

Willapa Harbor Hospital
Minutes of the Governing Board
November 28, 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, Bobbi Hallberg, CNO and Marlynn Jenkins, minutes secretary.

I. Call to Order:

The meeting was called to order at 6:11 pm

The Pledge of Allegiance was recited.

The October minutes were approved as presented

Agenda approved, no additions to the agenda and no Executive Session needed

Audience: none

II. Consent Agenda

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

Vouchers/Warrants:	October	\$717,170.98
Payroll/Payable:	October	\$580,369.83
Write-offs: Bad Debt	October	\$51,720.72

III. Reports and Presentations:

Administration – Carole Halsan, CEO

The Quality Dashboard for 2017 was handed out for review. Jeffrey Nevitt requested information be sent out about a week ahead of time so the board will have time to review it before the meeting. All agreed.

Renee is looking into a Cardiac Rehab program

340B Program is estimate to bring in several thousand dollars per month and will increase when Pacific Family Health Center comes onboard.

Board Retreat is set for January 26th and 27th. The agenda will be here tomorrow. There were some questions about what can be talked about at the retreat. Carole and Phil will try to get Shar Sheaffer and Ben Lindekugel to attend. They both shared information at the last retreat.

Patient Quality of Care – Bobbi Hallberg

Working on documentation policies and training for the new stroke robot. The Coverdell Stroke Grant focus this year is community education and getting information out to the public. We may have a new per diem RN. She works for Grays Harbor and lives in Grayland. We have reposted the RT position as a manager level. The traveler will be here until the end of January. The Nursing goals are to reduce duplication in documentation, reduce medication errors and missing medication orders by 20%, reduce missed charges by 20% and consistently scan 80% of medications administered.

Financial – Phil Hjembo, CFO, October 2017 Financial Statements

Our volumes were 66 compared to the budget numbers of 76. Observations were down for the month. Images were up with CT, Ultrasound, and Mammography. MRI's were down for the month. Lab was up for the month and ER was down for the month but above last year's total. Pacific Family Health Center numbers are improving.

Revenues were higher than budgeted and contractals were lower. Kathy Spoor asked why the employee benefits were lower than last year and Phil explained about the refund from the workers compensation program we received a few months ago. Purchase services were above budget and bad debt was also high. Net income was above budget at \$341,629 and the Year to Date was at \$63,529.

The balance sheet should be at 1.8M after the end of the month. Dave Vetter asked, "What would be a good amount to have in cash? Phil replied 90 days.

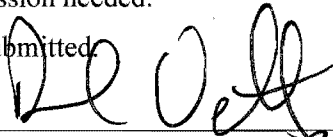
A handout was given with the correct budget for 2018. Also, a letter from Noridian with a lump sum adjustment of \$667,000 was handed out. Phil explained how the cost report works and how Medicare pays.

Terry Stone, CCO – Compliance Update

The compliance report included reports on ER Use Outstrips Population Growth, Source of prescription pain relievers, 4 Reasons why US health care is so expensive and Data Points.

- IV. **Willapa Harbor Health Foundation – Carole Halsan** – Festival of Trees went very well
- V. **OLD BUSINESS** – Reminder that the next meeting will be December 19th due to the holiday.
- VI. **New Business**-none
- VII. **Adjournment:** Being no further business the meeting was adjourned at 7:15 pm. No executive session needed.

Submitted



Dave Vetter, Secretary to the Board