

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

**October 26, 2010 – LCCH BOARD ROOM  
1:30 PM – 3:05 PM**

**MEETING MINUTES**

**I. CALL TO ORDER**

David Dickes, Chairman, called meeting to order at 1:30pm

**Members Present:**

David Dickes, Chairman  
Tom Warren, Commissioner  
Jim Wall, Vice Chairman  
Denny Evans, Secretary  
Fred Miller, Commissioner

**Others in Attendance:**

Kevin Abel, CEO	Lee Tinsley, Emp. Health/Infection Ctrl/URM
DeLynn Cook, Director of HR & RM	Karl Jonasson, EMS Director
Viola Babcock, CFO	Agustin Benegas, QA Asst.
Jacob Beaty, Materials Mgmt	Judy Moser, Credit Services
Celeste Thomas, Marketing/Pub. Relations	Emmett Aston, Foundation
Terry Johnson, Environmental Svc	Vince Lovato, Editor for Lake Chelan Mirror
Jerri Dion, Business Office Manager	Jane Jedwabny, Sanctuary Program Admin.
Kerri Stewart, Trauma Coordinator	

**REVIEW OF MISSION:**

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

**II. CONSENT AGENDA:**

It was m/s/c to approve the Consent Agenda as presented

1. Board Minutes of September 28, 2010
2. Financial & Business Office Report
3. Vouchers/Warrants: \$549,514.69 in payroll #76862 to #76866; \$622,880.08 in accounts payable and payroll, registers #171733 to 172067.
4. Write-Offs: \$267,472.96 in bad debts for referral to collections agency(ies) per LCCH policy, Charity Care: \$11,440.70, Bankruptcy: \$2,339.90, with combined total of \$282,263.77.

**III. REPORTS/PRESENTATIONS**

**SPECIAL REPORTS:**

2011 Budget

- Discussion of how the budget process works: projections, variables, salary increase, process for each department, overall 2011 budget, budget at a glance, 2011 budget for each dept monthly. Also discussed Washington Casualty renewal, capital purchases, travel and training.
- Projections: Forecast factors include WA State Economic & Revenue and the US Economic forecast. Per WA State forecasts, real wage & salary projections for 2011 are at 3.7%; Service producing for 2011 is at 1.7%. US Economic Forecasts employment cost index for 2011 is at 2.2%. The Office of

Financial Mgmt for St of WA projects a 5.6% increase in medical costs. Price Waterhouse projects medical benefit costs to increase by 9% for 2011. A 3% increase in wages was recommended for employees at LCCH to be competitive with other health care facilities in the area.

- Variables:
  - ½ FTE for Occupational Therapy
  - 5% Revenue for annual price increase
  - 5% Revenue for Dr. Woods clinic
  - 5% Revenue for Sanctuary
  - 10% Revenue for surgery
  - Both revenue and expenses for a FTE for Physical Therapy

#### 3<sup>rd</sup> Quarter Lake Chelan Community Apartments (HUD) Report

- Year-to-Date total income is \$114,851 - \$474 over budget. Total Expense is \$96,655 - \$5,353 over budget due to the use of a rent schedule reviewer and floor coverings. The unrestricted cash remains low @ \$6,898. Discussion took place indicating Wenatchee Valley Housing Authority is looking at funding options and the feasibility to sell property.

#### IV. STATE OF THE HOSPITAL REPORTS

##### **Quality Report - DeeLynn Cook, Director of HR & RM**

##### Quality:

- Agustin is meeting with Managers in Nov to discuss 2011 quality indicators. One indicator for each department will be how they can improve patient centered care.
- October is "Patient Centered Care Month": A tea tray is being provided for the patients and cards made by MOE students; Gifts that Make Sense provided flowers for the waiting room and admitting.
- Materials to supply eye covers and ear plugs for patient for a more comfortable sleep.
- Employee Retreat for Planetree, Nov 16<sup>th</sup> at Grandview Hotel.
- Third Quarter Dashboard was presented to Board

##### **Chief Nursing Officer – Kerri Stewart, ER Trauma Coordinator/Assistant CNO**

- Sanctuary was down one tech and just hired internal candidate Talla Claassen
- Flu shot clinics are scheduled and going well
- Trauma and stroke delegation will be in November

##### **Chief Medical Officer –Kevin Abel, CEO reporting for Dr. John Kremer, CMO**

- Dr. Kremer attending Educational Conference today.
- An article written by Dr. Kremer appeared this past week in the new Health and Wellness section in the Chelan Mirror, Dr. Waszkewitz is writing for the next issue.
- Dr. Kremer interviewed a potential candidate for the vacant ER doctor position.
- Hospital occupancy was high for the month of October.

##### **Chief Information Officer – Ross Hurd, CIO**

- Ross attended CPSI conference in Chicago. Stated that it was the highest attended CPSI.
- We have three informational technology systems within LCCH.
  - Main – CPSI,
  - T-System – chart notes, etc
  - COPE system
- Conversion from the paper Patient Chart to the Electronic Health Record (EHR) by 2015, which is the HITECH ARRA Meaningful Use reimbursement schedule.

##### **Chief Financial Officer – Viola Babcock, CFO**

- Viola presented current financial reports. Net income was \$27,353 for the month of September. Year-to-date net income was \$663,583.
- Rural indigent care reimbursement from Washington State Medicaid has been re-established.
- We are hiring a senior staff accountant to continue the facilitation of bringing accounting activities in house rather than paying an audit firm.

- We are implementing par inventory levels for purchasing and working toward our goal of reducing our inventory dollars. The reduction goal is currently between 35 and 30%. This will allow for increased cost report reimbursement.

**Chief Executive Officer – Kevin Abel, CEO**

Kevin reported the following updates:

- Read letter from former Sanctuary patient thanking & celebrating sobriety for 365 days.
- Welcomed Diane Witsil as Admin./Board/Administration Assistant
- CNO interviews are still in progress.
- Request by Heritage Heights to trim or cut trees.
- LCCH moved forward with the following 2010 approved capital budget purchases: CT power injector; HVAC controller; Centricity server; fetal monitors; snow removal equipment; washer/sanitizer.
- The Board and Administration are invited to tour the new Coulee Medical Center October 29, 2010, 10:15 – 3:00 PM.

**IV. OLD AND NEW BUSINESS**

**A. Action Items:** It was m/s/c to approve:

1. Resolution #469, 2011 Budget
2. Credentialing of Docs: Ariel Davis M.D. Telestroke/Neurologist

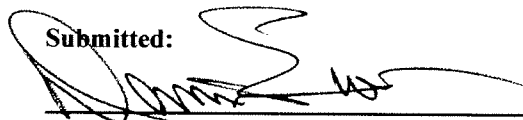
**V. OTHER BUSINESS  
AUDIENCE:**

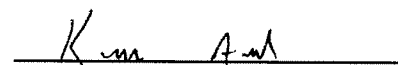
Emmett Aston reported for Foundation:

- Annual giving campaign donated \$7,500.
- Ron Lee resigned as Chairman of Finance.
- Amanda Ballou to take Ron Lee’s Chair Position

**VI. ADJOURNMENT:**

Meeting adjourned 3:05pm

Submitted:   
 \_\_\_\_\_  
 Board Secretary  
 11/16/10  
 \_\_\_\_\_  
 Date

Attest:  
  
 \_\_\_\_\_  
 Kevin Abel, CEO  
 11/16/10  
 \_\_\_\_\_  
 Date