

**MEETING MINUTES**

<b>Name of Group:</b> Board of Commissioners	<b>Date of Meeting:</b> 7/28/2020	<b>Time of Meeting:</b> 1:30-3:30 pm
<b>Title of Meeting:</b> Chelan County Public Hospital District No. 2 Meeting of the Governing Board		
<b>Facilitator:</b> Phyllis Gleasman, Chair		<b>Recorder:</b> Kylie Schmitz, Executive Assistant
<b>Attendance:</b>		
<input checked="" type="checkbox"/> BOC Chair (Phyllis Gleasman) <input checked="" type="checkbox"/> BOC Vice Chair (Mary Murphy) <input checked="" type="checkbox"/> BOC Secretary (Fred Miller)	<input checked="" type="checkbox"/> BOC Member (Mary Signorelli) <input checked="" type="checkbox"/> BOC Member (Jordana LaPorte)	
<b>Other:</b>		
<input checked="" type="checkbox"/> CEO (George Rohrich) <input checked="" type="checkbox"/> Interim CFO (Viola Babcock) <input checked="" type="checkbox"/> CQO (Maria Sirois) <input checked="" type="checkbox"/> CMO (Tabetha Bradley, MD)	<input checked="" type="checkbox"/> CNO (Jaime Minnock) <input checked="" type="checkbox"/> CCOO (Devon Ehlert) <input type="checkbox"/> CIO (Ross Hurd) <input checked="" type="checkbox"/> Eric Volk, Auditor	
<b>Meeting Objectives(s)/Purpose:</b> Regular Meeting of the Board		

FI – For Information; FD – For Discussion; FM – For Motion

<b>Time</b>	<b>Agenda Item</b>	<b>Facilitator</b>	<b>Topic/Action</b>
1:30	1. Call to Order	P. Gleasman	The meeting was called to order at 1:30 pm.
1:30	2. Review Agenda	Team	<p>A request was made to add Facilities Workshop &amp; Charter to Old Business.</p> <p><i>A motion was made by M. Murphy to add Facilities Workshop &amp; Charter, seconded by J. LaPorte and approved by the Commissioners.</i></p>
1:34	3. Resident Intro	J. Minnock	<p>UW Residents are here with CVCH. They will be rotating through inpatient, emergency and specialty care areas at the hospital.</p> <ul style="list-style-type: none"> <li>• Dr. Christine Davenport-Welter was on the call and gave a brief introduction.</li> </ul>
1:35	4. Consent Agenda	Commissioners	<i>A motion was made by J. LaPorte to approve the Consent Agenda, seconded by M. Signorelli and approved by the Commissioners.</i>
1:37	5. Old Business	G. Rohrich	<p>M. Murphy cited an amendment to the minutes under the actions for the clinic review to “develop vision with CVCH within the community.”</p> <p><i>A motion was made by M. Murphy to approve the minutes as amended, seconded by J. LaPorte and approved by the Commissioners.</i></p>
	a. Strategic Plan Minutes & Updates	G. Rohrich	
	b. Restart Hospital Project	G. Rohrich	G. Rohrich shared that he is confident LCCHC can achieve goals and improvements, but we will not see factual data until the end of the year.

	c. Facilities Workshop & Charter		<ul style="list-style-type: none"> <li>The Commissioners discussed schematics, criteria needed to un-pause the project, budgeting, and service lines.</li> <li>The Commissioners discussed the risk of waiting, the uncertainty of the pandemic and other potential events out of administration's control.</li> <li>G. Rohrich asked Commissioners to consider administrative review of the footprint and design to come up with suggestions of changes as a result of service lines and COVID. The changes and budgetary implications would be presented to the Board for approval.</li> </ul> <p><i>A motion was made by F. Miller to restart the hospital project to evaluate design in light of changes in Sanctuary and lessons learned from COVID, with changes coming before the Commission for approval, seconded by M. Signorelli and approved by P. Gleasman and J. LaPorte. M. Murphy opposed.</i></p> <p>The Facilities Workshop needs to be scheduled.</p> <ul style="list-style-type: none"> <li>Commissioners asked G. Rohrich to develop agenda, including review of service lines and opportunities for other departments/services.</li> <li>Commissioners would like a presentation from J. Carona prior to September on the evaluation done of current facilities.</li> </ul>
2:19	<p>6. New Business</p> <p>a. EMS Levy</p> <p>b. EMS Vehicle Insurance</p> <p>c. Podiatry</p>	<p>G. Rohrich</p> <p>G. Rohrich</p> <p>D. Ehlert</p>	<p>The Levy, Resolution #625, is contingent upon the current ballot and may be rescinded. There is a date correction, May 8, 2020 should be August 4, 2020.</p> <p><i>A motion was made by F. Miller to approve the EMS Levy Resolution #625 as amended, seconded by M. Murphy and approved by the Commissioners.</i></p> <p><i>A motion was made by F. Miller to approve the expenditure for EMS vehicle insurance, seconded by J. LaPorte and approved by the Commissioners.</i></p> <p>Wenatchee Foot &amp; Ankle would like to rent space in the Specialty Clinic 2 days per week.</p> <p><i>A motion was made by F. Miller to approve the podiatry contract, seconded by M. Signorelli and approved by the Commissioners.</i></p>

