

Garfield County Public Hospital District No. 1

Board of Commissioners

Regular Meeting: Wednesday, August 30, 2017

Attending: Matt Hanson, Cindy Wolf, Ray Hoffman, Chris Herres, Jenness Evanson

Not Attending:

Staff Attending: Brenda Parnell, Marni Herres, Stacy Linscott, Kayleen Bye, Ian Quarles, Allie Hyer, Cathy Herres, Jonathan Harker, Penny Medler, Bill Waites

Public Attending: Martha Lanman, Leta Travis

Meeting Called to Order at: 10:05 am

Conflict of Interest Statement: None Noted

Consent Agenda:

- Board of Commissioners Meeting Minutes (07/26/2017)
- Special Board of Commissioner Workshop Meeting Minutes (07/24/17)
- AP Vouchers (06/25/17 – 08/25/17)
- Payroll Vouchers (07/10/17 & 07/25/17; 08/10/17 & 08/25/17)

Motion was made to approve all consent items as presented with one correction to the Special Board of Commissioner Workshop Meeting Minutes. Cindy had noted a statement in the minutes instead of another Board member.

Moved by: Cindy Wolf & Seconded by: Matt Hanson

Motion approved & passed by vote

Reports:

1. **Quality Improvement (QI) Committee Report** – Cathy Herres reviewed the QI Action Plan for Infections, QI Program for Human Resources and Billing Department, QI Action Plan for Information Technology, QI Program Action Plan for Laboratory Department, QI Action Plan for Radiology, GCHD Radiology Monthly Report, QI Program for Social Services, QI Action Plan for Social Services and the Safety Zone Monthly Report.
2. **Finance Committee Report** – Brenda Parnell stated that the Finance Committee met this morning. They reviewed reports and discussed the purchase of a new payroll system, ADP. The hospital's current payroll system will not be supported after January 1, 2018. The Finance Committee

recommended the purchase of the ADP system. This will eliminate the paper process and allow employees to view their information online. The cost of this system is \$4,000 per year. This will also allow us to change our payroll to every two weeks instead of twice a month. Brenda stated that Alicia is participating in a Trust meeting and we expect a 4% increase to our benefits this next year. We will also be changing the way we manage the plan this next year. We will be billing for the services used by our employees instead of writing them off. Brenda stated that we have received a notice of a HCA Audit. They are looking back at the last 10 years and how the hospital was paid. The chargemaster audit was discussed. Brenda and Stacy met with Andrew Craigie to find out what changes were made in 2014 and 2015.

- **HRG Report** – The HRG Financial Reports were reviewed.

3. **Interim CNO Report** – Rhonda Mason

- The Interim CNO report was included in the packet. Rhonda is working on the Pharmacy Plan and working with Medication Review to get the policies and procedures update to date. The Omni Cell will need to be reprogramed. Cindy noted a typo in the Interim CNO Report.

4. **Clinic Report** – Kayleen Bye

- Kayleen introduced Bill Waites, PA-C. Bill is one of 8 locum providers who are covering the ER and clinic for our facility.
- Kayleen is hoping to get a second receptionist hired soon.
- Kayleen stated that the Free Sport Physicals went well.
- Kayleen stated that Dr. Park is already scheduled a month out. He is also catching up on long term care patient visits. Rhonda Freeman, ARNP started in August and is working 4 – 5 days per week in the clinic. She will be here until October 15th. Volumes are down. Sonny's first day is 09/18/17. Kayleen reviewed wait list numbers and new patients for the month.
- National Night Out was a success. The Hospital's table was well received.

5. **HUGS Report** – Jenness Evanson

- Jenness stated that she received the bill for the beauty shop upgrades. The total cost is \$173.47. There has been a request to replace the drapes in the patient rooms. They are approximately 10 years old. They are currently researching designs and to be sure that they are hospital grade.

Motion was made to approve the bill for the beauty shop upgrades for \$173.47.

