

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

**October 25, 2011 – LCCH BOARD ROOM
1:31 PM – 3:04 PM**

MEETING MINUTES

CALL TO ORDER

Tom Warren, Chairman, called meeting to order at 1:31P.M.

Members Present:

Tom Warren, Chairman
Jim Wall, Vice Chairman

Denny Evans, Secretary
Phyllis Gleasman, Commissioner

Members Not Present:

Fred Miller, Commissioner

Others in Attendance:

Kevin Abel, CEO
Celeste Thomas, Marketing/PR
Carol Velasquez, CNO
Jeri Dion, Business Office Manager
Agustin Benegas, Quality Coordinator

Robert Wiegenstein, CFO
Brad Hankins, COO
Mary Signorelli, Community Member
Stan Morse, Community Member
Terry Johnson, Environmental Svc Mgr .

REVIEW OF MISSION:

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

OTHER BUSINESS:

Stan Morse made a statement about the Body in Motion Health Fair. "It was a huge success!"
Mary Signorelli is in the furniture business again as "Aston's Again" in Chelan.

CONSENT AGENDA:

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

1. Board Minutes of September 27, 2011.
2. Financial & Business Office Report
3. Vouchers/Warrants: \$643,163.46 in payroll direct deposits; \$627,123.72 in accounts payable and payroll, registers #176912 to #177325.
4. Write-Offs: \$110,671.83 in bad debts for referral to collections agency(ies) per LCCH policy, Charity Care: \$40,588.70 Bankruptcy: \$51.33, with combined total of \$151,311.86.

SPECIAL REPORTS:

2012 Budget Presentation – Bob Wiegenstein

- The Senior Team ranked the departments requests from 0-3 according to the set criteria for capital projects:
 - o Ensuring Financial Responsibility
 - o Patient Centered

- o Superior Healthcare
- o Quality Environment
- o Medical Staff Collaboration
- The Capital Requests were sorted by the total points received and the capital budget of \$600,000.00 was established.
- Bob discussed the operating budget provided in the Board packet in detail. The overall proposed budget includes:
 - o Net Revenue \$21,218,934.00
 - o Expenses \$20,585,722.00
 - o Net Income \$633,212.00

3rd Quarter Quality Dashboard – Brad Hankins

- All measures except for medication errors were within target. There were six medication errors without patient impact in the third quarter.
- We discovered the percent of medication reconciliations reported on this dashboard had not represented agency wide percentiles, it did not include newborns. The percent will be recalculated for the fourth quarter.

Lake Chelan Community Apartments – Kevin Abel

- LCCH was notified by Wenatchee Housing Authority of the deteriorated condition of the roof on Lake Chelan Community Apartments. Under the recommendation of Wenatchee Housing Authority the replacement of the roof was advised to avoid further damage to the building in the future. The bid for replacement was \$66,294.00.
- Board m/s/a expenditures on replacement roof.

STATE OF THE HOSPITAL REPORTS

Quality Report –Brad Hankins, COO

- There were 26 QMMs submitted in September. One quality trend was identified in MSU of six medication errors reported that were related to morning change of shift. The Patient Care Services team has identified, and addressed, three areas of concern; 1) medication scanning issues, 2) communication issues between night and day shifts, and 3) inexperience by recently graduated RN's.
- To-date in 2011, the Hospital has reported 17 patient falls and 20 medication errors.

Patient Care Services – Carol Velasquez, CNO

- Patient volumes decreased in September, as compared to August, but remain ahead of 2010 YTD.
- Patient Care Services was well represented at the Health & Wellness Fair.
- Kerry Stewart is en route to a Rural Health conference in Hawaii, where she was invited to present on the “Benefits of Participating in “Get With the Guidelines” from a Critical Access Hospital’s Perspective.”
- Kudos to Celeste Thomas and Marie Richerson for obtaining and implementing the new HALO SleepSack™. This wearable blanket replaces loose blankets in the crib which reduces the risk of SIDS.

Chief Medical Officer –Kevin Abel

- Dr. Charles T. Dobson has accepted the ER Physician position and will start on May 1, 2012.

Chief Financial Officer – Robert Wiegenstein, CFO

- September 2011 closed with net income at \$10,374 for the month.
- Our YTD net income for the nine months was \$645,007 compared to a budget of \$713,724 under budget by \$68,717.
- The Net Operating Revenue (replacing Gross Patient Revenue) reflects actual revenue received of \$1,592,836, which is \$73,240 over budget due to Respiratory Therapy, EMS and Swing Bed volumes.

- Accounts Receivable days dropped to a record low, 60.4 days, due to higher collections versus the billings for the month. It reflects an outstanding job by the revenue cycle team in registration, medical record, utilization review and the business office.

Chief Executive Officer – Kevin Abel, CEO

- LCCH is working closely with Lake Chelan School District on a contract service agreement providing Physical Therapy services to students.
- LCCH finished the attestation for meaningful use with Medicare on October 10th and Medicaid on October 11th. Bob is working with both Medicare and Medicaid to determine the final reimbursement amounts.
- The General Guild that oversees the activities of the three guilds requested to move meetings from several times per year to quarterly. Their bylaws require that the LCCH Board approve this change.
- LCCH received correspondence from the State Medicaid Administrator that the Critical Access Hospital Cost Base Program may be eliminated. This is an estimated reduction in reimbursements of \$709,000, which has been incorporated into the 2012 budget.
- LCCH has been notified by the Department of Retirement Systems that we may have to enroll our EMT's in the Law Enforcement Officers' and Fire Fighters' (LEOFF) Retirement System retroactive to 2005. This is problematic due to the fact that LCCH has been paying into the LCCH retirement system for these employees for the last six years. I recommend that the Board approve LCCH joining with other members of AWPHD as an "aggrieved party" to suspend further action on this matter pending an internal review of the Department's position.

OLD AND NEW BUSINESS

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

Resolutions:

- #484 Guild Executive Committee Meeting Schedule
- #485 2012 Budget
- #486 Staff Svc Agreement with Lake Chelan School District
- #487 EMS Levy
- #488 Regular Levy


- Credentialing the following Providers.

Cory Anderson, PA-C
 Joshua G. Schkrohowsky, MD
 Gregory Moser

Provisional - ER
 Provisional - Orthopedics
 Physician Assistant - Student

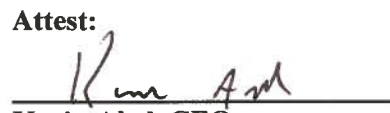
MEETING ADJOURNED:

- Meeting adjourned @ 3:04 P.M.

Submitted:


Board Secretary

Date 11/15/11

Attest:


Kevin Abel, CEO

Date 11/15/2011