

Willapa Harbor Hospital
Minutes of the Governing Board
Cedar Room
July 25, 2023

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

Others Present: Matthew Kempton, CEO, Kimberly Polanco, CFO, Chelsea MacIntyre, CNO, Renee Clements, COO and Paula Lorenz, taking minutes.

Board Members Absent:

Others Absent:

Guests: James Harman & Craig Rizzo, ZGF Architects

I. Call to Order:

The meeting was called to order at 5:30pm by Kathy Spoor, Board Chair

Jeffrey Nevitt made a motion to approve the June 20, 2023, Regular meeting minutes as written with one minor correction. Gary Schwiesow 2nd, motion carried.

Additions to the Agenda: None

Executive Session: To discuss operational issues.

Audience: Robert Scrim, public member

II. Consent Agenda

Toni Williams made a motion to approve the consent agenda. Gary Schwiesow 2nd, motion carried.

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|----------------------|------|-----------------|
| Vouchers/Warrants: | June | \$1,716,498.20 |
| Payroll/Payable: | June | \$ 1,167,438.99 |
| Write-offs: Bad Debt | June | \$ 115,434.45 |

III. Reports and Presentations:

Administration – Matthew Kempton, CEO

- Pharmacy – The Washington State Department of Health Construction Review Services has notified us that they will begin review of the HD unpacking room plans on August 15, 2023.
- Anesthesia (CRNA) – They are currently evaluating the possibility of a non-narcotic nerve block pain management clinic.
- Facilities
 - There was a water leak in the Radiology hallway last week. We are currently evaluating it for water pipe repair with asbestos abatement that is required around a doorway.

- The HVAC system serving the Laboratory department failed last week. It has been repaired, but replacement of the old unit (17 years old) is needed to avoid future breakdowns.
- The entire hospital roof was cleaned and power washed.
- Willapa Medical Clinic was painted all one color with handrails, window frames and trim also painted.
- We will be patching the gravel spots in the parking lots with the curbs and parking lines painted.
- Outside cameras will be installed soon to monitor the parking lot.
- We wrapped up the new nurse call system training today.
- The electric inspector from the city approved the new call system wiring today.

Financial – Kimberly Polanco, CFO, June 2023 Financial Statements

- June Financial Status – Willapa Harbor Hospital's June business resulted in a Net Loss of (\$241,376) for the month increasing the YTD Net Loss to (\$467,303) which is \$398,089 better than the anticipated budgeted loss for the first six months of the year. Operations resulted in a loss of (\$144,755) for the month and (\$497,938) for the year. The YTD Total Margin is (3.0%) and Days Cash on Hand is 123.
- Patient Service Revenue – June Total Patient Revenue was \$3,656,104, 1% over budget, while the YTD patient revenue is 1.4% over budget. MRI services remain unavailable due to the service vendor unable to hire technicians. This reduction in services has impacted the financials by (\$502,446) YTD compared to budget.
- Accounts Receivable – Patient service revenue collections were \$1,977,350 with Net Days in AR at 58.3, a decrease of 0.5 days from May.
- 340B – 340B revenue YTD is \$353,255, over budget by \$179,693, and \$122,034 over prior year.
- Expenses – June expenses are 7.3% below budget and YTD expenses are less than 1% over budget.
- See Financials attached.

Patient Quality of Care – Chelsea MacIntyre, CNO

- Wins – We are going to be DNV accredited. This is a huge step forward for our health system. It is also part of our strategic plan.
- Recognition – I would like to recognize Torrie Matlock this month for being so creative, collaborative and solution-oriented.
- Our Capital Campaign Committee is partnering with Willapa Harbor Health Foundation and the local golf course for our first annual golf fundraiser which will be held on September 16th. The funds will be used to purchase equipment for new services at the new replacement facility. A packet that shows information on the event, sponsor information, and flyers was shared at the meeting. Probably nine teams with a scramble format.
- Department Updates
 - Respiratory – We had a travel RT therapist here recently to cover for our RT while she was on her honeymoon. She did a great job!
 - Med-Surg – The new nurse call system installation is completed as of today.