- *Moved by: Ray Hoffman & Seconded by: Cindy Wolf*
- *Motion approved & passed by vote*

6. **Resident Council Report** - Cindy Wolf

- Cindy stated that Resident Council met in August. They are looking for high school volunteers. Sandy is checking with the school. The local dance studio brought in children to dance on two

different days. The residents are still voicing complaints that the Aids are being pulled away to work on the hospital side. Cindy distributed the provider list to those residents in attendance. They would like to meet Dr. Park in person. There was a complaint about insects in patient rooms. Sun Pest will be contacted to be sure they are sprayed. Allie is changing the menu to a 5 week menu option and residents helped with the menu suggestions.

Action Items:

- **No action items.**

Old Business:

- **No old business.**

New Business:

- **WHRAP Update** – Brenda updated the group on the WHRAP activities. There is a WHRAP meeting scheduled for 09/13/17. They will be meeting with the Healthcare Authority to discuss a different model. The WHRAP funds are focusing on similar models as ACH. This is to help cover shortfalls due to low volumes. They focus on behavior health, care coordination and management assistance for telemedicine. Brenda stated that the clinic needs more providers and additional rooms. Brenda is looking into changing the physician office into an exam/telemedicine room. The hospital is participating in the National Rural Accountable Care Consortium. This allows us to get reimbursed for work that Susie is providing.
- **ACH Presentation** – Martha Lanman and Leta Travis gave a presentation on the Greater Columbia Accountable Community of Health (ACH). Garfield County is one of nine counties that are part of the Greater Columbia ACH. Handouts were distributed that included the history of the ACH, the projects that they are working on local grants that were given for these projects. Leta and Martha would like a GCHD Board Representative to attend the leadership meetings with Brenda. These meetings are held the 3rd Thursday of each month. The next meeting with Columbia County is Tuesday, September 5th at 10:00 a.m. in the Learning Center. After discussion it was decided that Chris Herres be the Board Representative to attend these meetings.
- **Payroll Update** – This was discussed above in the Finance Report.

Administrators Report:

- Brenda stated that the hospital is sending communications out to families via student's backpacks. The first communication was regarding the Saturday clinic.
- Brenda reviewed the referral reports. The number one referral is to physical therapy. The second is orthopedic, third is GI and fourth is Neurology. Brenda is looking to see if we can partner with these specialties to see if patients can do their follow up visits via telehealth in the clinic

- A summary of the community meeting was included in the packet. Part of the bigger picture for the facility is to get additional funding.
- Additional key points are available in Brenda's report that was included in the packet.

Informational:

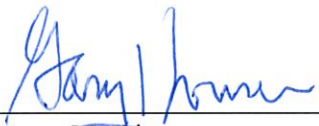
- **SBH 1520 Allocation Simulation** – included in packet.
- **GCHD Board Calendar** – included in packet.
- **Nursing Assimilation** – a copy of the nursing assimilation questions were included in the packet.
- **Greater Columbia Accountable Community of Health Newsletter** – included in packet.

Public Comment:

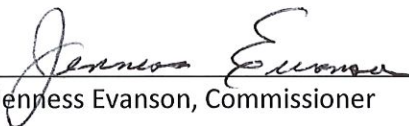
- Jonathan Harker thanked everyone for his 11 ½ years working at our facility. Jonathan stated that this contract expires at tomorrow at midnight. Jonathan stated that he would be available to the Board for an exit interview if requested. Matt Hanson asked if this was a formal resignation. Jonathan stated no. Jonathan stated that he has been working with Brenda to negotiate a contract with no success to answer his questions. Brenda stated that if Jonathan would like to discuss the questions on his contract that he could discuss them with the corporate attorney at 5:00 p.m. today.

Meeting was recessed for Executive Session at: 11:01 a.m. Executive session did not start until 11:15 a.m. the session lasted for approximately 30 minutes until 11:45 a.m.

Executive Session Ended at: 11:45 a.m.



 Matt Hanson, President



 Jenness Evanson, Commissioner



 Cindy Wolf, Secretary



 Chris Herres, Commissioner

 Ray Hoffman, Commissioner