

Willapa Harbor Hospital
Minutes of the Governing Board
July 27, 2021

Board Members Present in Person: Gary Schwiesow, Kathy Spoor, Jeffrey Nevitt and Toni Williams

Board Members Present via GoToMeeting: None

Board Members Absent: Dave Vetter

Others Present: Matthew Kempton, CEO, Scot Attridge, CFO, Chelsea MacIntyre, CNO, Renee Clements, COO and Paula Lorenz, minute's secretary.

Others Absent: None

I. Call to Order:

The meeting was called to order at 5:32pm

Toni Williams made a motion to approve the June 22, 2021 regular meeting minutes as written. Jeff Nevitt 2nd, motion carried.

Agenda: No additions

Executive Session: There will be an executive session held to discuss personnel issues that is expected to take approximately 2 minutes.

Audience: None

II. Consent Agenda

Kathy Spoor made a motion to approve the consent agenda. Toni Williams 2nd, motion carried.

Vouchers/Warrants:	June	\$1,125,582.64
Payroll/Payable:	June	\$ 646,594.08
Write-offs: Bad Debt	June	\$ 68,886.89

III. Reports and Presentations:

Administration – Matthew Kempton, CEO

- Wins – We received 2 patient thank you letters in the last few weeks. The letters were shared with the Board members.
- Chief of Staff report shared. No major concerns noted.
- Pharmacy – Will have a site inspection tomorrow including the engineer and a few others to look over everything and get some specs. Things are moving forward. Our pharmacists is working with them on door requirements in the confined space.
- Physician Recruitment – there was a candidate for ARNP Hospitalist, she was not a good rural fit so we passed on her. We have received a couple of internal medicine candidates. Matt interviewed one, Paula is setting up a virtual interview with the rest of the executive team. If that works out, we will invite him onsite for a formal interview and discussions.

- We are trying to get more involved in the community. We have sponsored the Color Run, we plan to have a float in the parade as well as our booth at the fair.
- Board Training – There is a free webinar from Huron (Studer Group) for Boards on September 21st at 3pm pacific time. Paula will forward the information to the Board members to re view and sign up if interested.
- We are moving forward with AIDET to develop our interactions with patients as well as co-workers. All staff are doing basic training this week. We have trained our Champions and will kick off skills labs starting September 15th.

Financial – Scot Attridge, CFO, June 2021 Financial Statements

- Gave a financial presentation to the board
- See Financials attached
- CaresAct attestation for COVID expenses due in September.
- We filed our Medicaid cost report. They underpaid us in 2020 so we should receive a check in September.

Patient Quality of Care – Chelsea MacIntyre, CNO

- Wins –
 - Charles and Terilynn are both doing a great job in their new positions.
 - Regional Cardiac Stroke quarterly meeting have resumed. EMS came, we had a nice meeting. We are holding a blood drive on August 9th at the fire station.
- Started new pulmonary function testing. We have had a nice uptick in procedures.
- Implemented House Bill 1155, no issues.
- Working on Swing Bed, very close to be able to open. Have held many meetings, rooms are ready.
- Working on update to COVID screening process, rolling back to normal hours while complying with screening requirements.
- ZOLL Defibrillator and Auto-Pulse equipment have arrived onsite. Next month vendor trainers will be here to train us so we can start using them.

Operations – Renee Clements, COO

- Alder House – L&I services terminated. Appraisal pending. FMP group will supply appraiser info
- Clinic – Lots of vacations for providers. Barbie opened up after hours effective July 6th. Her capacity is full and working well. Held a full clinic staff meeting. Weekend clinic not as busy, mostly COVID testing patients. One of our weekend clinic providers was just licensed for DOT physicals. There are things to work out before we can implement.
- Radiology – PACS is still in implantation process with estimated go live at the end of September. Provider training will take place. Our Mammo machine was down for two days this month. Echo uptick due to shortage in Aberdeen. Nuc Med Cardiac testing is on hold starting this week due to issue with hardware or reading of results. Working with vendor. MRI Mobile is now motivated to settle at a lower amount than they previously offered. Hope to bring a settlement offer to next Board meeting for approval to settle and approval to move to new vendor.
- ED Throughput – working on lowering the time. OPYS will be onsite tomorrow for quality meeting.
- Laboratory – Ongoing search for a lab tech
- Quality/Risk – CMS will be onsite soon, working on readiness

- Dietary – Oven was installed and staff are getting used to cooking on it.

IV. New Business

- EHR – We are working through the Rural Collaborative with four other hospitals to change to a new EHR at a reduced group price. There are two systems that we are looking at for EPIC. Reviewed strategic roadmap. Reviewed a sample CAH pricing option from one of the systems. We are submitting data to get specific pricing for our hospital.
- Employee Safety Concerns – Gary Schwiesow had a meeting with local law enforcement regarding new house bill that limits force. Had some concerns for our staff so asked to have this topic be added to the agenda. WSHA is working on this issues regarding training and what may happen. (handout from WSHA) Law enforcement can use force, if all other options are exhausted or in self-defense.

V. Continued Business

- Capital Requests
 - Stryker Stretchers – Five stretchers were budgeted for fourth quarter. Our current ER stretcher is broken and we are trying to fix with pieces of other broken stretchers. Quotes were provide for both manual and electric stretchers. We would like to buy three manual stretchers. This will be more than \$35 less than budgeted.
Kathy Spoor made a motion to approve the purchase of three manual Stryker stretchers. Toni Williams 2nd, motion carried.
 - ER HVAC – As a follow up from the last meeting, we did receive the third bid. That bid came in higher than the approved amount. We are moving forward with the approved quote from Bradley Air.
- Facilities Master Plan Planning Meeting Update – The team had a meeting last week, five options presented from minimal renovations to the current facility to a full new build. There will be a financial feasibility study done to show what would be the best option for cost reimbursement. There will be an onsite meeting on August 17th to narrow down options and discuss next steps.
- GPO Savings Update – Total post implementation savings of \$68,463.65.
- Provider Dashboards – Shared ED Throughput dashboard. This is now posted in the ER for all providers to see. Also shared the Clinic Provider dashboards.

VI. Appointments/Reappointments

- Appointments:
 - **CellNetix:** Jessica G. Rogers, MD

The Medical Executive Committee has recommended appointment and privileges for the providers above. Education, experience and claims history were reviewed by the Board.

Kathy Spoor made a motion to appoint the provider above as recommended by the Medical Executive Committee. Toni Williams 2nd, motion carried.

- Reappointments:

- **VRAD:** Christina S. Geatrakas, MD, Surinder K. Rai, DO, Joseph M. Rozell, MD and Joshua R. Sokol, MD.

The Medical Executive Committee has recommended reappointment and privileges for the providers above. Education, experience and claims history were reviewed by the Board.

Kathy Spoor made a motion to reappoint the providers above as recommended by the Medical Executive Committee. Toni Williams 2nd, motion carried.

VII. Adjournment: The meeting was adjourned at 7:35pm to Executive Session to discuss personnel issues. It was expected to take 2 minutes. Executive Session opened at 7:36pm. After a minor discussion, the Executive Session was closed at 7:38pm and returned to regular session. With no further business, the meeting was adjourned at 7:39pm.

Submitted:

Kathy Spoor, Secretary to the Board