

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

**JULY 23 – LCCH BOARD ROOM  
1:30 PM – 3:35 PM**

**MEETING MINUTES**

**CALL TO ORDER:**

Phyllis Gleasman called the meeting to order at 1:31 P.M.

**Members Present:**

Phyllis Gleasman, Chair	Mary Murphy, Vice Chair
Fred Miller, Secretary	Jordana LaPorte, Commissioner
Mary Signorelli, Commissioner	

**Others in Attendance:**

Steve Patonai, CEO	Mike Ellis, CFO
Kris Haasl, CNO	Lisa Greenlee, Executive Assistant
Megan Guffey, CMO	List of attendees

**REVIEW OF MISSION:**

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

**PUBLIC COMMENTS:**

Jared LaMar commented he would be taking some video for a Foundation promotional video. Celeste Hankins stated there is a Community Health Needs Assessment meeting being held at the Senior Center August 8<sup>th</sup> from 5:30-6:30 PM and a Back to School fair on August 11<sup>th</sup> at the Community Gym from 4:00-6:00 PM. EMS has a grant to provide 76 free car seats at the fair.

**CHAIRS REPORT**

P. Gleasman reported the July 15-16 Board Retreat was a success and focused on patient-centered goals. Topics at the Retreat included Pillars of Excellence, legislative updates, and the WSHA presentation on Rural Hospitals. M. Signorelli stated she felt having a consistent facilitator was very important each year.

P. Gleasman stated all Board Members attended the Rural Hospital Leadership Conference in Chelan in July.

**CONSENT AGENDA:**

- A. Regular Board Meeting Minutes, June 18, 2019
- B. Special Board Meeting Minutes, June 20, 2019
- C. Special Board Meeting Minutes, July 9, 2019
- D. Special Board Meeting Minutes, July 10, 2019
- E. Special Board Meeting Minutes, July 11, 2019
- F. Special Board Meeting Minutes, July 12, 2019
- G. Annual Board Retreat Minutes, July 15 & 16, 2019
- H. Affiliation/Partnership Minutes, June 17, 2019
- I. Facilities Steering Committee Minutes, July 1, 2019
- J. Community Committee Minutes, July 12, 2019
- K. Vouchers / Warrants \$1,316,236.26; payroll \$1,014,395.27

L. Write-Offs & Charity: Bad Debt-Hospital \$26,039.52; BADE Debt-Clinic \$0.00; Charity Care-Hospital \$49,620.28; Charity Care-Clinic \$0.00; Bankruptcy \$0.00; Total \$75,659.80

M. Credentialing

Emily C. Bowen, MD	Student
Elisabeth McAlister, MD	Student
Gautum Nayak, MD	Cardiology
Christine Bosa, ARNP	CVCH Labs only
Alan Pratt, MD	VRAD
Joshua Sokol, MD	VRAD
Peter Verhey, MD	VRAD
Adam Nishimura, MD	Family Medicine/Emergency Dept.

*A motion was made by M. Signorelli to approve the consent agenda including credentialing, seconded by F. Miller, and approved by the Board of Commissioners.*

**OLD BUSINESS:**

**CEO Recruitment Update– Phyllis Gleasman**

P. Gleasman indicated the Board has video interviewed six candidates so far and has selected three for on-site interviews. The Board will be completing additional video interviews this week. These are experienced candidates and the interview process includes feedback from the Admin Team, Leaders and Physicians.

**Construction Project Update – Steve Patonai**

Keith Null is at the hospital this week working on schematic designs with the groups. The process is currently slightly ahead of schedule and he hopes to have the schematic design ready for Board approval at its August meeting. K. Null will be presenting the Facilities Steering Committee with an overview on Thursday after working with all the hospital teams on department design.

**NEW BUSINESS:**

**Finance Committee Report – Mike Ellis, CFO**

Mike Ellis presented financial reports for June. Cash on hand was approximately \$1.9 million. Net Operating Revenue was under budget 7% and salaries/benefits expense was 1% under budget for the month resulting in a Total Net Loss of \$94,699 versus a budget of \$130,343. The Director of Revenue Cycle started last week.

*A motion was made by J. LaPorte to accept the financials as presented, seconded by F. Miller, and approved by the Board of Commissioners.*

**2018 Audited Financials – Mike Ellis, Eric Volk (via phone)**

Eric Volk reviewed the WIPFLi report and stated that the Finance Team did an excellent job on the audit. The Financial Analysis was discussed along with the updated GASB accounting standards and key financial indicators.

*A motion was made by F. Miller to accept the 2018 Financial Audit as presented, seconded by J. LaPorte, and approved by the Board of Commissioners.*

**Resolution #604 – Surplus Equipment**

*A motion was made by M. Murphy to approve Resolution #604 for disposal of a surplus laboratory oven, seconded by F. Miller, and approved by the Board of Commissioners.*

**Business Plan Progress Report – Steve Patonai, Mike Ellis**

- Growth/Innovation Pillar Goals

- Achieve 2019 Physician Recruitment goals: Yellow
  - Holding off on Internal Medicine recruitment for now. Focused on Family Medicine.
- Explore Affiliation/Partnership opportunities: Green
  - 1+ meaningful discussion
- Feasibility of Manson Primary Care clinic: Red
  - Holding off until 2020
- Complete new Hospital construction project by 2Q2021: Yellow
- Finance Pillar
  - Achieve/Exceed 2019 budgeted Income from Operations: Red
    - Implement the DPRS: Yellow
    - Implement RVU-based compensation model in clinic: Red
    - Conduct comprehensive Revenue Cycle analysis: Green
    - Conduct in-depth review of all contracts and terms: Yellow
    - Establish a formalized Contracts Management system: Green

**Clinic Lease – Steve Patonai**

S. Patonai reported that the hospital and landlord have conceptually agreed to clinic lease renewal terms and are working through contract verbiage.

**457 Deferred Compensation Plan – Kate Piña**

The current 457 plan carried by the hospital is only available to executives or doctors. The new 457 plan is available to all employees, has no Administrative cost and is voluntary. The new plan does not replace the old plan but will enable more employees to have access to deferred compensation.

*A motion was made by M. Murphy to approve deferred compensation plan, seconded by M. Signorelli, and approved by the Board of Commissioners.*

**STATE OF THE HOSPITAL REPORTS**

**CMO Report – Megan Guffey, MD**

Dr. Guffey presented information on depression screening, behavioral health, chronic care management and clinician burnout. She explained how metrics are used to assist in providing education to the clinicians.

**Patient Care/ Clinic Update –Kris Haasl, CNO**

K. Haasl discussed the work going on at the clinic with the remodeling and painting. She stated the clinic is doing great work with the ACO. In the hospital she is working with K. Null on the hospital schematic design. There is a speech language pathologist interview scheduled for August. It would be a great benefit to the community to be able to offer this service.

**CEO Report – Steve Patonai, CEO**

S. Patonai reiterated that the Board Retreat went very well. J. Carona will provide information to LCCHC before the next Board meeting regarding some additional next steps. The CEO candidates are strong and on-site interviews begin next week.

**PUBLIC COMMENTS:**

A public member asked about cash reserves being less than two years ago.

**MEETING ADJOURNED:**

Meeting adjourned at 3:35 P.M.

**Submitted:**

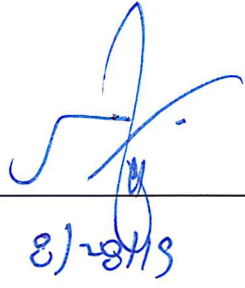
**Attest:**

*Fred Miller*

Board Secretary

*8/27/19*

Date



CEO

*8/28/19*

Date