

Garfield County Public Hospital District No. 1

Board of Commissioners

Minutes of Regular Meeting: Monday, October 1, 2018

Attending: Cindy Wolf, Chris Herres, Gary Houser, Jen Dixon, Steven Cannon

Staff Attending: Julie Leonard, Caroline Moore, and Chuck Pitcher

Public Attending: Jenness Evanson, Martha Lanman, and Elizabeth Webb

Meeting Called to Order at: 6:02 p.m.

Conflict of Interest Statement: None.

Consent Agenda:

- Board of Commissioner Minutes (09/10/18)
- Finance Committee Minutes (09/24/18)
- Medical Staff Minutes (09/21/18)
- QAPI and Infection Prevention Committee Minutes (09/28/18)
- AP Vouchers (09/04/18—09/25/18)

Motion was made to approve consent agenda as presented

Moved by Chris Herres and seconded by Steve Cannon

Motion approved & passed by vote

New Business

1. New Insurance Options

There has been a recent change in brokers and GCHD is no longer with Parker, Smith, and Feek. The new broker is USI Kibble and Prentice through the Washington County Insurance Fund (WCIF). In the previous insurance plan, options were very limited with only 1 plan to choose from. The hospital was using a HRA card and contributing \$1,000 for an employee and an additional \$1,000 for spouses or family members. The new base plan will be using a Health Savings Account (HSA) with the option to contribute. On this base plan, the hospital will be paying for 100% of the employees' portion and 50% of family cost. This plan will now offer a vision plan, long term disability at 40%, and will continue to offer Delta Dental and in-house visits. Besides the base plan, employees will be offered 3 different plans to choose from with deductibles ranging from \$5,000, \$3,000, and \$1,250 with a buy-up plan. With all these additional changes, GCHD will still gain a significant savings of \$4,205 a month. All of this will be discussed in an AllStaff Meeting during open enrollment in November and benefits will be explained in detail.

Old Business

1. Amendment to Previously Approved Minutes

An amendment to previously approved minutes from May 7, 2018 and June 4, 2018, will include the RCW 42.30.110 (g) for the performance of a public employee.

*Motion was made to amend a portion of the minutes that was previously approved
Moved by Chris Herres and seconded by Gary Houser
Motion approved & passed by vote*

Committee Reports

- Medical Staff Report – Jen Dixon

Athena has been initiated and workflows are still a work in progress. The new closing date for billing will be the 7th of every month. Pharmacy survey has been completed with minimal citations that were reviewed and a Plan of Corrections that was submitted. With the implementation of Athena, the nurse charting has reduced significantly. Dr. Park will review all critical care patient charts by mid-level providers and will continue to perform secondary reviews for all EKGs. He has requested psychiatric patients be seen by him before referring out because of wait time. It is his hope to hire a behavioral counselor in the near future. Quarterly Provider Peer Review will be in November and a Trauma Peer Review will begin this year. The clinic is still working through a workflow process to ensure labs crossover but overall the provider-patient encounter has improved with less documentation. Radiology is creating a schedule for all outpatient visits and is currently interviewing for another rad tech position.

- Finance Meeting – Steve Cannon

Finance Committee met last month but did not review financials due to the EHR conversion. All AP and Payroll was reviewed for the last 2 months. Of note, the receivables for August are the largest to date. At the next meeting the financials and the 2019 budget will be ready to review.

- Resident Council – Cindy Wolf

The residents had a great time at the Garfield County Fair. One of the entertainers for the fair, a ventriloquist/musician, has offered to entertain our residents. Planning for the Halloween Party on the 31st from 3:45 p.m. - 5:45 p.m. was discussed and a carnival theme was decided upon along with various activities such as carving pumpkins and games. HUGS offered to help with a donation needed for this event. The residents are looking forward to seeing the local children participate.

- HUGS Report – Jenness Evanson, President

Previously HUGS had prepared a basket to raffle at the fair but it was decided to put in the window of Umpqua Bank for 3 weeks and the hospital for 1 week before the drawing. HUGS have generously offered to donate candy for the Halloween Party this year as well as sponsor Jerry, The musical

ventriloquist, who will be entertaining the residents in the near future. His hourly rate is \$200-\$300. Jenness presented 1 bill to replenish the gift shop for \$61.50.

Motion was made to approve \$61.50 to replenish the gift shop

Moved by Steve Cannon and seconded by Jen Dixon

Motion approved & passed by vote

- Financial Report – Julie Leonard

A handout was given to each of the Board members for GCHD's most recent accomplishments financially. Since the beginning of the year, the average monthly revenue is \$777, 897. The 12-month rolling total income statement synopsis revealed a positive balance of \$912,780. A discussion of income, expenses, and contractual adjustments were reviewed in detail. The ED visits at the end of August were 473 compared to 273 last year; Swing Bed days are 4,007 year-to-date and it's estimated we will reach 6,000 before year-end. The clinic's visits have almost exceeded last year's total for August 2017. Our cash-on-hand is 216 days. HRG report was discussed; AR days increased 45-52; average daily expenses have reduced from \$20,000 to \$17,000; denials are down minimally but will change in the near future due to Athena. HRG will be phased out by June of 2019.

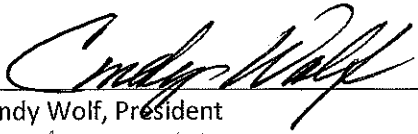
- CEO Report – Julie Leonard

Athena implementation is up and running. There are still a few things to be worked through. Pathology Regional Laboratory will write a program that will interface with Orchard which will then crossover to Athena. The clinic's time for follow-up visits have improved. Tristate responded to the Letter of Intent to explore the opportunity of an affiliation sent last month. Their Board sent an email stating they are very supportive and approved to start the process and see what develops from our efforts. CEO, Don Wee, will be meeting with Julie on Friday, October 5, to start planning the next steps. A discussion ensued how to proceed with future meetings between Tristate's Executive Board of Commissioners and GCHD's Board of Commissioners.


Public Comment:

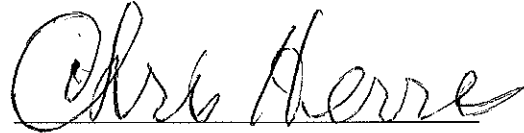
- Martha Lanman, Garfield County Public Health Administrator, spoke about the community health assessment that she is working on with Julie, Cindy and hospital staff. Martha is hoping to have this completed by the end of October and then work with the other local members of the Greater Columbia Accountable Community Health to include a true community health improvement plan creating changes in making our community healthier.
- Chuck Pitcher asked about 2 of our Board members meeting with 2 of Tristate's Executive Board members and how often those meetings would occur. The Board replied initially they would like to have all 5 GCHD Board members meet with all 5 of Tristate's executive Board members for a Special Board Meeting and from there begin to meet with 4 Board members total, two members at a time from each Board. It was suggested to hold an initial Special Board Meeting before the end of October.

Meeting adjourned at 7:12 p.m.


Cindy Wolf, President


Gary Houser, Commissioner


Steven Cannon, Commissioner


Chris Herres, Secretary


Jen Dixon, Commissioner