

**CHELAN COUNTY PUBLIC HOSPITAL DISTRICT 2
LAKE CHELAN COMMUNITY HOSPITAL
MEETING OF THE GOVERNING BOARD
OCTOBER 23, 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

Fred Miller, Chair called meeting to order at 6:03 PM

Members Present:

Fred Miller, Chair
Mary Pat Scofield, Vice Chair
Dennis Evans

Members Excused:

David Dickes, Secretary
Jim Wall

Others in Attendance:

Phil Sandifer, Interim CEO
Toni Gomez, Administrative Assistant
Lisa Anderson, CNO
MaLisa Mudgett, CFO
Kreann Hunter, RM/QA
Winnie Dodge (Guild Y)
Oran Dodge.

Lee Tinsley, UR/IC/Employee Health
Judy Moser, Credit Services
Terry Johnson, Plant Engineering
Nancy Young, Dir. Human Resources
Karl Jonasson, EMS

MOTION:

It was moved, seconded and carried to accept the minutes of the September 25, 2007 Board Meeting as presented.

REPORTS/PRESENTATION:

Quality Assurance/Risk Management CQI Report

Kreann Hunter, Q/A R/M Director, distributed copies of the Press Gainey Patient Satisfaction summary report to the Board. LCCH scored 50% higher on survey in comparison to other facilities. It was reported that respondents to Inpatient Survey were too low to generate an AHA comparative report (12 out of 62 responded), however, on a positive note 162 survey responses were returned for the ER.

Kreann presented information about Qualis Health and the Rural Organizational Cultural Change Program that is being made available to all rural and CAH's in the states over the next 12 months. The program is voluntary and there is no cost to participants. A series of WebEx presentations covering the following topics will be available: Human Factors Engineering; "Safe-Reporting Culture" policy and procedure formation; Root Cause Analysis, Failure Mode and Effects Analysis (Hazard Analysis), SBAR and Team Steps communications techniques.

Business Office Report

MaLisa Mudgett, CFO, reported the audit required by Department of Housing & Urban Development has been done; she should be in receipt of the final report at the end of October and will present findings to the Board at the November Board meeting. MaLisa presented copy of the Hospital Physician Agreement with Lake Chelan Clinic to the Board.

MaLisa provided a brief overview of the monthly income statements, contractals, salary and wages, repairs and maintenance, bad debt, charity care, refund accounts and gross revenue. MaLisa informed the Board receipt of an estimated 300K-350K in levy funds is expected for (Oct/Nov) shortly and noted the LTGO payment (approximately \$471,000) will be due in the month of December.

State Auditors will be conducting a financial audit the week of October 29th. Entrance interview will be Thursday, November 1st, Fred Miller will attend.

Nursing Services Report

Lisa Anderson, CNO announced the return to work of two full-time nurses that were recently out on Family Medical Leave; however we are still in need of per diem nurses. The CPSI system is coming along, nurses are becoming more familiar with the electronic records software; super users are available to assist with troubleshooting and CPSI technicians are there to assist when the need arises.

Fred Miller, Chairman asked if it would be possible to provide a demonstration on how the new CPSI system works at a future Board meeting, Lisa replied that she will work out details to make that possible.

CEO Report

Phil Sandifer, CEO, reported Directors and Managers will meet on a bi-weekly basis to share and discuss departmental business as a group. On behalf of Ross Hurd, Phil distributed copies of the LCCH Technology Projects list to the Board for review. Further discussions regarding list will take place in future. In closing Phil introduced Lee Tinsley, who educated the Board and attendees on MRSA (Methycillin Resistant Staph Aureus), highlighting community acquired MRSA. Lee stated he will be presenting quarterly antibiotic reports to the medical staff. After some discussion, the commissioners thanked Lee for the update and educational information presented.

WSHA Conference Report

Mary Pat Scofield, Vice-Chair shared that her attendance at the WSHA conference was very beneficial and informative. Strictly Board driven sessions focused on Consent Agendas, Board Education, Board specific job descriptions, benchmarks, communication and performance evaluations, and Board member attendance at Medical Staff meetings for presence, interaction

and information sharing. Mary Pat suggested that the Mission Statement be included on the agenda and read at the start of each Board meeting, members of the Board agreed.

Action Items:

It was motioned, seconded and carried to:

1. Approve Resolution #408 Property Tax Increase for Maintenance & Operations (M&O) Fund (1% as allowed by law)
2. Approve Resolution #409 Property Tax Increase for Emergency Medical Care and Emergency Medical Services (1% as allowed by law)
3. Accept Vouchers/Warrants as presented: \$400,349.32 in payroll #75442 to #75479, \$748,154.21 in accounts payable and payroll registers #158009 to #158529,
4. Accept Write-Offs: \$ 45,125.75, in bad debts for referral to collections agency(ies) per LCCH policy.
(Bad Debt: \$23,484.52, Charity Care: \$21,641.23).
5. Accept 2008 Preliminary Budget

OTHER BUSINESS

Audience:

- Karl Jonasson reported we are still participating in Strategic Planning process. Collaboration efforts with Fire District 5 are taking place to resurrect volunteers. Recruitment of EMS volunteers is still in process to date 9 have been recruited for Chelan, 1 for Manson. In closing Karl commented briefly on Casino allotment and reminded everyone of National Fire Prevention week.
- Kreann reported the DOH Progress report was submitting on October 12th. Kreann will present DOH response to the Board upon receipt.
- Lee Tinsley reminded everyone of flu shot clinic this week

EXECUTIVE SESSION

Regular session was adjourned to Executive Session at 7:14pm for the specific purpose of discussing risk management, legal and personnel issues.

ADJOURNMENT:

Regular session was reconvened at 8:05pm and immediately adjourned with no action taken.

Submitted:

Attest:

Board Secretary

Administrator/CEO

Date

Date