

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

Board members Present: Dave Vetter, 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 5:39 pm

The Pledge of Allegiance was recited.

Dave Vetter made a motion to approve the October minutes and minutes from the Budget meeting on November 13, 2018. The motion was 2nd by Kathy Spoor. Motion carried.

Agenda approved, additions of approval of the Board work plan, and no Executive Session

Guest: Gail Genzel, Cardiac Rehab manager

II. Cardiac Rehab PowerPoint presentation by Gail Genzel: Gail gave a great presentation with some questions from the Board answered by Gail.

III. Board Education Plan: Gary Schwiesow made a motion to approve the Board Education Plan as presented. It was 2nd by Jeff Nevitt. Motion carried.

IV. Consent Agenda

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

Vouchers/Warrants:	October	\$1,702,642.45
Payroll/Payable:	October	\$599,033.68
Write-offs: Bad Debt	October	\$79,317.38

V. Reports and Presentations:

Administration – Carole Halsan, CEO

WHRAP Group: On December 3rd, the WHRAP Group will be meeting with the legislature on some issues that passed House Bill 2450 payment model. Transition funds to continue for care coordination.

We continue to work on the pharmacy and the interim Risk Manager is doing well.

Dr. Robert Hovancsek a podiatrist from Aberdeen would like to come down and do a clinic one day a month on a Friday. We have to charge him space and take out of the cost report.

Festival of trees did their best year ever at \$13,866 net revenue.

Patient Quality of Care – Bobbi Hallberg

We have completed our scanning contest and our percentage continue to be above 80% overall for the first two weeks of November. Informatics and I will continue to monitor this closely and I have started coaching staff that are not above 70%. We completed the changes requested by staff to the clinical assessment by removing pieces that are less commonly used. The assessments are still available, but in a separate spreadsheet.

Although there was much anxiety about the pharmacy training, it has gone very well. We should have everyone's training completed by the end of December.

Our staffing committee is working on the documents that have to be submitted to the Department of Health by January 1, 2019. One of the RN's is back part-time from Maternity leave. I did hire a per diem RN and a per diem CNA, however we still have 2 RN FT nightshift positions open.

The current Element of Professionalism is Team player. I have had no entries from the nursing staff. Our goals were to improve staff moral through a series of team-building sessions at staff meetings and education offerings and consistently scan 80% of medications administered for patient safety.

Financial – By Terry Stone for Phil Hjembo, CFO, October 2018 Financial Statements

Phil is home now. He came home last week.

On the Statistics: All of imaging, Lab and Clinics were on or above budget for the month and Year to Date. Patient Days, ER visits, RT, Surgery and endoscopy were down for the month.

On the Income Statement: Patient revenue was 10% above budget. The amount in contractals was the Medicare payment. Operations were at 3% above budget. The 340B revenue was only \$8,246 for the month. Purchase services were above budget and bad debt was down. Tax revenue was below budget. We were at \$34,105 net income for the month. With our net expenses at 2% on the Year to Date, our net income was \$823,597 and above budget for the year. It looks good.

Balance Sheet: The cash went down by \$600,000 due to the \$880,000 paid to Medicare. Kathy Spoor asked, "If there will be additional adjustments." Terry replied, "We may depending on what goes on the rest of the year."

The dashboard charts were reviewed with the board for the ups and downs.

Terry Stone, CCO – Compliance Update

Terry reported that CMS finalized new payment rules, Healthcare adds new jobs in October, and Access/Data Point.

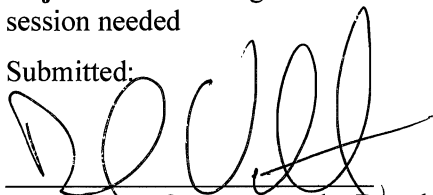
VI. Willapa Harbor Health Foundation – Carole Halsan – FOT review mentioned above

VII. OLD BUSINESS:

VIII. New Business-Rotation of Board members: Kathy Spoor made a motion to approve the rotation for board members for the 2019-2020 years. Dave Vetter 2nd the motion. Motion carried.

IX. Adjournment: Being no further business the meeting was adjourned at 6:42 pm. No executive session needed

Submitted:



Dave Vetter, Secretary to the Board