

Willapa Harbor Hospital
Minutes of the Governing Board
April 25, 2017

Board members Present: Dave Vetter, Tim Russ, 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 6:10 pm

The Pledge of Allegiance was recited.

The March minutes were approved as presented

Agenda approved with additions of appointment and no Executive Session needed

Audience - none

II. Consent Agenda

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

Vouchers/Warrants:	March	\$990,935.68
Payroll/Payable:	March	\$844,267.87
Write-offs: Bad Debt	March	\$TBD before next meeting

III. Reports and Presentations:

Administration – Carole Halsan, CEO

Dr. Pawel Dutkiewicz will be here on May 18, 2017 for a site visit. He will be meeting with the medical staff for a lunch that day as well as visiting with the staff in the Rural Health Clinic. He is interested in taking care of clinic patients; is not interested in patient care or working in the ER.

We have been working on a 340B Program with Ron Ashley, our Pharmacist and a Vendor that will help provide the service. The 340B program does generate additional revenue for the hospital and for the local pharmacies.

Dr. Buben is retiring at the end of June; a farewell party is being planned – date to be determined.

Patient Quality of Care – Bobbi Hallberg

Nursing Goals: We continue to work on streamlining documentation and attempting to reduce documentation.

Shared Governance: We established our 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.

Staffing: We have more staff going out on maternity leave. Two new per-diem CNA's have been hired to get us through the summer and maternity leaves. Our RN traveler starts May 15th.

Our Respiratory Therapy Manager has resigned. Barb Gonzalez has come back from retirement for a month and we have hired a per-diem RT to start next week. She will do some training with Barb before her month is done and she goes back into retirement. We have a position posted, but so far have no applicants.

Financial – Phil Hjembo, CFO, March 2017 Financial Statements

The Acute care patient days were at 66 compared to the budget numbers of 76. Year to Date was above budget at 251 compared to the budgeted number of 224. Observations were below budget at 227 hours compared to the budgeted amount of 408. The Year to Date was at 859 down 72% for the year. Jeff asked how we come up with our budget and Phil explained the process.

Surgery had a good month at 41 compared to the budget of 29. Radiology exams were down 9% for the month. CTs were above budget 11%, MRIs were down 22% and Mammos were down 21 compared to the budgeted number of 40. Laboratory was up for the month at 5,903 compared to the budgeted numbers of 5,755 and ER is going down again. Kathy asked if hospital do urgent care and Carole stated the billing is different and we must have the space.

Revenue is up \$222,435 and Contractuals were up \$129,069 for the month. The Net Patient Revenue was \$155,788 above budget and Year to Date was at \$243,027. The expenses were about normal at \$321 below budget. The Tax Revenue was above \$97,043 for the month and \$15,101 below budgeted number for Year to Date. We will be paying the City of Raymond for the buy down of the Library Levy \$10,028. The month ended at a profit of \$187,475 with Year to Date at \$152,901. Cash was down due to the 3rd payroll of at the end of the month. The Bond repayment is above what is needed.

Phil asked if everyone was going to Chelan in June, explained how to report the days attending and how to get reimbursement for mileage and meals.

Terry Stone, CCO – Compliance Update

Compliance report was handed out with information on drug overdose deaths surge 2013 to 2014, Patient Satisfaction Surveys, Washington Health Plan Financials from 1/1/2016 through 12/31/2016, Bipartisan House Bill trying to stop drug makers from blocking generic and bio-similar competitors, top ten countries with the highest healthcare cost per capita in 2013, Observation vs. Inpatients and Data Points.

IV. Willapa Harbor Health Foundation – Carole Halsan – No meeting, nothing to report

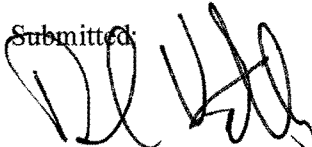
V. OLD BUSINESS – Review of the committee and assign at the next meeting.

VI. New Business-Appointments

- a) Dave Vetter made a motion to approve as recommended by the Medical Staff - Skylar Tarbet, DPT to Affiliate Staff, Dr. Linda Petter, DO to Active Staff, Dr. J. Stephen Bell, DO to Courtesy Staff and Dr. Richard Kline, MD to Contract Emergency Room Staff, Dr. Zhongzeng Li, MD and Dr. Leo Kesting, MD from Olympia Neurology, Dr. Dominique Coco, MD, Dr. Elizabeth Kehr, MD and Dr. Eric Wepler, DO to Courtesy Staff from CellNetix, VRAD providers Mamta Gupta, MD, Feheem Hussain, MD, Cathleen Ivy, MD, Elaine Khatod, MD, Walter Maynard, MD, Adam Sciuk, MD and Neeta Vargo. Kathy Spoor 2nd the month. Motion carried.

VII. Adjournment: Being no further business the meeting was adjourned at 7:14 pm / No Executive Session held.

Submitted



Dave Vetter, Secretary to the Board