

CHELAN COUNTY PUBLIC HOSPITAL DISTRICT No. 2
LAKE CHELAN COMMUNITY HOSPITAL
MEETING OF THE GOVERNING BOARD
September 30, 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
Jim Wall, Secretary
Dennis Evans

Members Excused:

Fred Miller
David Dickes, Vice Chair

Others in Attendance:

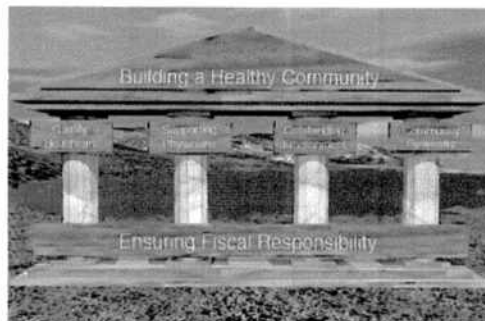
David Bernier, CEO
Toni Gomez, Executive Assistant
Karen Spurgeon, Interim CFO
Lisa Anderson, CNO
Dan Wick, CTO
Jerri Dion, Manager Business Office
Emmitt Aston, Foundation Vice Pres.
Bernice McCulley
Karen Collins, Guild B President

MOTION:

Minutes of the August 26, 2008 Board Meeting were approved as corrected.

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

DeLynn Cook submitted the Dashboard report for Board review and discussion noting areas of concern. She then spoke briefly about quality indicators noting she would like to have them posted on website within the next week.

Hospital facility policy & procedures (P&Ps) are currently under revision. Dee hopes to have the P&P's updated by the end of December and the Critical Access Book updated by early November. Screening education will be in October. Dee will present Quarterly Report at next month's Board meeting.

B. Business Office Report – Karen Spurgeon, Interim Chief Financial Officer

Karen Spurgeon once again reported a positive bottom line for the month as well as YTD.

Recruiting expenses were over budget due to recruiting costs for a Psychiatrist and Chief Financial Officer, professional fees were over due to traveling locums psychiatrist, increase salary and wages for OB and ER nursing staff.

C. Nursing Services Report – Lisa Anderson, Chief Nursing Officer

Lisa introduced Amy Christiansen from Sigma Corp to demo the operations of the new IV pumps we are using on trial basis. Units have stackable trays for adding additional pumps, in emergency situations pumps are up and running within 25 seconds. Screens prompt staff thru set-up and system gives therapeutic range, with screen appearing red when medication dosage is out of range. Set-up is accomplished by our pharmacist and can accommodate 32 care areas and up to 100 drugs. Feedback on units from nursing staff is very positive.

Lisa gave an overview of her attendance at the CPSI conference. As a National voting representative for nursing services, she voted on several software solutions and products. In closing Lisa informed the Board that CPSI has asked LCCH to be a demo site for the nursing staff automated system module. The module will show current staffing signed-in, as well as shift schedules.

D. CEO/Administrator's Report – Dave Bernier, Chief Executive Officer

RECRUITING EFFORTS

Dave reported that Dr. Ramos, our locum tenens psychiatrist is taking leave during October, and will return mid-November & December. In the meantime recruitment efforts for a full-time Psychiatrist continue; an on-site interview with a candidate is scheduled for October 17^t.

Regarding the CFO search, three candidates were interviewed on Aug 20th & 21st by Dave Bernier, senior staff and the business office managers. One of the top candidates withdrew his nomination and the other was requesting an unrealistic salary. We anticipate another round of candidate interviews within the next month.

Dave expressed the need to hire an Internal Medicine Officer as a liaison to the staff of physicians in the community; however he is hesitant about paying the recruiting fees for a nationwide search. In addition to the duties as internal medicine physician Dave suggested the title and duties of Chief Medical Officer be added.

With the resignation of our OR Coordinator, an operating room consultant has been contracted to work with us for a term of 6 months. In addition to his interim duties, we will use his experience to assist in the design of new operating room suites for the new facility. The consultant will come on board the first week of November.

We are still recruiting a Physical Therapist. Having an in-house P/T can bring an estimated \$250,000 in annual revenue.

