

**Willapa Harbor Hospital**  
**Minutes of the Governing Board**  
**June 20, 2017**

Board members Present: Dave Vetter, Tim Russ, Gary Schwiesow, Kathy Spoor and Jeffrey Nevitt

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 6:20 pm

The Pledge of Allegiance was recited.

The May minutes were approved as presented

Agenda approved, additions to approve consent agenda also for April, no Executive Session

Audience: none

**II. Consent Agenda**

Tim Russ asked about the disbursements for Alder House. Phil explained one is a loan payment that the hospital always pays. The other two were due to Alder House having 5 rooms not rented. They are all full now and should not have a problem. We do have about \$36,000 to transfer from the roof fund to pay the balance of the loan given to Alder House the hospital.

Dave Vetter made a motion to approve the consent agendas for April and May it was 2<sup>nd</sup> by Jeff Nevitt. Motion Carried.

Vouchers/Warrants: April \$573,860.55

Payroll/Payable: April \$566,043.65

Write-offs: Bad Debt April \$ 47,255.97

Vouchers/Warrants: May \$909,378.10

Payroll/Payable: May \$577,793.63

Write-offs: Bad Debt May \$ 82,491.70

**III. Reports and Presentations:**

**Administration – Carole Halsan, CEO**

Pharmacy 340B program should start in October. We heard that Ocean Beach has been on the program for 1 ½ years now and is doing well with this program. We should be about the same.

WHRAP: I continue to work with the WHRAP group on payment reform, a new payment model, and staffing.

Dr. Buben: Dr. Buben's retirement party is tomorrow at the Willapa Community Center from 4pm to 8pm.

Chelan: During the BBQ at the Chelan conference there will be some interesting breakout sessions.

Kathy asked if the hospital has a Strategic Plan and Carole responded that we do. It has been several years since we have done a Strategic Plan and it is now time to develop a new one.

## **Financial – Phil Hjembo, CFO, May 2017 Financial Statements**

Volumes are way down. The Acute Care Patient Days were 29% below our budgeted numbers of 54. Surgery, Lab, Radiology exams, MRI, Mammos, NucMed and ER visits were down for the month. CT's were close to budget and Ultrasounds and EKG's were above budget. Both clinics were below budgeted numbers.

Revenues were (\$250k) below budget and expenses were above budget by \$125k. The Contractuals were above by \$91k. The Net Patient Revenue was below budget by (\$342K) for the month.

Dr. Hill, Dr. Hing and the ER providers will cover Inpatients and Observation Patients.

There was a discussion on the Medicare Cost Report and payment adjustments. Kathy Spoor asked if Administration would contact the Board Members if there was an issue. Phil did explain that Administration would contact all the Board Members. The best way is to watch the cash amounts. We should also think about adding into the budget for next year a financial audit.

Union negotiations are going on for Local 8 and they have been difficult.

I have just rented our 6<sup>th</sup> apartment. There was an apartment complex available to purchase and we talked with our attorney today. He did not like the idea of us purchasing an apartment complex so that is not an option. We met with our architect about the old shower used by the Emergency Room providers. It is old and very small. Our providers do not like using it. We are looking into other options to keep the doctors on campus.

### **Terry Stone, CCO – Compliance Update**

Terry reported on potential for reducing drug cost, Hospital Compliance Committee, and Data Points.

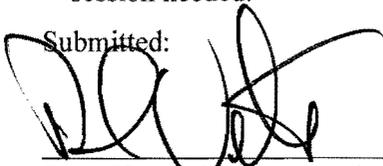
## **IV. Willapa Harbor Health Foundation – Carole Halsan – nothing to report**

### **V. Old Business: nothing to report**

### **VI. New Business: nothing to report**

## **VII. Adjournment:** Being no further business the meeting was adjourned at 7:12 pm. No executive session needed.

Submitted:



Dave Vetter, Secretary to the Board