

**CHELAN COUNTY PUBLIC HOSPITAL DISTRICT No. 2**  
**LAKE CHELAN COMMUNITY HOSPITAL**  
**MEETING OF THE GOVERNING BOARD**  
August 26, 2008 – LCCH BOARD ROOM  
1:30 PM – 3:30 PM

**MEETING MINUTES**

**CALL TO ORDER**

**1:30 PM**

Mary Pat Scofield, Chairperson, called meeting to order at 1:31pm

**Members Present:**

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

**Members Excused:**

**Others in Attendance:**

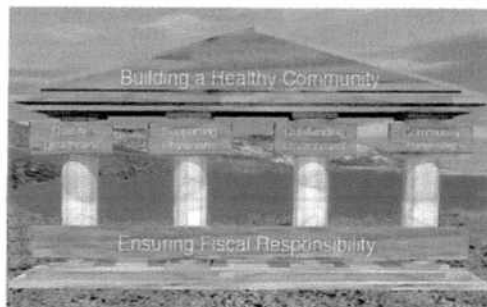
David Bernier, CEO	Celeste Thomas, Public Relations
Karen Spurgeon, Interim CFO	Lisa Anderson, CNO
Jodi Sweeney, Registration Manager	DeLynn Cook, QA/Risk Mgmt
Lee Tinsley, RN/Infection Control	Ross Hurd, CIO
Nancy Young, Dir. Human Resources	Dan Wick, CTO
Tara Hensley, HIMS	Jerri Dion, Manager Business Office
Tom Thomas, Foundation President	Karl Jonasson, EMS
Emmitt Aston, Foundation Vice Pres.	Commissioner Jim Malvey
Chief Arnold Baker, FD 5	
Chief Dennis Ashmore, FD 7	
Jane Jedwabny, Dir. Sanctuary at the Lake	

**MOTION:**

Minutes of the July 22, 2008 Board Meeting were approved as written.

Review of Mission & Vision

Mission: Our Business is Healthcare. Our Mission is to provide healing opportunities through caring, compassion and dignity.



## II. REPORTS/PRESENTATIONS

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

#### A. *Quality Improvement/Risk Management*

- DeLynn Cook presented an overview of departmental dashboard reports, targets and plan of action were presented to the Board for review and discussion.
- Dee also informed the Commissioners that she is attending the Quality of Care Compliance Conference in Washington, DC from Sept 28-30, and the American Society for Healthcare Risk Management Annual Conference & Exhibition in Boston, from Oct 2–5. Both conferences are being funded with grant proceeds from Washington State Hospital Association.

#### B. Business Office Report

- Karen Spurgeon, Interim CFO, reported a positive cash flow was reported for the month of July. Revenue was up 14%.
- The State Auditor will visit Lake Chelan Community Hospital beginning September 2nd, for approximately 3 weeks. They will be conducting the annual compliance audit for years 2006 & 2007.

#### C. Nursing Services Report – Lisa Anderson, CNO

- Our three new nurses passed their board exams and are officially registered nurses (RNs).
- Earlier this year, the State passed a law requiring hospitals to post the number of nurses working on a unit, and number of nurses required per patient acuity level. We are working with CPSI for an interface with our health information management system to automate this process for us, eliminating the workload managing such report would create. With our state-of-the-art automated payroll system, we know at all times, who is working.

#### D. CEO/Administrator's Report: Dave Bernier reported on the following:

- **Recruiting Efforts.** We are still recruiting for a psychiatrist, chief financial officer, internal medicine physician, and a physical therapist. We've signed a contract for an occupational therapist on an as-needed basis.