Dave has asked Nancy Young, Director of Human Resources, to develop a Recruiting Incentive P&P, in an effort to fill long-standing vacancies. As an incentive for LCCH employees the policy states a bonus will be paid to any employee who assists in the recruitment and hiring of an employee.

PUBLIC RELATIONS

On September 14th, the first LCCH newsletter was mailed out to residents of the district. Laird Harris, Public Affairs Consultant, was very helpful in editing our initial "better hospital" message, and has offered to assist with future publications.

Celeste Thomas is working with Dave and departmental managers to create rack display cards for advertising our hospital, The Sanctuary at the Lake, Emergency Department, Emergency Medical Services & NW Med-Star and Surgical Services. We are also in the process of developing a patient handbook that will list all of our services, inpatient information, patients' rights and responsibilities, with advertisements from our partnering business.

Dave reported the Guild B Home Tour & Art Show was a tremendous success again this year. Dave asked the staff to support the Chelan Chase, sponsored by Soroptimist International of Chelan. Proceeds from the event will greatly assist patients requiring mammograms, who can not afford the exam.

Each year the "Shore to Shore Marathon" takes place in Chelan. Lake Chelan Community Hospital was the major events sponsor this year, and reserves the right to continue naming the event after the hospital.

Health Matters advertisements continue to be aired on KOZI Radio. The webcam has been reinstalled on the roof of the hospital and gives us more exposure at GoLakeChelan.com. Viewers have the ability to take a visual tour of surrounding community thru link on www.GoLakeChelan.com. Due to HIPPA regulations, the camera is connected to a separate internet connection than that of the hospital so it does not interfere with hospital operations and security. It was also positioned so that patients and vehicles coming to the hospital cannot be viewed.

September 17th, David Bernier, CEO, Ross Hurd, CIO and Barbara Engstrom, Grants Writer attended a DOH sponsored meeting in Seattle. Dave presented our grant progress report and presentation on Tele-Interpretative services. Funding and procurement of hardware has been secured for Chelan, Tonasket and Brewster facilities, and a collaborative staffing initiative for interpretive services is being researched.

Dave and several key staff members attended the National CPSI conference last week in San Antonio, TX. The conference covered various topics such as Electronic Billing & Eligibility, Physician Registration, EMR Management & Clinical Software, Materials Management, Dashboard, ImageLink PACS and CPOE & Physician Adoption.

While there, Dave had an opportunity to meet with the CEO of CPSI and our CPSI Sales Representative, Roger Aiken, to discuss our future needs and expectations. He and the staff also had an opportunity to tour Wilford Hall Medical Center, the largest medical facility in the U.S. Air Force. They toured Security, Clinical Records, Admissions (Registration), Birthing Center, and the IT Server Room. The team was surprised to learn how far advanced LCCH is in regards to technology.

SUPPORTING PHYSICIANS TO ACHIEVE CLINICAL EXCELLENCE

Dave shared his concerns regarding better office space in Wenatchee for our Behavioral Health Clinic. The existing facility poses some security concerns, and is not the best professional office space LCCH could have. In addition, we have not been excited to show a psychiatrist candidate the office space,

as it may discourage relocation. Ross Hurd, our CIO, has been in contact with some area realtors in Wenatchee and a number of properties have been visited by Dave, Kathy Hevly, and Jane Jedwabny. We are awaiting word on the pricing and build-out of a new building across the street from Office Depot on Wenatchee Avenue. More to come.

The Grand Rounds Program hosted by Virginia Mason Medical Center continue. A specialist from Virginia Mason spoke on Thyroid Cancer at Lake Chelan Community Hospital on Tuesday, September 23rd. Those in attendance (physicians and staff) reported that the presentation was very informative and they look forward attending future sessions.

In addition to grand rounds taking place Jane Jedwabny, invited Dr. Ries, Director of Mental Health at Harborview Medical to give a presentation on mental health issues to the clinic physicians and LCCH staff. Approximately 18 people were in attendance for the presentation.

CREATING AN OUTSTANDING ENVIRONMENT

Carpeting on the second floor medical/surgical unit has not held up to its 25 year warranty. Terry Johnson is working with a representative from the carpeting company, with expectations that it will be replaced. Dave would like to replace the carpeting with a rubberized vinyl flooring and has been looking into products available.