d. Relias Contract	J. Minnock	<p>This is a contract to replace HealthStream that offers more benefits to staff with CE credits and includes an OB RN component.</p> <ul style="list-style-type: none"> <li>• Contract recommended by Finance Committee.</li> </ul> <p><i>A motion was made by J. LaPorte to approve the Relias contract as presented, seconded by M. Signorelli and approved by the Commissioners.</i></p>
e. vRad Telemammo	M. Sirois	<p>vRad Telemammography contract includes real-time diagnostic studies for patients and overall will cost less than the current contract with Confluence.</p> <ul style="list-style-type: none"> <li>• Contract Recommended by Finance Committee</li> </ul> <p><i>A motion was made by M. Signorelli to approve the vRad Telemammography contract as presented, seconded by F. Miller and approved by the Commissioners.</i></p>
f. TruBridge Cloud Computing	G. Rohrich	<p>TruBridge is a division of CPSI, this will set-up and move the location of our data from TruBridge to the cloud.</p> <ul style="list-style-type: none"> <li>• Contract recommended by Finance Committee</li> </ul> <p><i>A motion was made by F. Miller to approve the TruBridge contract as presented, seconded by M. Signorelli and approved by the Commissioners.</i></p>
g. VM Ware	G. Rohrich	<p>VM Ware proposal is a one-time cost for upgrades and software storage.</p> <ul style="list-style-type: none"> <li>• Contract recommended by Finance Committee</li> </ul> <p><i>A motion was made by J. LaPorte to approve the Virtunet contract as presented, seconded by F. Miller and approved by the Commissioners.</i></p>
h. Quatris HealthCo Cancellation	V. Babcock	<p>The Quatris HealthCo cancellation is a one-time fee, services will be received to migrate data to our server.</p> <ul style="list-style-type: none"> <li>• Contract recommended by Finance Committee</li> </ul> <p><i>A motion was made by M. Signorelli to approve the cancellation as presented, seconded by J. LaPorte and approved by the Commissioners.</i></p>
i. Namely Contract Cancellation	V. Babcock	<p>Contract for HR software that had been partially implemented but we are not going to continue to use.</p>

**CHELAN COUNTY PUBLIC HOSPITAL DISTRICT No. 2**  
**LAKE CHELAN COMMUNITY HOSPITAL**  
**MEETING OF THE GOVERNING BOARD**

