

CHELAN COUNTY PUBLIC HOSPITAL DISTRICT No. 2
LAKE CHELAN COMMUNITY HOSPITAL
MEETING OF THE GOVERNING BOARD
May 27, 2008 – LCCH BOARD ROOM
1:30 PM – 3:30 PM

MEETING MINUTES

I. CALL TO ORDER

1:30 PM

Mary Pat Scofield, Chairperson, called meeting to order at 1:33pm

Members Present:

Mary Pat Scofield, Chairperson
David Dickes, Vice Chair
Jim Wall, Secretary
Dennis Evans
Fred Miller

Members Excused:

Others in Attendance:

David Bernier, CEO
Toni Gomez, Executive Assistant
Lisa Anderson, CNO
DeLynn Cook, QA/RM
Karl Jonasson, Director EMS
Ross Hurd, IT
Cherie Lewman, HIMS

Judy Moser, Credit Services
Karen Spurgeon, Interim CFO
Susan Towne, Materials Management
Jerri Dion, Mgr. Business Office
Lee Tinsley, RN/Infection Control
Nancy Young, Dir. Human Resources

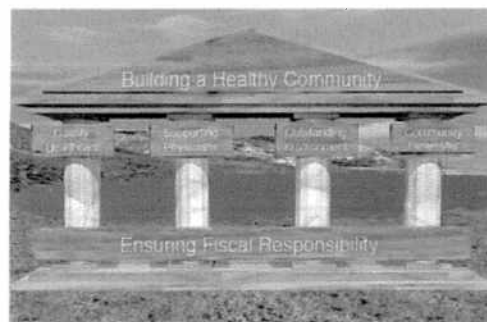
Mary Pat presented statement from the Board of Commissioners and asked for a moment of silence to remember those who lost their lives in the tragic accident at Stehekin.

MOTION:

Minutes of the April 22, 2008 Board Meeting were accepted.

Review of Mission & Vision

Mission: Our Business is Healthcare. Our Mission is to provide healing opportunities with care, compassion and dignity.



II. REPORTS/PRESENTATIONS

1:35 PM

State-of-the-Hospital Reports:

A. Quality Improvement/Risk Management –

- DeLynn Cook reported updates to the dashboard for the fourth quarter of 2007 are complete, she is currently inputting the QMM's which will be completed by the end of this week and presented to the Board in June.
- In the upcoming weeks DeLynn plans to meet with each of the department heads to discuss updates to their departmental dashboard reports for 2008 and goals for keeping up with National levels.
- The CPSI Quality Improvement software module installation is scheduled for the next month, which will make the reporting process quicker.
- DeLynn will be visiting with the Risk Manager from Pullman Hospital in June to get overview of their dashboard process. Dave expressed interest in her providing update/overview to him and the Board.
- CQI meetings resumed last week, Commissioner Dickes will attend monthly meetings. Sue Schults, Risk Manager from Washington Casualty will visit with DeLynn in June to go over QA/RM data. In closing, Dee noted the safety rounds continue to be done every other week.

B. Business Office Report –

- Karen Spurgeon, Interim CFO provided overview of operating income, statements, cash flow, and tax collections. Recruiting costs are high due to employment searches for CFO and Psychiatrist.
- The expense for generator lease will decrease after June as company installing new generator will absorb remaining lease contract during installation process.

C. Nursing Services Report –

- Lisa Anderson, RN, CNO reported the glass enclosures in the ER have been installed and although we have lost the use of an additional patient room having the upgrades brings us into compliance with HIPAA patient privacy requirements.
- The following job vacancies have been posted; RN (night shift), OB nurse and CNA, Lisa hopes to fill the positions before our busy summer season begins.