Our Employee & Family Appreciation Luau on September 13th was a great success! The LCCH staff, family members, and friends commented on a good time had by all and how much they look forward to our having similar annual gathering in the future. On behalf of the Commissioners and LCCH, staff Dave expressed our deep appreciation and thanks to Blueberry Hills for their generous donation of the pigs and for the time and effort into cooking the pig(s) and side dishes. THANK YOU BLUEBERRY HILLS!

Although we were not awarded "Modern Healthcare's Best Place to Work" award Dave stated he was very proud of our employees and gave high praise for their hard work and dedication to the hospital. Of the over 6,000 hospitals nationwide, only 239 hospitals were surveyed. The Top 100 hospitals were ranked, and although LCCH did not make the cut, the fact that our employees were committed to being surveyed, give us a benchmark of how to be a better hospital. Kudos to the staff!

COMMUNITY PARTNERSHIP

Dave shared that the LCCH Foundation presented \$37,000 in scholarships to college students. The Foundation reported that they paid \$11,000 to support the continuing medical education requirements for our staff. In years past, the Foundation has raised funds thru their "Annual Caring Campaign". For 2008-2009, they hope to raise \$75,000 for a new, more fuel efficient, Euro-style Ambulance.

ENSURING FISCAL RESPONSIBILITY

September 2nd thru September 18th, the State Auditors visited the facility. Dave expressed his appreciation to the staff of our Business Office for producing documents at a moment's notice, and for working very hard to display to the Auditors that we are very fiscally responsible. A few minor areas to improve were noted in the exit interview, which can be easily resolved/corrected.

SUPPORTING A BETTER HOSPITAL

The Grant application for the Naumes property was returned for additional information and has been resubmitted to the EDA for review. Barbara Engstrom been in contact with the office of U.S. Senator Patty Murray asking for support. Dave hopes to visit with the Senator and/or her staff in the near future. The Purchase & Sale Agreement for the Naumes property is still being negotiated and reviewed by both parties. Dave will continue to update the Board on its progress.

On August 25th, public notice for the Request for Qualifications (RFQ) were sent out to the Wenatchee World, Lake Chelan Mirror, the Seattle PI, and an assortment of architectural and contractor publications. Several responses were received. The review process will start in the following week, and firms short-listed will be invited to Chelan for an on-site interview. We anticipate having recommendations to the Board of Commissioners at the October board meeting.

UPCOMING MEETINGS

David Bernier, CEO, Lisa Anderson, CNO, and Mary Pat Scofield, will attend the Annual Washington State Hospital Association (WSHA) Conference, Oct 5-9, 2008, in Seattle.

For continuing education purposes, and to be formally educated on roles and responsibilities of a governing body, the Board of Commissioners and David Bernier, CEO will attend *The Governance Institute* (TGI) in Carlsbad, CA, November 8-12, 2008.

In closing, Dave reminded the Commissioners of the upcoming joint meeting with the Chelan School District and the City of Chelan on October 14th, at 5:00pm, in the Chelan Superintendent of School boardroom.

OLD AND NEW BUSINESS

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

1. Approve Vouchers/Warrants as submitted
2. Approve, under the direction of Commissioner Fred Miller, Write-Offs & Charity Care as submitted

OTHER BUSINESS

A. Audience

Karl Jonasson escorted the Commissioners and guests outside to demo the new Stryker Gurney purchased with grant funds and the stair chairlift purchased with a \$4,500 grant from Wal*Mart. With the assistance of volunteer Commissioners Mary Pat Scofield, Karl and Al demonstrated the functionality and ease of using the new equipment. As part of our patient safety program, as well as an initiative to reduce on-the-job injuries, we expect that these equipment purchases will greatly enhance services and reduce/eliminate injuries resulting from lifting patients.

B. Executive Session


In accordance with RCW 42.30.110, Executive Session was convened at 3:20 pm for the specific purpose of discussing personnel matters.

ADJOURNMENT

Regular session was reconvened at 3:30 pm and immediately adjourned, with no action taken.

Submitted:

Attest:



Board Secretary



Administrator/CEO

10-28-08

Date

10.28.08

Date