

**CHELAN COUNTY PUBLIC HOSPITAL DISTRICT No. 2  
LAKE CHELAN COMMUNITY HOSPITAL  
MEETING OF THE GOVERNING BOARD  
October 28, 2008 – LCCH BOARD ROOM  
1:30 PM – 3:30 PM**

**MEETING MINUTES**

**CALL TO ORDER**

*David Dickes, Vice Chairperson, called meeting to order at 1:33pm*

**Members Present:**

David Dickes, Vice Chair  
Jim Wall, Secretary  
Dennis Evans  
Fred Miller

**Members Excused:**

Mary Pat Scofield, Chair

**Others in Attendance:**

David Bernier, CEO  
Toni Gomez, Executive Assistant  
Lisa Anderson, CNO  
Barry Leahy, Project Manager  
Emmitt Aston, LCCH Foundation  
Jane Jedwabny, Director Sanctuary at the Lake

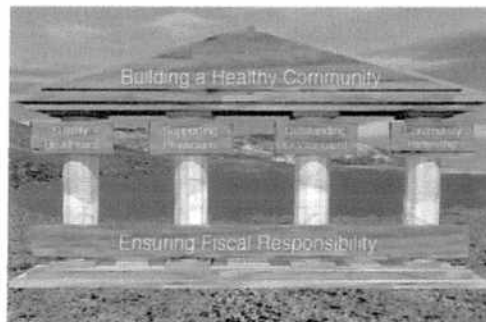
Karl Jonasson, EMS  
Carolyn Hood, HR  
DeLynn Cook, Q/A

**MOTION:**

Minutes of the September 30, 2008, Board Meeting were approved as submitted.

**Review of Mission & Vision**

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



## REPORTS/PRESENTATIONS

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

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

Dee reported updates to the policy and procedures are currently in process and she looks to have the majority of them completed in November. The Department of Health has extended an open invitation to the Board of Commissioner to attend the opening interview on November 18<sup>th</sup>.

In response to the Boards question regarding our readiness for the DOH visit Dee stated departments are prepared and she is confident that we will do well. Department of Health is currently surveying our Home Health & Hospice; Leah Thompson will provide report regarding visit upon its completion.

Dee presented a detailed reporting on the dashboard findings and Press Ganey Inpatient Surveys. Striving for a better accounting of patient satisfaction, Dee plans to implement a new in-house procedure by the first of the year by having patients complete the satisfaction survey prior to their discharge.

*B. Business Office Report – Karen Spurgeon, Interim Chief Financial Officer*  
Revenue is up 3% over last year, salaries have increased due to hiring of Dr. Horlebein and professional services are high due to ongoing search for Psychiatrist and contracting of locums. In closing it was reported that cash flow report for tax collections are in line with budgeted dollars, accounts receivables are down and we have an estimated \$475,000 remaining in the Capital Improvement Fund.

The budget process for 2009 is ongoing. Meetings with each department will be held to review and refine budget forecasts. Budgets will be presented to the Board of Commissioners in November.

*C. Nursing Services Report – Lisa Anderson, Chief Nursing Officer*  
Mandatory updates for all nursing staff are scheduled for October 29, 2008. Nursing staff are required to test on a yearly basis. A departmental form has been developed to track nursing staff certifications and CME requirements. Terry Cox will be providing training on Conscious Sedation for medical providers in the upcoming months.

Lisa stated the new Interim OR Coordinator will start on November 10<sup>th</sup>; she and the staff are looking forward to having him on board.

*D. CEO/Administrator's Report – Dave Bernier, Chief Executive Officer*  
Today, a few board members, Project Manager Barry Leahy, and David Bernier met once again with the Architects and General Contractors. Mr.

Leahy stated all applicants were very qualified to work on the upcoming hospital project, which made the selection process challenging. Board members agreed it was a difficult task but are in agreement that the selections they made are best fit for our project. Dave asked for Board consensus on the recommendation given by the review committee and their approval to retain their services.

**MOTION:**

It was moved that Lake Chelan Community Hospital retain the services of selected firms for building a replacement hospital. Selection details will be discussed further in Executive Session.

Dave provided the following updates on our recruiting efforts. We interviewed a psychiatrist on October 17<sup>th</sup>, and will continue the search for other potential candidates. Recruiting efforts remain a challenge. Merritt Hawkins, the recruiting firm retained to find a psychiatrist, reported that they're experiencing a market of employees remaining secure at their current employment as selling real estate is difficult. Dave informed the Commissioners that he will follow-up with a candidate who interviewed earlier this year to see if there remains any interest.

Jane Jedwabny stated the main challenge in our search to fill the Psychiatrist position is that many of the applicants are looking for a position in which they will retire from in a few years; and our goal is to hire an individual that is energetic, looking for a long-term employment opportunity with LCCH, and will be a benefit to the program and hospital.