- **Public Relations.** Our public relations efforts are continuing. On September 14<sup>th</sup> the first edition of our *monthly newsletter*, using recyclable newspaper, will be delivered to every district resident's mailbox. We will have a health & wellness booth at the **Chelan County Fair** from Sept 4-7, 2008. We will be taking blood-pressures, exhibiting a hand washing station, handing our marketing material, and selling hospital cookbooks. On September 20<sup>th</sup> is the **Hospital Guild B Home Tour & Art Show**, a major fund raiser for the hospital. This year, the proceeds from the events will support a portable patient monitor. Marketing material for the hospital will be available at each home. Also, on September 20<sup>th</sup>, the Chamber of commerce is hosting the annual Shore to Shore marathon. This year, the marathon will be named **Lake Chelan Community Hospital Shore to Shore Marathon**.
- **Dr. Woods Brings Laparoscopic Surgery to LCCH.** In October, Dr. Woods will be trained in the use of a laparoscopy and has asked LCCH to purchase equipment totaling \$6,000 to enable her to bring this state-of-the-art technology to the LCCH operating room. According to Dr. Woods, LCCH will be the first hospital in North Central Washington to offer this new technique. Abdominal surgery will now be "a thing of the past" as patients will be offered this new technology, enabling a must faster healing opportunity.
- **Employee of the Quarter.** At the Staff Rally on July 31<sup>st</sup>, we announced the selection of Marie Richerson, RN, as our "Employee of the Quarter" for the second quarter. She was featured in the Lake Chelan Mirror.
- **Replacement of Plumbing System.** University Electrical has started the 6-month plumbing replacement project for the patient care areas on the 2<sup>nd</sup> floor, the operating room, and 1st floor restrooms.
- **Enhanced Building Security.** The new Cantek security system is now operational and employees have been given access cards. To provide a heightened level of security, and ensure our staff and patients are provided a safe haven, after 6pm (and all-day on weekends), the only door for patients and visitors to access the hospital will be through the emergency room entrance. Signage outside the Board Room entrance directs patients and visitors to the rear of the building.
- **Enhanced "Emergency" Signage.** We are getting a bid from Graybeal Signs in Wenatchee for a red "Emergency" sign. We often have patients with emergent conditions enter the hospital via the Administration Wing. We would like to place a sign at the driveway entrance, directing patients to the rear of the building.



In addition, the rear entrance to the “Emergency Room” is not lighted at night and has caused some confusion for patients. Graybeal is also providing a bid for track lighting similar to the picture inserted herein. Both signs will be modern and nice enough to transfer to the new hospital.

- **Modern Healthcare’s “Best Places to Work” Award.** Lake Chelan Community Hospital was nominated as one of Modern Healthcare’s “Best Places to Work”. On July 17<sup>th</sup>, we completed an in-depth benefits questionnaire. From July 25 – August 8, the staff was surveyed based on the following areas:

- Leadership and planning
- Culture and communications
- Role satisfaction
- Working environment
- Relationship with supervisor
- Training and development
- Pay and benefits
- Overall satisfaction

**BEST PLACES TO WORK**

An announcement is expected in September, with a feature story to appear in Modern Healthcare magazine on October 27<sup>th</sup>.

- **Employee & Family Appreciation Luau, September 13<sup>th</sup>.** September 13<sup>th</sup> is the Employee & Family Appreciation Luau, pot-luck style. The City of Chelan donated Don Morse Park for our use, and for a nominal fee, we’ve rented the 18-hole Putting Course for 4-hours. We’ll be using the pavilion adjacent to the restrooms and skateboard park. Please bring lawn chairs and a jacket for comfort. Also, wear your favorite Hawaiian attire!
- **Annual Foundation Social.** The annual Foundation Social was held at Judge Tom Warren’s home at Riverwalk Condos in Chelan. Most Foundation members were there, as were Commissioners Mary Pat Scofield, David Dickes, and Dennis Evans, and the Hospital CEO. A good time was had by all.
- **Grant Approved for Women’s Health Fair.** We have been approved for a \$15,000 grant from the Washington Health Foundation for the purposes of a Women’s Health Fair. Plans are in the works for a Women’s Health Fair in April 2009.
- **Strategic Planning with Hospital Staff.** On August 14<sup>th</sup>, Dan Wick, Chief Transformational Officer, hosted a planning session with all managers and senior staff to revisit the mission, vision, and begin an intensive strategic planning process.