- Case Management – We held a outreach meeting with Capital Medical Center regarding Swing Bed.
- Emergency – Our volumes continue to be very high. This is great!
- Cardiac Rehab – We had a graduating patient that the “most improved” in WHH history. They had over 85% improvement in functioning.
- Surgery – Is working on providing additional IV access options for WHH.
- Employee Health / Infection Control – We were awarded a SANE grant for approximately \$6,000.
- Projects
 - Working with Med-Surg Manager on our training manual.
 - Working with Case Management Supervisor on IV therapy and swing bed.
 - I am serving on the Rural Collaborative Ethics Committee.
 - Telemetry updates, Pyxis ES and DNV.

Operations – Renee Clements, COO

- Alder House – July 5- Surveyor onsite for JPCHA/Community Framework; July 20- JPCHA & all teams having meeting at Alder House to discuss the project- WHH Exec’s invited.
- WMC –
 - Volume by provider report included for Q 1 and 2 2023 and comparison to 2022. Call outs- Dr. Hill exceeding volume benchmark and trend of our newest providers increasing accordingly.
 - CGCAHPS-Year to Date Jan-June 2023 scores on next page: Overall 92%!
 - No Show rate within Epic starting at 7-10%, down to 4% with patient reminder system deployment and MyChart.
- Radiology – Transitioned to new MRI service; hopeful to begin scanning in August.
- Lab – Process Improvement for Lab continues for Specimen labeling and collection improvements.
- Quality / Risk / Clinical Informatics
 - Epic! Ongoing troubleshooting and learning, but improving overall.
 - WHH Leadership Quality Goals as follows for the month
 - My Chart Utilization Activation rate up to 30% from 29%
 - CPOE-Computer Physician Order Entry- Remains=92%
- Shared the following reports/dashboards
 - Provider Dashboards
 - Surgery Dashboards
 - Quality Report
 - Quality Statistics

IV. New Business

- Architect Update – ZGF Architects shared a presentation on who is on which teams (Architect, Project Manager, Engineers, etc.) and what has been done to date. Shared space needs for current services as well as possible future growth. Received the draft geotechnical reports today.

V. Continued Business

- Building Committee Update – No update as it discussed during the Architect update.

➤ Capital Requests –

- Patient Replacement Beds – There are two major patient bed companies. They both brought out sample beds, we were able to connect them to our call system, try them out on patients, etc. Either option is a tremendous upgrade to our patients from what we have now. We would like to recommend the Stryker beds. Had some issues with the Hill-Rom beds while they were here, and there is labor on our side that will increase the cost for us. Both beds are wider than the older models so we may need to adjust our door jams within the hospital. Stryker beds have gel mattresses to reduce patient sores and rotate the patients, assists patients stand from the bed. The capital campaign committee has committed to contribute \$15,000 towards one of the beds.

Gary Schwiesow made a motion to approve the purchase of Patient Replacement Beds from Stryker for \$140,982.03 (less the \$15,000 from the capital campaign committee) as submitted, Toni Williams 2nd, motion carried.

VI. Appointments/Reappointments

➤ **Appointments –**

- **CellNetix** – The following provider is requesting 6-month provisional privileges: Saron Ann E. Smith, MD.

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

Steve Holland made a motion to approve the Appointment above as recommended by the Medical Executive Committee. Toni Williams 2nd, motion carried.

➤ **Reappointments –**

- **CellNetix** – The following provider is requesting a 3-year reappointment: Jessica G. Rogers, MD.
- Valley View Medical Center – The following provider is requesting a 3-year reappointment: Soo Ryun Ahn, MD.
- VRAD – The following providers have received 2-year reappointments with VRAD and would receive the same reappointment here: Dennis L. Buschman, MD, Christina S. Geatrakas, MD, Robert R. Murray, MD, Alan G. Pratt, MD, Surinder K. Rai, DO, Joseph M. Rozell, MD, Joshua R. Sokol, MD & Claudia Zacharias, MD.

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

Steve Holland made a motion to approve the Reappointments above as recommended by the Medical Executive Committee. Toni Williams 2nd, motion carried.

VII. Adjournment: The meeting was adjourned at 6:47pm to Executive Session to discuss the operational issues. It was expected to take 30 minutes. Executive Session was opened at 6:50pm. After some discussion, the Executive Session was closed at 7:22pm and returned to regular session. With no further business, the meeting was adjourned at 7:23pm.

Submitted:

Toni Williams, Secretary to the Board