

Willapa Harbor Hospital
Minutes of the Governing Board
January 24, 2017

Board members Present: Dave Vetter, Tim Russ and Gary Schwiesow

Others present: Carole Halsan, CEO, Phil Hjembo, CFO, Terry Stone, CCO, and Marlynn Jenkins, minutes secretary.

I. Call to Order:

The meeting was called to order at 6:02 pm

The Pledge of Allegiance was recited.

The December minutes were approved as presented

Agenda approved, additions Quality Improvement Program for 2017 and Physicians, No Executive Session needed

Audience: Toni Nordin and Bruce Walker

II. Consent Agenda

Gary Schwiesow made a motion to approve the consent agenda it was 2nd by Dave Vetter. Motion Carried.

Vouchers/Warrants:	December	\$730,318.57
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Payroll/Payable:	December	\$559,882.81
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Write-offs: Bad Debt	December	\$ 37,600.58
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III. Reports and Presentations:

Bruce Walker –2017 Levy for Taxing District

Bruce Walker, Assessor of Pacific County explained how the levy limit for the hospital taxing district is calculated and the difference between senior and junior taxing districts. After some discussion, Tim Russ thanked Bruce to attending the meeting to help them understand and agreed to look into this earlier next year as this issue will most likely come up again next year.

Administration – Carole Halsan, CEO

The Quality Improvement Program for 2017 was reviewed by the board for final approval. Gary Schwiesow made a motion to approve and it was 2nd by Dave Vetter. Motion carried.

Financial – Phil Hjembo, CFO, December 2016 Financial Statements

Acute Care Patient Days were up and Year to Date was at 16% above budget. Observations were down. Most Observation Patients were in less than 24 hours with only 2 in over the allotted time. Surgery was slightly above budget. Radiology Imaging and CT were up. MRI, Ultrasound and Mammography were down. Laboratory was above budget by 9% for the month and 13% for the Year to Date. ER was above budget numbers for the month and Year to Date was 8% above budget and 16% above budget for the Year. Both Clinics were close to budgeted numbers.

Net Patient Revenues were above budget at \$38,349. In December Medicare took back \$240,000 and we expect \$600,000 to be taken back this month. Medicaid took back \$45,000 this month.

Expenses were close to budgeted number. Total Cash Operating Expenses were \$5,000 below budget. Net income for the month was \$74,297 with a Year to Date at \$222,280.

Terry Stone, CCO – Compliance Update

Reports were handed out on Mental Health Beds in Washington; US Cancer deaths down 25% since 1991; Demand for Nurses by State through 2025 up over 600,000; Savings with vRad reading our exams at nearly \$80,000; graphs on Patient Satisfaction Surveys; and Data Points.

IV. Willapa Harbor Health Foundation – Carole Halsan

Carole reported to the board that at the last Willapa Harbor Health Foundation meeting we found out that Festival of Trees made profit over \$11,000. This has been a great year.

V. OLD BUSINESS

VI. New Business

- a. Open Commissions Seat: Tim Russ read the letter from Barbara Sain, Commissioner from District 2. He asked Carole Halsan about the process and she had called the State for information on vacancies. The State had explained that the seat can be filled on a temporary basis by a board appointment though the end of the year, then the appointed commissioner must run for office in the next election. Tim asked, “How do we want to proceed. Should we be transparent and get a letter of interest from the public.” Gary Schwiesow and Dave Vetter agreed. After some discussion, Dave Vetter made a motion to get a Letter of Interest into the local papers and it was 2nd by Gary Schwiesow.
- b. Due to the vacancy of the Commissions Seat for District 2, Dave made a motion to move Gary Schwiesow to the Vice Chairman Position and Dave Vetter to the Secretary position. Gary Schwiesow 2nd the motion. Motion carried.
- c. Appointments and Reappointments: Gary made a motion to approved as recommended by the Medical Staff Dr. Christopher Johnson, MD, Dr. Nathan Segerson, MD, Trisha Kiliany, CRNA and vRad physicians Dr. Charles Henry, Dr. Ross Parker, Dr. Tracy Robinson, Dr. Glenn Schultes, Dr. Joshua Sokol, and Dr. Julie Shaffrey. The motion was 2nd by Dave Vetter. Motion carried.

VII. **Adjournment:** Being no further business the meeting was adjourned at 7:28 pm

Submitted:



Dave Vetter, Secretary to the Board

PACIFIC COUNTY HOSPITAL DISTRICT 2

VOUCHER/WARRANT APPROVAL

WILLAPA HARBOR HOSPITAL

_____ Payroll

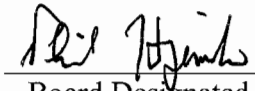
_____ X _____ Warrants Payable (Month ending December 2016)

Vouchers: # 76795 Thru 77085
Vouchers: # _____ Thru _____ (Meditech)

Voided Warrants: 18.00 Amount: **\$474,039.96**
EFT'S # 1554 Thru #1562 Amount: **\$256,278.61**

Attestation

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described on the payment vouchers and as listed on the attached register. I further certify that the claims are just, due, and an obligation against the hospital, and that I am authorized to authenticate and certify to said claims.



Board Designated Auditor

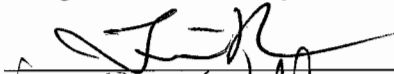
01/24/17

Date

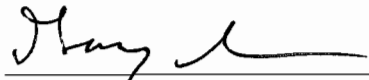
Board Approval

Date: **January 24, 2017**

The vouchers, which are listed on the attached register, have been duly examined and are hereby allowed by the governing board at a regular meeting thereof: the following member being present and voting in the affirmative.



Chairman



Vice Chairman

Secretary

Member

Member
Attest: 

Administrator