- **State of the Vehicle Fleet.** Karl Jonasson, EMS Director, will present the State of the Fleet report to the Board. Historically, the hospital purchases a new or refurbished ambulance every three (3) years. Our 3-year cycle takes us to Fall 2009. To become more environmentally green, we found a euro-transport vehicle that is more fuel efficient vehicle.



Our current fleet of ambulances average 8-10 miles per gallon (mpg). The manufacturers' advertisements reflect that the new ambulance will get 23 mpg. The Foundation will be asked to consider this vehicle for their annual giving campaign. The cost for the new euro-style ambulance is approximately \$80,000, compared to \$110,000 to \$120,000 for a traditional ambulance.

- **Supporting a Better Hospital.** A planning session will be held on Monday, August 25<sup>th</sup>, to discuss a timeline for our new medical campus. Public Affairs consultant, Laird Harris, will be present to share the results to a community survey and interview he conducted August 19 & 20<sup>th</sup>, and offer a public affairs strategy and plan for us to successfully pass a bond in 2009.

We have applied for a \$4 million grant from the Economic Development Administration (EDA) to finance the land acquisition for a new medical campus. We have received letters of support from Central Washington Hospital and Wenatchee Valley Medical Center. We anticipate submitting our application to the Economic Development Administration (EDA) by August 29<sup>th</sup>.

The Purchase & Sale Agreement for land at Apple Blossom Center is currently being reviewed by Foster Pepper LLC.

On August 25<sup>th</sup>, we submitted a Request for Qualifications (RFQ) public notice to The Wenatchee World, Lake Chelan Mirror, Seattle PI, and other professional journals. The RFQ is a new requirement, and the first step in soliciting proposals. At the end of the RFQ timeline, we will then be allowed to select our "Top 5" (# of our choosing) and then ask for "Request for Proposals" (RFPs), which will then be the cumbersome process of selecting our architect and general contractor.

In June 2007, the board officially hired Barry Leahy as the project manager of the expansion project, and now that the project is progressing

to another venue, the board shared their pleasure to hire him for the new facility construction project.

### III. OLD AND NEW BUSINESS

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

1. Approve Resolution #423, Approval process for changes to Lake Chelan Senior Housing, Inc., dba Heritage Heights by-laws
2. Approve purchase of Eurostar Ambulance
3. Approve Credentialing of Providers: Kelly Bainbridge, PA-C (2 yr), William Danke, MD (Provisional - 6 mo), Joseph Murray, CRNA (2 yr), Robert Nelson, RN-RNFA (Provisional - 6 mo), Fran Oswald, LMP (2 yr Courtesy), Lorinda Parks, MD (2 yr), John Pleyte, MD (Provisional - 6 mo), Scott Rennie, DO (Provisional - 6 mo)
4. Approve Vouchers/Warrants as submitted
5. Approve Write-Offs & Charity Care as submitted

### IV. OTHER BUSINESS

#### A. Audience

- Tom Thomas, Foundation President, thanked the Commissioners for personally inviting him to the board meeting. He informed that he and Dan Hodge briefed CEO Dave Bernier on the Foundation's public affairs strategy, and a schedule of briefings to service organizations is forthcoming. Mary Pat Scofield emphasized the need to have the CEO present at the briefings, and he agreed that that was necessary.

#### B. Executive Session


Executive Session was convened at 3:05 pm for the specific purpose of discussing personnel matters and quality assurance.

### V. ADJOURNMENT

Regular session was reconvened at 3:35 pm and immediately adjourned with no action taken.

Submitted:

Attest:

  
\_\_\_\_\_  
Board Secretary

  
\_\_\_\_\_  
Administrator/CEO

9-30-08  
\_\_\_\_\_  
Date

9-30-08  
\_\_\_\_\_  
Date