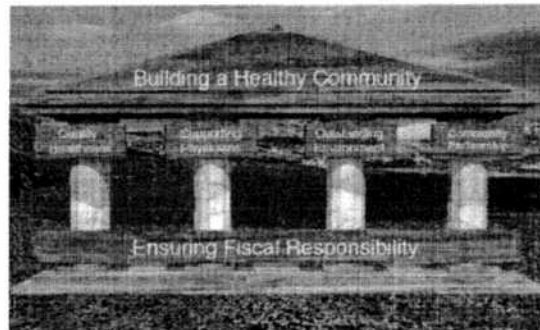


**CHELAN COUNTY PUBLIC HOSPITAL DISTRICT No. 2  
LAKE CHELAN COMMUNITY HOSPITAL  
MEETING OF THE GOVERNING BOARD  
April 22, 2008  
LCCH BOARD ROOM  
6:00PM – 8:00PM**

**MISSION:**

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

**VISION:**



**CALL TO ORDER**

Mary Pat Scofield, Chairperson, called meeting to order at 6:00 PM.  
Review of Mission & Vision

**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  
Jerri Dion, Mgr. Business Office  
Chief Baker, Fire District 5

Chief Ashmore, Fire District 7  
Karen Spurgeon, Interim CFO  
Susan Towne, Materials Management  
Karl Jonasson, Director EMS  
Mr. McLandress

**MOTION:**

Minutes of the March 25, 2008 Board Meeting were accepted.

## **REPORTS/PRESENTATIONS:**

### **EMS**

Karl Jonasson and Chief Baker from Manson Fire District 5 requested Board approval of EMS/Fire Collaborative Staffing Project (similar to collaboration LCCH has with Fire District 7). Recruitment of volunteers for both EMS and Fire department volunteers in Manson has been challenging, therefore, benefits of a joint effort will improve ability to provide fire and EMS services for the Manson area. It is estimated that response times of EMS to Manson residents will be cut by 6-8 minutes and there will be benefits to 3<sup>rd</sup> line coverage, especially in summer months. Trial period for collaboration would be May 2008 – December 2008. Shift per diem is available for staff and pay scales will be based on qualification rate. Billing for services will still be processed through Lake Chelan Community Hospital. In closing Chief Ashmore, Chelan Fire District 7 noted continued support and positive feedback with regards to their collaboration with LCCH and added his staff will be available to assist when needed for Manson. In Chelan alone, since the collaboration, response times have reduced 4.9 minutes.

### **Action:**

**It was Motioned, Seconded and Carried to:**

- **Approve Lake Chelan Community Hospital EMS and Chelan County Fire District 5 Collaborative Staffing Project.**

Celeste Thomas will send out press release to media regarding approval of project.

### **State-of-the-Hospital Reports:**

#### **Quality Improvement/Risk Management CQI Report – Lisa Anderson, CNO**

Lisa Anderson will provide update on Dashboard data to the Board in Executive Session. David Bernier reported DeLynn Cook has accepted the position as Director of Quality Improvement/Risk Management and will join the LCCH staff May 5, 2008. Lee Tinsley and Lisa Anderson will be working closing with DeLynn getting her up to speed with QI issues and reports.

#### **Business Office Report – Karen Spurgeon, Interim CFO**

Cash flow for month of March was good, and tax collections were at 17%. Cash reserves are positive and continue to grow. Approximately \$100,000 in Medicaid cost settlements should be received within the next few days, which will be added to LCCH reserves. Contractuals for month were 38%, 27% YTD and Accounts Receivable (A/R) days were 76.5. Operating revenue will increase due to receipt of \$12,000 for Lake Chelan Apartments (for taxes). Professional fees were up due to increase in MRI reads from Virtual Radiologic Consultants. Generator rental fee is \$3200.00 per month, Terry Johnson is working with contractor to setup new generator by mid to late May.

The Business office has outsourced private pay accounts to CPSI (effective March 1<sup>st</sup>), which will free up Judie Moser's time with Charity Care, etc. CPSI sends out private pay statements monthly and will be following up with phone calls on accounts. In return for services, CPSI will receive 10% of collections, excluding ARC unit and contract accounts.

### **Nursing Services Report – Lisa Anderson, CNO, RN**

Nursing Services has filled the CNA position but 1 full-time nursing position for the night shift still remains open.

Lisa shared that she attended a CPSI conference in Florida and returned with a lot of good information that she looks forward to implementing.

Lisa reported that the installation of the nurse call system is almost complete; phones are in process of being programmed.

### **CEO Report – David Bernier, CEO**

David Bernier's presented Resolution #417 Embracing the vision of "Building a Healthy Community" to the Board for approval.

#### **Action:**

**It was Motioned, Seconded and Carried to:**

- **Approve Resolution #417 with noted changes regarding release to media**

Commissioners suggested we send copy of resolution to Congressman Hastings and Governor Gregoire.

Lake Chelan staff is actively participating in the "Biggest Loser Contest". At present 36 employees have signed up for the April 15<sup>th</sup> thru October 15<sup>th</sup> contest.

#### **Dietary Services:**

The propane gas lines are being installed today, and the enhanced cooking equipment is en-route from California. Once the new equipment is installed and operational, the implementation of room service for inpatients will begin.

