

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

**July 26, 2011 – LCCH BOARD ROOM  
1:31 PM – 3:28 PM**

**MEETING MINUTES**

**CALL TO ORDER**

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

**Members Present:**

Tom Warren, Chairman	Denny Evans, Secretary
Jim Wall, Vice Chairman	Phyllis Gleasman, Commissioner
Fred Miller, Commissioner	

**Others in Attendance:**

Kevin Abel, CEO	Robert Wiegenstein, CFO
Celeste Thomas, Marketing/Pub. Relations	Sue Young, Sterile Proc. Coordinator
Emmit Aston, Foundation Rep.	Brad Hankins, COO
Carol Velasquez, CNO	DeLynn Cook, HR & Risk Mgmt
Stan Morris, Community Member	Mary Signorelli, Community Member
LeeTinsley, Emp Health/ Inf Control, UR	Jane Jebwabny, Sanctuary Program Admin
Vita Montelone, EMS	Amanda Ballou, Foundation President

**REVIEW OF MISSION:**

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

**OTHER BUSINESS;**

No public comments from audience.

**CONSENT AGENDA:**

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

1. Board Minutes of June 28, 2011
2. Financial & Business Office Report
3. Vouchers/Warrants: \$601,035.78 in payroll direct deposits; \$621,397.49 in accounts payable and payroll, registers #175528 to #175891.
4. Write-Offs: \$144,892.68 in bad debts for referral to collections agency(ies) per LCCH policy, Charity Care: \$13,677.05 Bankruptcy: \$00.00, with combined total of \$158,569.73.
5. Policy & Procedures:

10.65	Smoke Free Housing for LCCA	35.06	Depositing Withheld Income Tax & RICA
10.66	Account Write Off		
10.67	Medical Students/Residents	35.07	Issuing a Replacement Warrant
11.00	Patients Medical Records	35.09	Unemployment Compensation Quarterly Report
11.01	PT Documentation		
11.02	Billing of Service Units	35.21	Board Level Detailed A/P Review
30.02	Hospital Owned Cellular Phones	35.41	Restricted & Unrestricted Donations

160.51	Low Census	240.59	Mammography Procedure
175.32(160.37)	Safe Place for Newborns	240.62	Filing/Clerical Procedure
180.38	Satisfaction Surveys for Patients HH	240.64	Department of Mammography Self- Referred Policy
215.42	Awards & Recognition	240.65	Film & Image Process
240.02	X-Ray Policies		
240.55	CT Scan Patients		

**SPECIAL REPORTS:**

- 2<sup>nd</sup> Quarter LCCA Financials & Survey - Lake Chelan Community Apartments net income is 3.5% over budget at \$13,900 compared to budget amount of \$13,432. As a result of a tenant meeting, a survey was conducted to adopt a non-smoking policy which was approved by the majority of the tenants. LCCA will be seeking bids to have the parking lots resealed, restriped and numbered in addition to getting bids for window cleaning.
- 2<sup>nd</sup> Quarter Quality - Our hospital acquired infection rate for the second quarter was 0.3% and we had no patient falls over the same period. Medication reconciliation was at 93%, pneumonia antibiotic starts were 100%, patients heart failure instructions were at 100%, AMI measures were at 100%, prophylactic antibiotic starts for surgical patients were at 100%, and DVT prevention for surgical patients were also at 100%.
- Review of 2011 Strategic Plan - LCCH Board of Commissioners approved the strategic plan, July 26, 2011. This plan will guide LCCH from 2011 to 2013. Members of the Strategic Planning Committee included all Board members and six staff from the LCCH management team. The Committee reflected on the LCCH Mission, Vision and Core operating indicators during the development of the plan with the intention of improving the delivery of healthcare in the hospital district.
- Amanda Ballou from the Foundation introduced a new Executive Director position for the Foundation in collaboration with the hospital.

**STATE OF THE HOSPITAL REPORTS**

**Quality Report –Brad Hankins, COO**

All service excellence measures were above target. There was only one workers compensation claim, well below the target of five and we have sustained 90 days without an employee injury. Our staff turnover rate was 0.9%.

**Chief Nursing Officer – Carol Velasquez, CNO**

- Our patient care services on a whole are up for 2011 YTD compared to 2010 YTD.
- Our new Clinical Social Worker, Marilyn Williamson, has started this week.
- We are evaluating some additional strategies to recruit an Occupational Therapist.
- The revised nursing leadership structure is already in progress in various departments, focusing on position descriptions, competencies; improved patient care processes and standards of care, to assure they are current and evidence-based. We are utilizing the intranet to enhance communication. Our major area of focus over the next 5 year will be to increase the percentage of nurses at LCCH who have a BSN. We’ll be exploring various opportunities to encourage existing nurses to progress with their education.

**Chief Medical Officer – Kevin Abel**

Our most recent prospect for the ER physician position was not a good fit for LCCH. We are continuing our search with the placement agency.

**Chief Financial Officer – Robert Wiegenstein, CFO**

June closed with net income at \$151,155 for the month. Net income is \$300,709 YTD or \$93,842 over budget. The LTGO interest payment was paid on June 1st totaling \$208,840.00.

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

- LCCH received awards from WSHA Rural Quality Network for Best Practice in: Reducing Deliveries before 39 Weeks, Quality Culture, Quality Measures for Managers, ED Admission to ECG Time for Cardiac Patients, and Stoke Program at the annual Washington State Hospital Association Health Conference.
- LCCH won the 2011 Most Wired Award from the American Hospital Association and will be recognized in the national ANA magazine. This is the second year in a row for this award.
- A number of physicians have expressed concern with the usability of the medication reconciliation module of the CPSI system. Administration met with Dr. Clements and Dr. Waszkewitz to go over the issues with the system, and to determine if some recent upgrades from the vendor will address the issues of concern. A possible secondary plan of manual entry may be needed until the issues are resolved by CPSI.
- The Washington State Hospital Association has filed a lawsuit against the state in King County Superior Court indicating the reduction in the Hospital Safety Net Assessment is unconstitutional. The lawsuit is for \$260 million.

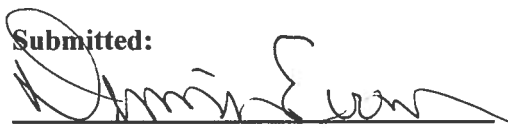
**OLD AND NEW BUSINESS**

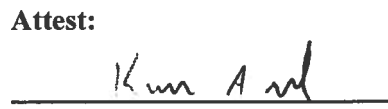
- Credentialing the following Providers.
 

Gregory Eberhart, MD	Initial Appt - Consulting Staff – Cardiology
Guatam Nayak, MD	Initial Appt – Consulting Staff – Cardiology
Christopher Kocher, MD	Initial Appt – Consulting Staff - Cardiology
Aura Tinsley, PA	Provisional – Allied Staff - ER
Caleb W. Barnhill	Medical Student
Sarah Blucher	Physical Therapy Student

**MEETING ADJOURNED:**

- Meeting adjourned @ 3:28 P.M.

**Submitted:**  
  
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**Board Secretary**  
 8/23/11  
 \_\_\_\_\_  
**Date**

**Attest:**  
  
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**Kevin Abel, CEO**  
 8/23/11  
 \_\_\_\_\_  
**Date**