clinic Updates Presentation – Brad Hankins, RN, Clinic Administrator**
 - 3rd availables were at 8 days this past month, so far in January the average for 3rd availables is at 6.
 - LCCHC will be having an ACO relaunch day on February 21st. The Board is invited to attend at 10 AM. The agenda will be sent at the end of this week.
 - In the ACH program, LCCHC came in second place for 2018 with a percentage of 99%. Othello, who came in first place, was at 99.2%. A big thank you to Jill Thompson and Ray Eickmeyer for their efforts on the success of the ACH program
 - Kevin Morris, DPM started in the LCC in January.
 - The advanced depression screening, “PHQ39” was adopted by the clinic.
 - Marketing efforts in Orthopedics in the Wenatchee area began in January.
 - We chose our first specialty of Diabetics for the program “Population Based Health & Whole Person Care”. We will extend our care and focus with additional specialties, i.e. hypertension, etc., as time progresses.
- **Medical Staff Report – Ty Witt, CMO**
 - Dr. Witt addressed Commissioner, Fred Miller’s question from the last board meeting on, “Hardware Removal Kit”. There are different manufactures of hardware, and you need a kit by the same manufacturer to remove the hardware. The plan is to have the operation report from the surgery that was performed to know which manufactured hardware was used, then schedule the manufacture to come out and be in attendance for a demo on the removal of the hardware. This would be at no expense to the hospital; the expenses would be with the patient having the hardware removed.
 - As a representative from the Medical Staff, Dr. Witt, M.D. requested the Board to look into a new EMR system.
 - Dr. Witt is resigning as the Chief Medical Officer as of February 1, 2019. There is no replacement as of this time.
- **Quality & Patient Care Services –CNO**
 - Quality is not available today.

- **CEO Report – Steve Patonai, CEO**
 - LCCHC hired a new CNO, Kris Haasl. She will be starting February 4th.
 - There will be a Leaders Retreat on Thursday, January 24, 2019 at the Grange in Manson, followed up by Rap Sessions for all employees the following week.
 - Steve attended the NCW Hospital group and met other CEOs from hospitals in the area to discuss challenges, thoughts, and opportunities to partnership.

- **PUBLIC COMMENTS:**
 - No public comment at this time.

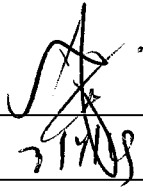
- **OTHER ANNOUNCEMENTS:**
 - Mary Murphy announced it is time for the Board Evaluations, and the CEO evaluation.
 - The Board would like to see a list of contracts and/or leases.
 - The hospital reduced the number of rental units down to two. There is a DOH retention rule which we need to follow to retain certain files for determined times. We have utilized the basement of LCC for some of the items removed from the storage sites.

- **MEETING ADJOURNED:**
 - Meeting adjourned @ 3:04 P.M.

Submitted:

Fred Miller
 Board Secretary
2/26/2019
 Date

Attest:


 CEO
2/26/19
 Date