

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

**DECEMBER 20, 2018 – LCCH BOARD ROOM  
1:30 PM – 3:43 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, Interim CEO  
Vickie Bodle, CFO  
Brad Hankins, Clinic Administrator  
Ty Witt, M.D., CMO  
Donna Strand, CNO  
List of attendees

**REVIEW OF MISSION:**

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

**PUBLIC COMMENTS:**

- No public comment.

**OTHER BUSINESS:**

- **CONSENT AGENDA:**

- A. Regular Board Meeting Minutes, November 27, 2018
- B. Special Meeting Minutes, November 19, 2018
- C. Affiliation/Partnership Committee Meeting Minutes, October 4, 2018
- D. Affiliation/Partnership Committee Meeting Minutes, November 1, 2018
- E. Community Committee Meeting Minutes, October 4, 2018
- F. Community Committee Meeting Minutes, November 1, 2018
- G. Facilities Committee Meeting Minutes, November 12, 2018
- H. Vouchers/Warrants \$162,799.51; payroll direct deposits \$953,625.39. Write offs: Bad Debt-Hospital \$164,961.01; Bad Debt-Clinic \$4,756.46; Charity Care-Hospital \$32,855.34; Charity Care-Clinic \$426.00; Bankruptcy \$0.00 with combined total of \$202,999.41.
- I. Credentialing


David Ellis, CRNA	Locums	Anesthesiology
Michael Rimpler, CRNA	Initial Appointment	Anesthesiology
Michael Bergman, CRNA	Initial Appointment	Anesthesiology
Jacobo Rivero, M.D.	Reappointment	Emergency Medicine
Alissa Diehl, M.D.	Reappointment	Emergency Medicine
Jeffery England, MPT	Reappointment	Physical Therapy
Karen Caldemeyer, M.D.	Reappointment	Tele-Radiology
Blake Poleynard, M.D.	Reappointment	Tele-Radiology

William Zinn, M.D.	Reappointment	Tele-Radiology
Jonathan Bold, M.D.	Reappointment	Tele-Radiology
Elaine Khatod, M.D.	Reappointment	Tele-Radiology
Adam Hecht, M.D.	Reappointment	Tele-Radiology
Kory Herrick, M.D.	Reappointment	Tele-Stroke
Ruth Thomson, D.O.	Reappointment	Tele-Stroke
Emily Ho, M.D.	Reappointment	Tele-Stroke
Derek Clark, M.D.	Reappointment	Tele-Stroke
Todd Czartoski, M.D.	Reappointment	Tele-Stroke
Nirav Shah, M.D.	Reappointment	Tele-Stroke
Andrew Smith, M.D.	Resident	ED –Barstad, M.D.
Angela Mei	Student	Behavioral Health –Hevly, ARNP

*A motion was made by J. LaPorte to approve the consent agenda, seconded by F. Miller and approved by Board of Commissioners.*

**EXECUTIVE SESSION:**

- At 1:31 P.M. Commissioner Chair Mary Signorelli, announced Board Members would convene into Executive Session to discuss CEO Candidate –RCW 42.30.110(g).

**REGULAR SESSION:**

- The Board of Commissioners reconvened into regular session at 2:21 P.M.
- Resolution #601- Governing Board By-Laws  
*A motion was made by M. Murphy to approve the Governing Board By-Laws with corrections to Section 7.1, seconded by F. Miller and approved by Board of Commissioners.*
- Resolution #602 - CEO  
*A motion was made to remove Steve Patonai as Interim CEO and appoint him to permanent CEO by M. Murphy, seconded by P. Gleasman and approved by the Board of Commissioners.*
- B.E. Smith Addendum: An addendum to the original contract to continue with B.E. Smith in the future when needed.  
*A motion was made to accept the addendum terms by M. Murphy, seconded by P. Gleasman and approved by the Board of Commissioners.*
- Resolution #592 – Property Surplus  
*A motion was made to approve the amended Resolution #592 by J. LaPorte, seconded by F. Miller and approved by the Board of Commissioners.*

**OLD BUSINESS:**

- **D.A. Davidson – Jim Nelson**
    - Jim Nelson announced that the UTGO Bonds came in at \$.33 per 1,000 and the life of the bond was for 25 years. Previously our bond proposal at the time of election was for \$.38 per 1,000 with the life of the bond at 30 years.
    - The Bonds were priced on December 11, 2018 and our District’s credit was viewed stronger than BAA2 rating assigned by Moody’s by some investors.
    - The Bond’s Purchase Agreement has been signed and the bonds close on December 27<sup>th</sup>.
  - **Disaster Plan – Courtney Wallace**
    - The State requested three changes to our 2018 Disaster Plan.
      - Generator Waiver
      - Fuel Delivery and;
      - A letter guaranteeing preferential treatment for fuel delivery by Greens Petroleum.
- A motion was made to approve the amended 2018 Disaster Plan by M. Murphy, seconded by P. Gleasman and approved by the Board of Commissioners.*

## **NEW BUSINESS:**

### **- Finance Committee Report – Fred Miller & Vickie Bodle CFO**

- Net Loss for November (\$11,910) was (\$51,186) under the budgeted income of \$39,276.
- Net income for year-to-date was \$7,501.
- AR days for Hospital & Clinic was at 59.2 days.

