

**CHELAN COUNTY PUBLIC HOSPITAL DISTRICT 2
LAKE CHELAN COMMUNITY HOSPITAL
MEETING OF THE GOVERNING BOARD
NOVEMBER 27, 2007
LCCH BOARD ROOM
6:00 PM – 8:00 PM**

MINUTES

Mission:

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

Vision: Lake Chelan Valley will be a community where all individuals have the opportunity to reach their highest potential for health. We maintain an unyielding focus on service to our community, patients, their families and to each other striving to exceed expectations. We create a compassionate and healing environment that promotes excellence by recognizing and supporting the unique contribution of all who serve here.

CALL TO ORDER

Mary Pat Scofield, Vice Chair called meeting to order at 6:00 PM

Members Present:

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

Members Excused:

Fred Miller, Chair

Others in Attendance:

Phil Sandifer, Interim CEO
Toni Gomez, Administrative Assistant
Lisa Anderson, CNO
MaLisa Mudgett, CFO

Terry Johnson, Plant Engineering
Karl Jonasson, EMS
Megan Managen (Lake Chelan Mirror)

MOTION:

It was moved, seconded and carried to accept the minutes of the October 23, 2007 Board Meeting as presented.

REPORTS/PRESENTATION:

Quality Assurance/Risk Management CQI Report

- Phil Sandifer reported that Dr. Bloom was in house November 12th for his quarterly review of medical charts and credentialing files; and presented his findings to the Medical Staff meeting on November 13.
- To meet Medicare Conditions of Participation requirements the medical staff was advised to post disclosure statement noting Lake Chelan Community Hospital does not have a Doctor of Medicine present in the hospital 24 hours per day, 7 days a week.

- Corrections to benchmarks on the Dash Board are being made.
- Lisa Anderson, Christy Nielsen and Ross Hurd are keeping communications open with Sacred Heart Hospital to resolve telepharmacy issues.

Business Office Report

- MaLisa Mudgett, CFO, provided a brief overview of the cash flow report, bad debt and charity care, Gross Revenue YTD, insurance prepaid and liability adjustments and the Professional Services budget. 73 A/R days were recorded at end of October.
- Department Managers were asked to take another look at their budgets to help cut costs for the overall budget. Phil will ask medical staff to prioritize the clinical capital requests at the December Medical Staff meeting.

Nursing Services Report

Lisa Anderson, CNO announced and CPSI will be sending out a technician December 1-7 to evaluate the electronic records software and will be working to correct glitches in the system. Reports are getting better weekly as staff becomes more familiar with system. Pharmacy matters with Sacred Heart are still being addressed.

CEO Report

- Phil Sandifer, CEO, opened the floor to the Board for questions they may have regarding his monthly "CEO report to the Board". Board had no questions.
- The Space Allocation Committee is busy with current requests, moves in process are: Milt Parham and Jennifer Robinson have been relocated to the 3rd floor. Ross Hurd has asked that their previous office space be used as new server room for IT equipment; bids for emergency power and shelving are in process, split system air conditioning unit will also be required.
- Phil will follow through to address the Boards interest in having someone appointed to take over and coordinate the "patient centered care" process.
- MaLisa and Lisa are looking at visiting hospital in Astoria to see how they are implementing "patient centered care". Phil will work with Lisa and MaLisa further on appointment and will report to Board.
- For informational purposes Phil shared that Ross is able to provide a computer AT&T card that allows user to log onto their LCCH office computer system, card is available to the Board and staff when traveling.
- Board member attendance at monthly Medical Staff meetings; Board members agreed on rotation system, Dennis Evans will attend meetings for 1st quarter starting December 11, 2007.

OLD AND NEW BUSINESS:

A. Action Items:

It was motioned, seconded and carried to:

1. Approve Resolution #410 Disposal of Surplus
2. Credentialing: Lorinda Parks, MD (Provisional), Renee Woods, MD (Additional privileges – InterStim), Linda Dahl-Hale, ARNP (Provisional), Linda Strand (Reappointment 2 yr), Michael Daines, MD (Reappointment 2 yr)
3. Table Medical Staff Bylaws until December Board meeting
4. Accept Vouchers/Warrants as presented: \$390,256.11 in payroll #75480 to #75502, \$674,372.72 in accounts payable and payroll registers #158530 to #158963,
5. Accept Write-Offs: \$ 122,704.75, in bad debts for referral to collections agency(ies) per LCCH policy. (Bad Debt: \$107,553.37, Charity Care: \$15,151.38),
6. Change December Board meeting date to December 18th due to Christmas Holiday.

B. Status of CEO Recruiting:

David Dickes reported the first of five candidates has been interviewed. The remaining interviews are scheduled in the first two weeks of December. Board members will have an Executive Session December 10th following the last interview to choose final 2-3 candidates. Jim Wall has been assigned task of doing reference checks. Board members are satisfied with the interview process, and will be having further discussions on putting together contract negotiations team.

OTHER BUSINESS

Audience:

- No comments from audience

EXECUTIVE SESSION

Regular session was adjourned to Executive Session at 6:58pm for the specific purpose of discussing risk management, legal and personnel issues.

ADJOURNMENT:

Regular session was reconvened at 7:45pm and immediately adjourned with no action taken.

Submitted:

Attest:

Board Secretary

Administrator/CEO

Date

Date