#### **Supporting Physicians:**

Dave reported on his March 27<sup>th</sup> strategic planning meeting with the clinic physicians. Columbia Valley Community Health and Lake Chelan Clinic support the idea of LCCH looking at option to rebuild/relocate and look forward to working cohesively to design and build a medical campus that is a win-win for the entire community. Dave also reported that he will have a monthly breakfast meeting with the physicians, on the 4<sup>th</sup> Tuesday of each month.

#### **Recruitment Efforts:**

John Chivers has accepted the position of Chief Financial Officer and will be joining our staff in July. Mr. Chivers plans to make another visit to the area in May to look at housing opportunities. Nancy Young continues to work with a recruiting firm to fill the Psychiatrist position. Our Quality Improvement/Risk Management position has been filled by DeLynn Cook, who will join the LCCH team May 5<sup>th</sup>.

#### **Website and Advertising:**

During the month of May, KOZI Radio will feature the following staff:

- Carolyn Hood, Celebrate Volunteers, April 23<sup>rd</sup>
- Craig Elsner, Physical Fitness & Safety, May 7
- Lisa Anderson, Nursing Services – Honoring Our Nurses, May 21

### **Community Wellness Forums:**

The Commissioners and I are inviting the residents to participate in Community Wellness Forums to inform us their expectations of LCCH, why they perceive the bond referendums did not pass, and their ideas for supporting a better hospital. Forums are scheduled for Chelan, Manson, and Stehekin for May 1, May 8, and May 14<sup>th</sup>, respectively.

**Management Conference Series.** On March 31<sup>st</sup> and April 14<sup>th</sup>, the managers enjoyed the first two lecture series (first on leadership, second lecture on creativity), sponsored by Disney Way. Following the luncheon, Dave treated the staff to lunch (on his dime). One remaining conference is scheduled fore April 28th, titled "customer service".

**Board Education:** A change to Board Member attendance at The Governance Institute seminar was discussed; all Board members and Dave will attend the *November 9-12, 2008* training in Carlsbad, CA.

(Grant request for funding to cover cost of educational portion was submitted to the Hospital Foundation, travel and hotel expenses will be covered by the hospital per diem).

## **I. OLD AND NEW BUSINESS**

**7:00 PM**

### **A. Action Items:**

It was Motioned, Seconded and Carried to:

1. Approve Resolution #417 embracing the vision of "Building a Healthy Community, with noted changes regarding media release.
2. Approve Lake Chelan Community Hospital EMS and Chelan County Fire District No. 5 Collaborative Staffing Project
3. Approve Resolution #416 Appointing Trustees for LCCH, responsible for overseeing all financial aspects of the organization. Fred Miller, David Bernier, Karen Spurgeon, and Nancy Young are appointed Trustees.
4. Accept Vouchers/Warrants as presented: \$401,891.40 in payroll #75688 to 75721, \$426,985.68 in accounts payable and payroll registers #160378 to 160684.
5. Accept Write-Offs in bad debts for referral to collections agencies per LCCH policy. (Bad Debt: \$35,860.41, Charity Care \$8,092.66, Bankruptcy \$6134.61).

## **II. OTHER BUSINESS**

**7:40 PM**

### **A. Audience**

- Karl Jonasson reminded everyone the EMS Banquet will be held at the Chelan Fire District Station on Saturday April 26<sup>th</sup>.
- Dave shared that in our recent financial audit we had zero findings/ Beth was 100% in compliance for Accounts Payable. Costs for the repairs to the HVAC system will exceed \$350,000. An estimated \$77,000 is still available on the CBDG grant that could be used in addition Barbara Engstrom, Grant Writer said she may be able to secure \$200,000 in grant funds from the Murdock Foundation.

- Plant Engineering is waiting on the delivery of doors to complete remodel of patient rooms in the emergency department.
- LCCH will enter a float in the Manson Apple Blossom Parade and will be designed to represent a "Summer Safety" theme. Anyone wishing to walk in the parade beside the float is welcome to meet the parade committee members at 9am for instructions and to pickup their t-shirts and hats.
- The EAC is having a car wash on Saturday April 26<sup>th</sup> at the Chelan Fire House from 10am-2pm. Proceeds will be used to purchase supplies for float decoration.
- Commissioner Dave Dickes and David Bernier, CEO will attend the Volunteer Recognition luncheon on Thursday April 24.
- CEO David Bernier recently observed a surgical procedure by Dr. Woods and shared that the experience gave him opportunity to have an overall view of how the physician and staff worked together as a team. During the procedure he was able to assess the current operating room environment (equipment, supplies, air conditioning, etc.)
- Dennis Evans will attend the Medical Staff meetings for Credentialing on the 2<sup>nd</sup> Tuesday of each month. David Dickes will start attending the QI meetings. Fred Miller will continue to review Finances and Jim Wall will continue to review Warrants.

**B. Executive Session**

Executive Session was convened at 7:40 for the specific purpose of discussing quality assurance issues.


**III. ADJOURNMENT**

**7:55 PM**

Regular session was reconvened at 7:55 pm and immediately adjourned with no action taken.

**Submitted:**

**Attest:**

  
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**Board Secretary**

  
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**Administrator/CEO**

5-27-08  
 \_\_\_\_\_  
**Date**

5-27-08  
 \_\_\_\_\_  
**Date**