

Willapa Harbor Hospital
Minutes of the Governing Board
February 27, 2018

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 5:55 pm

The Pledge of Allegiance was recited.

The January minutes were approved as presented

Agenda approved, with additions of the Quality 2017 Dashboard, CEO Succession Plan, Board Work Plan. The Quality Improvement Program Plan 2018 will be held until next month for signatures, no Executive Session needed

Audience: None

II. Consent Agenda

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

Vouchers/Warrants:	(January)	\$807,910.46
Payroll/Payable:	(January)	\$559,001.03
Write-offs: Bad Debt	(January)	\$56,453.34

III. Reports and Presentations:

Administration – Carole Halsan, CEO

Bobbi and I will both be going to the Rural Health Conference and not be here the week of March 27th. The Board agreed to move the next board meeting up a week to March 20th. Scott McDougall will attend to accept a Thank You for his 14 years of service.

Health Care Authority plan for rural hospitals: After the HCA presentation, the “Collaborative” decided as a group to send a joint letter to participate in the discussions.

WHRAP House Bill1520: The WHRAP hospitals are looking into a care coordinator position or a Behavioral Health Care Coordinator position that would be funded by the money from the SB-1520. Willapa is looking into a care coordinator, combine with other current responsibilities.

Accountable Care Organization: Some of the hospital that belong to the collaborative will continuing their participation in an ACO. Willapa will not be joining the ACO.

Action Cue: 75 of the staff have taken the in-service; they like the system.

WCN: WCN continues to meet. A variety of non-profits and government agencies attend. Tim mentioned the program works great for the community.

Rumors: I have met with clinical staff to discuss various rumors after the incident with the reporter from the Herald called with misinformation.

Patient Quality of Care – Bobbi Hallberg

Volumes are back down to more normal. We continue to see flu and pneumonia patients. Offers has been made to two nurses for part time to fill our staffing needs. No new candidate’s for the RT position. In April a nurse and physician from Grays Harbor Wound Clinic will come in to do some

education for the nurses and physicians. At our Share Governance meeting in January, the staff is ready to take this group and work on a "bedside rounding" project. Our goals for 2018 are to reduce incomplete documentation by 20%. Scanning is still a problem. Improve staff moral through a series of team-building sessions at staff meeting and education offerings. And, consistently scan 80% of medications administered.

Financial – Phil Hjembo, CFO, January 2018 Financial Statements

There was a discussion on the cost of computer systems at 1.5M, the 5 to 10M. Evident cost about \$16,000 per month; and Meditech would have cost us \$50,000 per month.

There was some discussion on after hour clinics, if there would be space available, hours of operation, and fees charges in the lab. Phil explain how charges are set for CAH, charge master reviews, and cost due to not owning equipment. The collaborative is looking at comparisons within the collaborative hospitals.

Statistics: Acute care patient days were above budget at 79 compared to 63; but down from last year. OBs, Surgery, Radiology, Lab, ER, and clinics were on or well above budget. We are doing well with the 340B program. We are on track now for a \$240,000 year. We are starting to get the dollars in from the PFHC. The income doubled when the clinic came on.

Income statement: 3M in revenue with \$265,000 above budget. Contractuals were above budget at 1.081M. Salaries, Professional Fees and Bad Debt was up. All together the expense were up \$121,113. The profit was \$39,511 for Year to Date.

Balance sheet: Cash was up to 2M and we were at 42 days of cash.

Terry Stone, CCO – Compliance Update

The Compliance Report was handed out reporting on Generic Drugs, Mental Health a big issue in prisons, wasteful ordering of medical tests, Washington Healthcare workers dying of opioid overdoses, Tele-radiology activity January through December 2017 and Data Points.

IV. Willapa Harbor Health Foundation – Carole Halsan Nothing to report

V. OLD BUSINESS: none

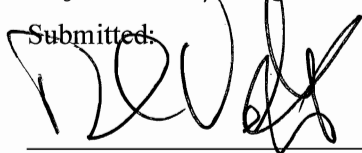
VI. New Business-Kathy Spoor on Board Work Plan:

Katie Lindstrom can assist to keep the meeting moving. Jeff said Tuesday or Thursdays works better for him because the office closes at 4:30. We need to set meeting dates and what we want to do as a Board. Tim stated that this not a rush. There are some things in the plan that should be looked at and some that are not. We do need education. Kathy will work with Katie to schedule the workshop. What are we going to do over the year? Carole stated that some of the items listed are operations. Kathy state we need to understand how operations work. Kathy will send out a Doodle Pole to get some idea of dates that will work best.

Quality: Kathy m that it would be helpful to have Renee come on a quarterly basis to report on Quality.

VII. Adjournment: Being no further business the meeting was adjourned at 7:30 pm

Submitted:



Dave Vetter, Secretary to the Board