We continue to work very closely with Healthcare Placement Group Inc. (HPGI) for the recruitment of a Chief Financial Officer. Toni will be scheduling upcoming interviews with two new candidates that have expressed interest in the position.

The Board reviewed the new policy and procedure for the Employee Recruiting Incentive, whereas, a bonus may be paid to an employee who assists in the recruitment and hiring of an employee.

**MOTION:**

It was moved to approve the Employee Recruitment Incentive Policy & Procedure.

Dave announced that Jane Jedwabny has been appointment to the stakeholders group for the University of Washington Tele-Behavioral Health Group. We are excited about the benefits such appointment will bring to LCCH. With a first-class addition recovery program, Jane will have an opportunity to help shape the behavioral health educational offerings by UW,

invite lecturers to LCCH, and potentially bring offer clinical opportunities for medical students to train at LCCH.

Dave has contacted a locally known physician regarding employment opportunity as Chief Medical Officer/Internal Medicine Officer. Further discussion on subject matter will take place in Executive Session. In closing Dave mentioned recruiting efforts for a Physical Therapist also continue.

Due to the recent departure of Dan Wick the responsibilities of the Chief Transformational Officer (CTO) position have been realigned with the Quality Improvement Office. Dee Cook has been promoted from Director of Quality Improvement to Chief Quality Officer and accepted the additional duties.

Dave reminded everyone that the Department of Health visit LCCH November 18-20 for our biannual survey. Department heads and staff are preparing for the visit and have expressed confidence that we will do well.

Dave announced that a meeting with the Chelan School Department Superintendent (Dr. Jim Busey) was held with the goal of potentially developing a drug awareness and prevention program at the High School. An educational partnership could potentially involve the school district, hospital, sheriff's department, and perhaps a local retired judge.

Grand Rounds, hosted by Virginia Mason Medical Center (VMMC), offer continuing education sessions for providers and staff each Friday morning in the Bragg Educational Center. The program, which is free, has been getting increased interest and offers attendees a convenient and inexpensive way of obtaining required CME credits. In addition, once a month, providers from VMMC visit Chelan to present various lectures.

Representatives from Tandum Corp inspected the worn and unattractive carpeting on the medical/surgical unit. We are still patiently waiting for the results of their inspection and resolution. Terry Johnson has been busy, in the meantime, contacting various flooring companies for estimates to replace areas with vinyl (rubberized) flooring.

After detailed discussions with senior staff regarding physical therapy needs, it was decided LCCH would lease a modular building to be placed in the parking lot across from the hospital. Plans are to move administrative-type offices (TBD) to the new building to make space for a physical therapy department. The cost for leasing the modular will be approximately \$1200 per month. Offering physical therapy services to the community will be a great benefit and having the modular building will provide much needed office space for the hospital.

Dave and Dan Wick had an opportunity to meet with the Kiwanis group in early October. As a new member of Kiwanis, Dan Wick provided positive feedback regarding the meeting. Interestingly enough, prior to Dave presenting the hospital briefing, he was asked why previous bond efforts failed. The Kiwanis is very supportive of building a better hospital.

Our EDA Grant application for the land purchase is still in progress. Barbara Engstrom will schedule a meeting with Senator Murray's Chief of Staff as soon as possible after the election.

#### **UPCOMING MEETINGS**

- David Bernier, CEO and Board of Commissioners attending The Governance Institute Conference, November 8-13
- Board Meetings: November 18, 2008 and December 16, 2008
- Medical Staff Meeting: November 11, 2008

#### **OLD AND NEW BUSINESS**

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

1. *Approve Vouchers/Warrants as submitted*
2. *Approve Write-Offs & Charity Care as submitted*
3. *Approve Annual Report for Heritage Heights*
4. *Approve Resolution 424, Purchase of Plant/Flowers for inpatients*
5. *Approve Resolution 425, Staff Meal Charges*
6. *Approve Resolution 426, Governing Board By-Laws*

#### **OTHER BUSINESS**

##### **A. Audience**

Karl Jonasson shared comments on recent emergency situation that involved a dump truck and car at the Wal\*Mart intersection. Karl reported that the teamwork of hospital EMS and medical staff saved another life. Dr. Tagge, in particular, was celebrated for rushing the patient to the operating room for life-sustaining surgery.

##### **B. Executive Session**

In accordance with RCW 42.30.110, Executive Session was convened at 3:05 pm for the specific purpose of discussing personnel matters.

**ADJOURNMENT**

Regular session was reconvened at 3:34pm and immediately adjourned, with no action taken.

**Submitted:**

**Attest:**

James R. Wall  
**Board Secretary**

Darion Baria  
**Administrator/CEO**

11-18-08  
**Date**

11-18-08  
**Date**