

Willapa Harbor Hospital
Minutes of the Governing Board
March 28, 2017

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

New member in attendance Kathy Spoor and Jeffrey Nevitt

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

I. Call to Order:

The meeting was called to order at 6:03pm

The Pledge of Allegiance was recited.

Appointment of new commissioners: Dave Vetter made a motion to appoint Kathy Spoor and Jeffrey Nevitt to fill the open Board Member positions for District 1 and 2. It was 2nd by Gary Schwiesow. Motion carried.

The February minutes were approved as presented.

Agenda approved as presents with no additions and no need for Executive Session

Audience: none

II. Consent Agenda

Tim Russ has reviewed the consent agenda and found everything in order. Dave Vetter made a motion to approve the consent agenda it was 2nd by Gary Schwiesow. Motion Carried.

Vouchers/Warrants: February \$655,257.88

Payroll/Payable: February \$559,531.09

Write-offs: Bad Debt February \$ 73,593.97

III. Reports and Presentations:

Administration – Carole Halsan, CEO

Physician Recruitment: I am still working with The Medicus Firm and received updates last week on applicants in the J1 Visa and H1B program.

WRHAP Group: I continue to be involved with the WRHAP (Washington Rural Health Access Preservation) Group. This is for the small hospitals to test a new payment model. Dave Vetter asked Carole to explain what a Critical Access Hospital, how they came about and how the payment options work.

Advertising: We are continuing to work with Jodesha Broadcasting and now have 60 / 30sec ads on community safety and WHH services. These are on The Jet and Timber Country local radio stations.

Patient Quality of Care – Bobbi Hallberg

Nursing Goals: In a continued effort to streamline charting and reduce duplication, we are going to meet as a work group to look at all documentation and forms to see what we can do to simplify our documentation. Shared Governance has established their quality goals for 2017 - reduce duplication in documentation, reduce medication errors and missing physician orders by 20%, reduce missed charges by 20%, consistently scan medications 80% of the time. We continue to be staffed fairly well. I have hired a traveler for 13 weeks, as we will have an RN going out on maternity leave starting in May. I still have a per diem RN position posted in hopes that we might be able to hire someone over the summer.

Financial – Phil Hjembo, CFO, February 2017 Financial Statements

Phil explained about the rental apartments the hospital pays for, who uses the apartments and if the cost is reimbursed to the hospital.

The acute care patient days were above budget for the month with year to date at 25% above budget. In Radiology x-Ray was above budget but CT, MRI's and Mammography were down. Ultrasounds were up slightly. Lab tests were above budget and for the first time in quite awhile. ER was below budget but year to date was 2.9% above budgeted amounts. Pacific Family Health Clinic was above last year's totals at 514 compared to 433. Phil explained the difference in how a hospital owned clinic (Hing & Oatfield) and (PFHC) Rural Health Clinic are paid.

Terry reported on the problems with the mammography machine of the last few months and that the MRI unit tech was ill on Monday and several appointments had to be changed to Wednesday.

Income Statement – Contractuals (the amount to be written off after the insurance payment is received). Income for the month was 1.6M and expenses were above budget for the month at \$58,000. Tax Revenue was slow in coming in for the month. Net income was below budget at \$9,340 for the month compared to budgeted amount of \$27,061 and year to date at a loss of \$34,574. Cash was as 1.18M. The Bond debt outstanding was at 1.8M. With what is collected from timber tax and property tax there is 5 to 6 years left on the bond.

Terry Stone, CCO – Compliance Update

Handouts were given out with reports on US Health care system squandered \$765 Billion a year; more than 65,000 providers cut from Medicaid rolls in 15 states; pressure put on drug distributors and pharmacies to help fight the opioids epidemic and Data Points.

IV. Willapa Harbor Health Foundation – Carole Halsan – No meeting this month

V. OLD BUSINESS - none

VI. **New Business-Stroke and Cardiac applications for 2017:** Carole and Bobbi explained how the Stroke and Cardiac program works at Willapa Harbor Hospital. After some discussion, Dave made a motion to approve the 2017 Application for Level 3 Stroke Center and 2017 Application for Level 2 Cardiac Center. It was 2nd by Gary Schwiesow. Motion carried.

VII. **Adjournment:** Being no further business the meeting was adjourned at 7:02 pm

Submitted:



Dave Vetter, Secretary to the Board