	j. Chemistry Analyzer	V. Babcock	<p><i>A motion was made by F. Miller to cancel the Namely contract, seconded by J. LaPorte and approved by the Commissioners.</i></p> <p>The current chemistry analyzer needs to be replaced, actively looking for a used unit to get by with until the new hospital is built.</p> <ul style="list-style-type: none"> <li>• Current electrical capacity does not support purchasing a new analyzer.</li> </ul>
2:45	7. Credentialing a. July 2020	M. Signorelli	<p>M. Signorelli presented the July summary sheet.</p> <ul style="list-style-type: none"> <li>• An amendment for Dr. Bradley’s specialty was noted as General Surgery instead of Family Medicine.</li> </ul> <p><i>A motion was made by M. Signorelli to approve the credentialing summary as amended, seconded by M. Murphy and approved by the Commissioners.</i></p>
2:50	8. Board Policy Review a. Document Control Plan b. CEO Position Description  c. Board Continuing Education Policy d. Board Bylaws Review	M. Sirois  P. Gleasman	<p>The Document Control Plan &amp; CEO Position Description were presented for discussion.</p> <ul style="list-style-type: none"> <li>• Outlines Board responsibility for governing policies and gives CEO authority for oversight of operational policies pursuant to CMS guidance.</li> <li>• Amendment was requested to change the initial “CAH” to “Critical Access Hospital” within the Document Control Plan.</li> <li>• Amendment was requested to update all areas still addressed as “LCCH” to “LCCHC” to encompass the organization.</li> </ul> <p>P. Gleasman reminded Commissioners to be aware of continuing education requirements.</p> <ul style="list-style-type: none"> <li>• M. Murphy proposed establishing an ad hoc Governance Committee to review Board policies, Bylaws, and orientation packet.</li> <li>• M. Murphy and J. LaPorte will compose the Governance Committee and will bring a Charter to the August Board meeting.</li> </ul>
3:00	9. Reports a. 2019 Audit	E. Volk	<p>Eric Volk, CPA, of Wipfli presented the 2019 Audit.</p> <ul style="list-style-type: none"> <li>• Commissioners discussed future adjustments &amp; liabilities related to the PEBB plan</li> </ul> <p><i>A motion was made by M. Murphy to accept the 2019 Audit as presented, seconded by M. Signorelli and approved by the Commissioners.</i></p>

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	<p>b. CEO Report</p> <p>c. Strategic Plan Dashboard</p> <p>d. Finance Report</p>	<p>G. Rohrich</p> <p>Exec Team</p> <p>F. Miller</p>	<p>G. Rohrich presented the CEO Report:</p> <ul style="list-style-type: none"> <li>• 3<sup>rd</sup> floor swing bed has been doing well</li> </ul> <p>The Executive Team presented the strategic dashboard pillars for the month of June.</p> <p>V. Babcock presented the June Financial Report.</p> <ul style="list-style-type: none"> <li>• Year-to-Date gives a more accurate representation of the true finances versus monthly report.</li> <li>• Team discussed reserves and COVID funding.</li> </ul>
3:50	10. Public Comment	P. Gleasman	<p>Question arose: Is “we” the original design committee or the entire Board?</p> <p>Board response:</p> <ul style="list-style-type: none"> <li>• In final decisions, design committee makes recommendations to the Board and the Board makes the final determination on decisions impacting the new hospital.</li> </ul>
3:25	11. Round Table	Commissioners	<p>F. Miller – good conversation, would like to see contracts streamlined for efficiency.</p> <p>J. LaPorte – Good conversation, agrees with making contracts more efficient. Some contracts are to replace required support thus not needing extensive time.</p> <p>M. Murphy – covered a lot of information and big decisions, thanks to CEO &amp; Team.</p> <p>M. Signorelli – appreciates the Finance Committee reviewing contracts and making recommendations, look forward to Facilities Workshop.</p> <p>P.Gleasman – appreciates the Finance Committee recommendations. Good, lively discussion today, encourages continuing diversity and sharing good opinions among Board.</p>
3:34	12. Break	P. Gleasman	P. Gleasman dismissed the Board to a brief intermission.
3:45	13. Adjourn to Executive Session	P. Gleasman	The Board reconvened at 3:45, at which time P. Gleasman announced the Board would retire to a 45-minute Executive Session to discuss performance of a public employee RCW 42.30.110(1)(g).
4:42	14. Adjournment	P. Gleasman	<p>The Board reconvened to open session at 4:42 pm. There being no further business the meeting was adjourned at 4:42 pm.</p> <p><b>Rate the Meeting:</b> The mean rating is 3.1</p>

7/29/2020; kls

**CHELAN COUNTY PUBLIC HOSPITAL DISTRICT No. 2  
LAKE CHELAN COMMUNITY HOSPITAL  
MEETING OF THE GOVERNING BOARD**

Attest:

*FRED MILLER*

FRED MILLER (Sep 8, 2020 14:01 PDT)

Fred Miller, Board Secretary

*george rohrich*

george rohrich (Aug 28, 2020 08:35 PDT)

George Rohrich, CEO









# Board Minutes 07.28.2020

Final Audit Report

2020-09-08

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