

**Willapa Harbor Hospital**  
**Minutes of the Governing Board**  
**June 19, 2018**

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

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

**I. Call to Order:**

The meeting was called to order at 5:32 pm

The Pledge of Allegiance was recited.

The May minutes were approved as presented

Agenda approved, additions physicians to review, discussion on board education and strategic plan and Executive Session

Audience: none

**II. Consent Agenda**

Kathy Spoor made a motion to approve the consent agenda for May and it was 2<sup>nd</sup> by Gary Schwiesow. Motion Carried. These Board Members approved the April Consent Agenda as above. April's affidavits were sign at the June meeting and included in the June minutes.

Vouchers/Warrants:        April    \$747,894.21

Payroll/Payable:         April    \$592,709.21

Write-offs: Bad Debt      April    \$75,167.49

Vouchers/Warrants:        May     \$874,556.10

Payroll/Payable:         May     \$598,469.64

Write-offs: Bad Debt      May     \$24,827.43

**III. Reports and Presentations:**

**Renee Clements – Quality Report**

Renee presented to the Board a PowerPoint presentation on Quality and Safety, Reports from Action Cue, WSHA Star Ratings, Quality Dashboard for 2018, Measure Trends Analysis and Hospital Performance Report from Qualis Health.

**Administration – Carole Halsan, CEO**

Carole presented the Washington Rural Health Collaborative Interlocal agreement that allows a cooperative agreement between the 15 hospitals in the collaborative for programs and projects needed. Please review the Interlocal agreement that is to be signed at the July meeting.

Torrie, Al and I met with CPSI last Wednesday to discuss the problems with the Evident program. They discussed a “system utilization review” at no cost to the hospital. Torrie will be working with the managers and Evident together the process started.

WHRAP continues to work with DOH and AWPHD and communicate with HCA on a multi-payer model. This will not work with small facilities.

Winfried the CEO at Choice is leaving after six years. He will be going to Providence Health Systems.

### **Patient Quality of Care – Bobbi Hallberg**

We are finishing up on the final training on the new e-Mar and go live the second week of July. We are actively planning for the skills fair in September. The bedside report process has started. There are some staff who feel it is disruptive to patients, especially in the morning. I keep reminding that Bedside reporting is a best practice to improve patient care and patient satisfaction. We can adapt for patients who are confused and they can refuse to participate. We have two full time night RN position open with no candidates yet. One part time RN position has been filled. Our goal is to improve staff moral through a series of team-building sessions at staff meetings and education offerings. Our new RT manager started and doing very well. Has some ideas to increase revenue.

### **Financial – Terry Stone for Phil Hjembo, CFO, May 2018 Financial Statements**

Statistics were above budget and year to date. Lab, Imaging and ER are the big revenue producers. Net revenue was significantly above budget and year to date. We accrued another \$400,000 because we expect to pay back to Medicare. Our expenses are what was expected, timber income was up and 340B is doing well.

On the balance sheet the Cash has gone up \$600,000. We are at 3.3M.

Current Liabilities Due to Third Parties has increased by the \$400,000 for Medicare. We expect to pay back to Medicare about \$750,000.

We should move \$130,000 in Cash for Equipment and move into the regular Cash amount to use for other expenses if needed. Next month this will be brought to the board in a resolution to move into the Cash.

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

Medicaid work requirements: CMS has approved 4 different states (Arkansas, Kentucky, New Hampshire and Indiana) to require non-disabled Medicaid beneficiaries that they complete 80 hours of work or community engagement services in the previous month. Beneficiaries failing to comply could be locked out of coverage for the remainder of the calendar year. Kentucky's program begins in July and includes able-bodied beneficiaries between ages 19 and 64 to have at least 80 hours of community engagement, including working at a job, going to school, taking a job-training course or community service. Also, some Access/Data Points were handed out.

### **IV. Willapa Harbor Health Foundation – Carole Halsan**

Meeting set for tomorrow. Everything is set for BCA and FOT

### **V. OLD BUSINESS-None**

### **VI. New Business - Physicians for Reappointment:**

Kathy Spoor made a motion to approve as recommended by the Medical Staff the reappointments of Dr. Steven Hill, DO and Dr. Stan Pniewski, MD. It was 2<sup>nd</sup> by Jeff Nevitt. Motion carried.

**VII. Adjournment:** Being no further business the meeting was adjourned at 6:50 pm / to Executive Session to report on performances issue of employee. It is expected to take 30 minutes. Executive Session opened at 6:51 pm. After some discussion the Executive Session was closed with no action taken. Regular Meeting was reopened at 7:21pm. With no further business the regular meeting was adjourned at 7:22 pm.

Submitted:

  
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Jeff Nevitt, Acting Secretary to the Board