

# Three Rivers Hospital

## Board of Commissioners Regular Meeting

August 25, 2015

Minutes

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The Three Rivers Hospital Board of Commissioners called a regular meeting to order at 8:02 a.m. Tuesday, August 25, 2015 in the Hillcrest Commons Area, 415 Hospital Way, Brewster, WA 98812. The presiding officer was Vicki Orford, Chair.

A quorum was present, including:

Vicki Orford, Chair  
Jerry Tretwold, Vice Chair  
Tracy Shrable, Secretary  
Mike Pruett, Member (via phone)  
Cherri Thomas, Member (via phone)

Others present:

J. Scott Graham, Chief Executive Officer  
Jennifer Munson, Chief Financial Officer  
Melanie Neddo, Chief Operating Officer  
Anita Fisk, Director of Operations  
Nicky Markey, Director of Health Information, Quality & Risk  
Jennifer Marshall, Administrative Assistant  
Ty Witt, M.D.

### Mission, Vision & Values

Board members took turns reading the mission, vision, and values statements.

### Agenda

J. Tretwold motioned to approve the agenda as official, and T. Shrable seconded. Motion passed unanimously.

### Minutes from Previous Meeting

T. Shrable motioned to approve the July 28, 2015 regular board meeting minutes as presented. M. Pruett seconded. Motion passed unanimously.

### Consent Items

V. Orford noted the payroll, vouchers, bad debt, and charity care as listed on the agenda.

1. Payroll/Vouchers

- a. Payroll total: Gross: \$474,837.92      Net: \$323,186.91  
    7/19/15-8/1/15      Gross: \$244,059.22      Net: \$165,299.44  
    8/2/15-8/15/15      Gross: \$230,778.70      Net: \$157,887.47
- b. Vouchers total: \$903,839.21  
    8/6/15      76738-76815      \$572,520.13  
    8/20/15      76816-76853      \$331,319.08
- c. Bad Debt: \$76,980.52      Charity Care: \$39,062.65

V. Orford noted the medical staff application for Jill Jenkins, M.D., for renewed privileges. M. Pruett motioned to approve the consent items, and C. Thomas seconded. Motion passed unanimously.

### Community Health Report

None. Elana Mainer of Room One plans to attend next month's meeting.

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### Old Business

S. Graham noted that the request for qualifications (RFQ) from energy service companies was posted in the newspaper for two weeks, and there has been some interest. He met with a representative for Apollo Solutions yesterday. Administration will complete the RFQ process and bring information to the board. V. Orford asked if Apollo does the same thing as McKinstry. They are direct competitors.

### New Business

J. Tretwold asked for a report on the fires from the hospital's perspective. S. Graham stated it was smooth sailing compared to last year. We have smoke, but no fire or evacuations. We didn't get inundated with emergent cases, but reached out to Chelan, Tonasket, and Omak hospitals to offer help if needed. We took in some patients from hospice care and nursing homes. Some surgeries that couldn't be postponed were moved here. We were here for our neighbors, hoping for the best but prepared for the worst. J. Tretwold gave kudos to Gretchen Aguilar for working so hard to accommodate his patients.

### Finance Report

The controller position has been filled by Jennifer Bach. J. Munson thinks she will fit in well and is excited to have her here.

J. Munson reviewed the finance packet. See attached. Prosthetics costs are about \$20,000 over budget year to date. That means we're doing bigger surgeries, but the reimbursement isn't as good as with other supplies.

As of this morning, \$470,000 was unbilled. August revenue as of yesterday was \$1.31 million. It's a good possibility August will come in under budget. Warrants are \$1.557 million.

### Foundation Report

None. V. Orford spoke with Dan Webster, who said the attorney is still working on the logistics from the way the foundation used to be organized. S. Graham's understanding was that the state had to resolve the 501(c)3 designation for them, but he doesn't know if that's still the case. We may want to encourage the foundation to use its attorney to press the state.

### Physician Report

Dr. Witt discussed the transition to Coast to Coast. There were a couple of small hurdles, but everyone is communicating well and there haven't been any major problems that he's aware of.

### Administration Report

S. Graham explained patient satisfaction scores in July. HealthStream calls patients to conduct a survey within one week of their treatment here. Every patient gets an opportunity to respond.

C. Thomas asked about the one patient fall and medication errors. S. Graham said errors appear to be going up simply because they're being reported more. Once we have a true handle on all the errors taking place, we'll take steps to correct them. He's not as concerned about errors being up because that means people are reporting. The fall was a Mobile MRI employee who fell in the parking lot.

Three Rivers Hospital received an award from the state last week for our breastfeeding emphasis.

Because of the great work done by Dr. Wallace, Karen Hurley, Gretchen Aguilar, and other OB nurses and providers, we've seen more breastfeeding mothers. We were one of four in the state to receive gold status. C. Thomas would like to invite the press when presenting the award to staff.

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C. Thomas asked if problem list documentation might affect Meaningful Use funding. If the hospital doesn't hit all the goals, we don't receive the funding. The dates of the reporting period may be changed, so there's potential to still achieve compliance. The providers have been doing a good job, each reaching over 90% compliance.

### ICD-10 Preparation Update

N. Markey said her staff is still transitioning. They're working to make sure the physicians have easy access to the new codes.

V. Orford revisited the administration report to discuss metrics. The number of employees has decreased to about 90, so we're really lean compared to other hospitals. J. Tretwold asked for the average of the previous six months to have a comparison. He asked for clarification on the number of employees listed. S. Graham will follow up with A. Fisk.

V. Orford asked if any feedback has been forthcoming from Health Facilities Planning, which hosted focus groups in Brewster, Winthrop, and Bridgeport last week. They'll have a report by September 1.

### Education

T. Shrable will do it next month; he was unable to today due to the fires. C. Thomas will provide board education in October.

### Public Comment

M. Pruett asked about building and planning efforts. S. Graham reviewed the RFQ process.

J. Tretwold asked about alternative funding sources in case one or both levies don't pass. Foster Pepper verified that we can pledge tax revenue toward a loan, if necessary.

### Upcoming Meetings

V. Orford read the list of meetings as noted on the agenda. She would like a report from our Business Development Coordinator at the next board meeting.

### Adjournment

C. Thomas motioned to adjourn at 9:29 a.m. T. Shrable seconded. Motion passed unanimously.

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Vicki Orford, Chair

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Jerry Tretwold, Vice-Chair

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Tracy Shrable, Secretary

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Mike Pruett, Member

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Cherri Thomas, Member