D. CEO/Administrator's Report –

- Dave Bernier, CEO reported the following marketing items are set in place:
 - Ad in 101 Things to do at Lake Chelan magazine
 - Lake Chelan Mirror insert ads
 - KOZI radio spots:
 - Lisa Anderson May 28th (Nursing)
 - Dr. Simons June 4th (Sun & Safety)
 - Dr. Kremer June 8th (Men's Health)
- DeLynn Cook, Director of Quality Assurance and Risk Management who came on board May 5, 2008, is busy getting orientated in her new position and is a very welcomed addition to the LCCH staff
- In place of Dinner with the Physicians, Dave is now hosting monthly breakfast meetings with the physicians to discuss current and future needs for the hospital, as well as anything on their minds that need to be addressed. This past month, some of the topics of discussion were youth mentorship, equipment needs, availability of chaplains and addition of phone in med/surg station.
- The cost to fix HVAC system is expected to exceed \$450,000. Approximately \$77,000 is remaining on our previously-awarded CBDG Grant, which must be depleted by November 2008. Barbara Engstrom, NW Grants, has indicated she may be able to secure additional funds from the Murdock Foundation for an estimated \$200,000.
- Lake Chelan Community Hospital participated in the Manson Apple Blossom Parade May 10th, placing first in the Commercial Float decoration category, our theme being "Summer Safety". Health logs, pens and pencils, chap sticks and calendars were handed out to the public. LCCH also participated in the Chelan Memorial Day Parade on May 22nd staff handed out marketing material as well as red and white carnations provided at cost by "Gifts That Make Cents". Flowers were proudly given to veterans and the elderly.
- A Joint Disaster Preparedness Exercise will held May 30th, with participants being the Manson School District, Chelan Sheriff Department, RiverCom, Lake Chelan Community Hospital (EMS), and Fire District 5.
- Commissioners will rotate attendance to the Medical Staff meetings which are held on the 2nd Tuesday of each month. Commissioner Evans, who reviews Credentialing files, will attend monthly meetings of the medical staff this quarter he will also attend the Caribou Trail meetings, as needed. Commissioner Dickes will attend the Quality Improvement Committee meetings on the 3rd Wednesday of each month. Prior to monthly Board

meetings Commissioner Miller will review financial reports and Commissioner Wall will review Warrants and Vouchers.

- Scheduled Board meetings, noticed and published in the Lake Chelan Mirror on May 14, 2008, are as follows for the remainder of 2008:
 - June 17th 1:30pm-3:30pm (Third Tuesday)
 - July 22nd 1:30pm-3:30pm
 - August 26th 1:30pm-3:30pm
 - September 23rd 1:30pm-3:30pm
 - October 28th 1:30pm-3:30pm
 - November 18th 1:30pm-3:30pm (Third Tuesday)
 - December 16th 1:30pm-3:30pm (Third Tuesday)

- Due to temporary housing challenges, Dave requested permission to prepare a Business Case Analysis for consideration on purchase of a condo, apartment or home in the Chelan area to house Locums and/or Physicians as need arises. David Dickes voiced concerns about investing in long term obligation and asked for more details outlining need and cost effectiveness of purchase.

- Research for potential building site and land are continuing, and a proposal will be presented to the Commissioners at the June board meeting. By July 15th, Kurt Salmon and Associates (KSA) will be finalized with updating data on valley demographics for 1970 through 2008, as well as projections for 2013 and 2018 (5-year incremental cycles).

- A Request for Proposal (RFP) to expend previously-approved CDBG Grant funds on the Heating, Ventilation and Air Conditioning System (HVAC) as well as the plumbing, will take place June 12, 2008. Results will be presented to Board at June 17th meeting.

III. OLD AND NEW BUSINESS

2:30 PM

A. Action Items; it was m/s/c to:

1. Approve Resolution #418, officially Amending Board meeting dates & times as presented.
2. Defer discussions on resolution for the EMS Levy to June. (Resolution for levy needs to be submitted fifty-two days prior to August 12th election).
3. Approve Credentialing of Dr. Clements, Dr. Dame
4. Approve Vouchers/Warrants as submitted
5. Approve Write-Offs & Charity Care as submitted

IV. OTHER BUSINESS

3:00 PM

A. Audience

- Karl Jonasson shared that our EMS Unit collaboration with Fire District 5 is working out well, adding that Memorial Day weekend was busy as usual.

- Lee Tinsley attended Conference on Compliance last month and will present future education session to the Board on topics relevant to compliance on Administrative and Board level.
- Jerri Dion and Karen Spurgeon will give presentation to Board regarding Medicare Recovery Audit Contractors (RACs). Business office is looking in to new process for verification of patient financial responsibility and ability to pay for Sanctuary stays. Lost revenue for hospital is due to conflict between patients contractual agreement vs. Insurance.
- Nancy stated 14 new employees have been hired board and Human Resources is currently working with outside agencies to fill CFO and Psychiatrist positions.

B. Executive Session


Executive Session was convened at 3:20 for the specific purpose of discussing bid approval process for a better hospital.

V. ADJOURNMENT **3:45 PM**
 Regular session was reconvened at 3:45pm and immediately adjourned with no action taken.

VI. ADJOURNMENT **3:45 PM**

Submitted:

Attest:



Board Secretary



Administrator/CEO

6-17-08

Date

6.17.08

Date