### **- Business Plan 2018 – Steve Patonai, CEO**

- Steve Patonai presented the draft 2019 Business Plan and Budget. Key points include:
  - People –Implement new employee and physician satisfaction surveys with >60% & 60% participation.
  - Service – Achieve RHQN top 10% “Likelihood to Recommend” by year-end.
  - Quality / Safety – Achieve zero CAUTIs.
    - Achieve zero WSHA primary C-section outliers.
    - Reduce clinic 3<sup>rd</sup> availables to less than 5 days.
    - Complete greater than 90% annual clinic wellness visits.
  - Growth / Innovation – Achieve 2019 physician recruitment goal.
    - Explore Affiliation/Partnership opportunities with other hospitals/systems.
    - Complete new hospital construction by 2<sup>nd</sup> quarter 2021.
  - Finance – Achieve/exceed 2019 budgeted income from operations.
  - Community – Implement a comprehensive Community Communications Plan.
    - Increase wellness/education offerings and attendance by 10%.

### **- 2019 Budget:**

- The 2019 Capital Budget includes \$468,516 in capital purchases plus an allocated amount of \$51,000 for unanticipated needs that may emerge, for a total capital budget of \$518,516. 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 overall proposed budget includes:

• Net Operating Revenue	\$27,748,395
• Salary & Benefit Expense	\$21,933,176
• Other Expense	\$ 7,770,338
• Total Expenses	\$29,703,514
• Non-Operating Revenue	\$ 2,731,538
• Net Income	\$ 776,419

*A motion was made to approve 2019 Budget by P. Gleasman, seconded by F. Miller and approved by the Board of Commissioners.*

## **STATE OF THE HOSPITAL REPORTS**

### **- Medical Staff Report – Ty Witt, CMO**

- Nothing to report on at this time.

### **- Clinic Updates Presentation – Brad Hankins, RN, Clinic Administrator**

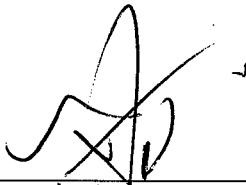
- The Clinics primary care and outpatient focus aligns with direction of the American Health Care system.
- The clinics see an average of 200 patients per day.
- The clinic had zero findings on 2017 WA Dept. of Health Rural Health Clinic Audit.
- We are #1 in the region for vaccinations in 2016 and 2017.
- We were tied with Qualis at 100% for the ACH Quality performer for all rural sites.
- The Clinician and Group Consumer Assessment of Healthcare Providers and Systems (CG-CAHPS) 2018 scores – helpful clerks/receptionists at Top Box 79.4%.
- 3<sup>rd</sup> availables were at 5.9 days this past month, with the 2018 average at 10.8 days.
- Moved to team based care.

- Adding Kevin Morris, DPM to staff starting January 1, 2019.
- **Quality & Patient Care Services –Donna Strand, RN, CNO**
  - The Department of Health resurveyed on November 14<sup>th</sup> and the surveyor was pleased with our addressing the cited deficiencies. We received the final letter.
  - We are developing a survey readiness team and making a plan to always be ready for a survey.
  - Donna Strand announced that this will be the last Board Meeting since she is retiring at the end of December.
- **CEO Report – Steve Patonai, CEO**
  - Steve thanked the Board for giving him the opportunity to serve as permanent CEO.
- **PUBLIC COMMENTS:**
  - MaryAnn Patton commented on this was the most exciting Board Meeting she has been to with the welcoming news of hiring a new CEO, the USDA loan and the UTGO bond.
- **OTHER ANNOUNCEMENTS:**
  - Mary Murphy announced that the Board will be writing a letter to the community on a quarterly basis. This letter will be posted on our website.  
*A motion was made to publish this news letter from the Board of Commissioners to the community on a quarterly basis by J. LaPorte, seconded by P. Gleasman and approved by the Board of Commissioners.*
- **MEETING ADJOURNED:**
  - Meeting adjourned @ 3:43 P.M.

Submitted:

Fred Miller  
 Board Secretary  
3/26/2019  
 Date

Attest:

  
 CEO  
3/14/19  
 Date