

CHELAN COUNTY PUBLIC HOSPITAL DISTRICT No. 2
LAKE CHELAN COMMUNITY HOSPITAL
MEETING OF THE GOVERNING BOARD
December 18, 2007
LCCH BOARD ROOM
2:00 PM – 5:00 PM

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 2:00 PM. Regular session was immediately adjourned to Executive Session at 2:01 PM for the specific purpose of reviewing CEO interview candidates. Regular session was reconvened at 4:40 PM.

Members Present:

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

Members Excused:

Others in Attendance:

Phil Sandifer, Interim CEO	Terry Johnson, Plant Engineering
Toni Gomez, Administrative Assistant	Karl Jonasson, EMS
Lisa Anderson, CNO	Megan Managen (Lake Chelan Mirror)
MaLisa Mudgett, CFO	

MOTION:

It was moved, seconded and carried to accept the minutes of the November 20, 2007 Special Executive Session Board Meeting, November 27, 2007 Regularly Scheduled Board Meeting, December 3, 2007 Special Executive Board Meeting, December 5, 2007 Special Executive Board Meeting December 7, 2007 Special Executive Session Board Meeting and December 10, 2007 Special Executive Session Board Meeting as presented.

REPORTS/PRESENTATION:

Quality Assurance/Risk Management CQI Report – Kreann Hunter

Kreann reported MCN Logins for the Policy and Procedure website have been assigned to all Department Managers for updating their departmental policies; Toni Gomez will be Policy and Procedure Administrator. Due to employee responses to the Employee Safety Survey being low statistics are not available at this time. Copies of CMS Published Rules were distributed to the Board for informational purposes. Kreann reported, once again, that Departments Heads are not returning their DASHBOARD data to her in a timely manner and stressed the importance of receiving the data so she can submit her reports to the Board of Commissioners, CQI, Medical Staff and QA Committees and to insure the DASHBOARD stays updated in case we have a surprise DOH/CMS survey. Tara Hensley will be working with Kreann on the Critical Access review for quality. Kreann will submit report to Board in January. Press Gainey will be distributing their quarterly report in January; we will be ready to go with demographics shortly, Kreann is working on demographics with Jamison Clark our Team 5 representative. Kreann will be asking Washington Casualty for our assigned number regarding charts to review our ratings in comparison to other hospitals for quality assurance purposes. In response to Mary Pat Scofield's request, Kreann stated she can submit non-confidential data to the Board earlier in the month for review, however confidential documentation will continue to be presented to the Board in closed session. Kreann offered to meet with the Board on a regularly scheduled basis (quarterly or monthly) to review and/or discuss confidential data in an effort to reduce the amount of data being sent in the Board packets.

Business Office Report – MaLisa Mudgett, CFO

Although the month of November shows a loss of approximately \$30,000, MaLisa stated the Year to Date numbers reflect a very positive outcome. It was also reported that refunds are current for the year, tax collections were used to pay LTGO, and \$200,000 has been put in reserves and 74.9 A/R days were recorded. MaLisa opened the floor for questions regarding the "Financial Notes" distributed to the Board. After the reporting of finances and questions asked, it was suggested that Megan Managen, Reporter for Lake Chelan Mirror, meet with MaLisa for further clarification regarding the reporting of Finances. An annual report regarding Bad Debt and Charity Care procedures and collections was also presented and reviewed.

Nursing Services Report – Lisa Anderson, CNO

Lisa and MaLisa are researching how other hospitals provide training and are working with their staff in relation to Patient Centered Care and would like to implement program sometime in January. Lisa notified everyone that she will be on vacation December 21st thru January 6th, 2008, and can be contacted by cell phone.

CEO Report – Phil Sandifer

Phil opened the floor to the Board for comments/questions regarding "CEO report to the Board". Board had no questions. Over the next 30 days Phil will dedicate his time to developing upcoming strategies and business plan. David Dickes commented current draft plan submitted to the Board looked very good. Phil will be providing Board Education Session on January 22nd, 12:00-4:00 PM, Lisa Anderson and MaLisa Mudgett will be in attendance also; the regularly scheduled Board Meeting will follow at 6pm.

OLD AND NEW BUSINESS:

A. Action Items:

It was motioned, seconded and carried to:

1. Elect Mary Pat Scofield as Board Chair, David Dickes, as Vice Chair, and Jim Wall as Secretary. New Officers will take office January 1, 2008.

2. Accept Resolution #411 Recognizing Legal Holidays
3. Accept Vouchers/Warrants as presented: \$375,593.39 in payroll #75524 to #75563, \$419,227.11 in accounts payable and payroll registers #158964 to #159221,
4. Accept Write-Offs: \$ 122,810.69, in bad debts for referral to collections agency(ies) per LCCH policy. (Bad Debt: \$120,265.75, Charity Care: \$2,544.94).

OTHER BUSINESS

- A Special Executive Session Board Meeting will be held Saturday, December 22, 2007 for the purpose of selecting CEO. Meeting will start at 8:00 AM in the LCCH Board Room
- Mary Pat will review Warrants and Vouchers in Jim Walls absence.
- Credentialing of Physicians will be deferred until January Board Meeting.
- Medical Staff Bylaws will be deferred until January Board Meeting (highlighted area will indicate areas of approval to be made). Tara to be notified of correction needed on page 25, paragraph G (replacing Administrative Director, Facilities Services with Chief Nursing Officer).
- Toni will submit work order to have mail boxes constructed for Board Members. Non-confidential documentation and mail will be placed in boxes for Board Members to pickup throughout the month prior to Board meetings. Toni will notify Board Members if documentation of confidential nature is ready for immediate pickup.
- On behalf of the Board David Dickes expressed thanks and appreciation to Fred Miller for his past 5 years of service as Chairman of the Board for Lake Chelan Community Hospital.

Audience:

- No comments from audience

EXECUTIVE SESSION

Executive Session was convened 2:01 PM for the specific purpose of reviewing CEO interview candidates.

ADJOURNMENT:

Meeting adjourned at 5:25 PM.

Submitted:

Attest:

Board Secretary

Administrator/CEO

Date

Date