

# Three Rivers Hospital

## Board of Commissioners Regular Meeting

December 15, 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, December 15, 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  
Tracy Shrable, Secretary  
Mike Pruett, Member  
Cherri Thomas, Member (via video conference)

Others present:

J. Scott Graham, Chief Executive Officer  
Melanie Neddo, Chief Operating Officer  
Jennifer Munson, Chief Financial Officer  
Gretchen Aguilar, Chief Nursing officer  
Anita Fisk, Director of Human Resources  
Jennifer Marshall, Administrative Assistant  
April VanScoy, CRNA  
Ty Witt, M.D.  
Greg Howard, Surgical Technologist

### Mission, Vision & Values

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

### Agenda

T. Shrable motioned and M. Pruett seconded to accept the agenda as official.

### Public Hearing

V. Orford opened the public hearing for the 2016 final budget at 8:04 a.m. There were no questions or comments. The public hearing closed at 8:04 a.m.

### Minutes

M. Pruett motioned to accept the minutes as presented for the October 27, November 10, and November 30 meetings. T. Shrable seconded. Motion passed unanimously.

### Consent Items

V. Orford noted payroll and vouchers as listed on the agenda, and read the bad debt and charity care figures for November and December, as well as the list of medical staff applicants.

1. Payroll/Vouchers
  - a. Payroll total:

10/11/15 – 10/24/15	Gross: \$934,326.02	Net: \$643,328.89
10/25/15 – 11/7/15	Gross: \$231,983.02	Net: \$163,863.10
11/8/15 – 11/21/15	Gross: \$230,696.25	Net: \$156,594.80
11/22/15 – 12/5/15	Gross: \$236,300.14	Net: \$161,866.55
	Gross: \$235,346.61	Net: \$161,004.44
  - b. Vouchers total: \$1,759,341.05

77347-77381	10/29/15	\$343,788.48
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73382-77426	11/5/15	\$152,310.47
77427-77484	11/12/15	\$375,632.58
77485-77522	11/19/15	\$75,449.36
77523-77575	11/24/15	\$366,350.12
77576-77605	12/3/15	\$81,850.36
77606-77646	12/10/15	\$363,959.68

2. Bad Debt: \$92,116.14    Charity Care: \$58,044.99

M. Pruett motioned to accept the consent items as presented. T. Shrable seconded. Motion passed unanimously.

### Old Business

Resolution 2015-10: M. Pruett motioned and T. Shrable seconded to approve the resolution as presented. Motion passed unanimously.

Board vacancy: V. Orford received a letter from Jerry Tretwold that he would not be resuming his place on the Board of Commissioners following his election in November. J. Marshall is drafting a notice seeking letters of interest for the open position. V. Orford would like to hold interviews with candidates at the January meeting. Set a deadline to accept letters a week before the next meeting.

### New Business

M. Pruett proposed keeping the current officer slate. T. Shrable nominated M. Pruett as vice chair. T. Shrable would remain as secretary, and V. Orford would remain as chair. M. Pruett motioned to accept the new slate as discussed. C. Thomas seconded. Motion passed unanimously.

Resolution 2015-11: A La-Z-Boy chair in one of the patient rooms broke, but before it can be thrown away it must be surplus. M. Pruett motioned to accept the resolution, and T. Shrable seconded. Motion passed unanimously.

2015 Audit / Cost Report Proposal: Dingus Zarecor Associates has submitted a proposal to do the annual audit and cost report. They are able to complete the audit within a week. They'll be on-site January 7-8. The amount is \$38,350. M. Pruett asked if the cost is similar to last year; yes. He motioned to accept the proposal, as the board has been happy with DZA's work. T. Shrable seconded. Motion passed unanimously.

### Finance Report

J. Munson reviewed the combined October and November finance packet. Both months saw an operational loss. However, there has been some growth from the same time last year with more inpatient days. Cash position at the end of November was \$1.4 million, and as of December 13 was \$1.533 million, which is good considering volumes and revenues have been down. Inpatient and outpatient revenue are both up over last year.

V. Orford asked about ER visits. Visits are down considerably, but J. Munson isn't sure if there are any other reasons besides seasonal variation, when harvest and tourism are over. She noted that despite the dip, visits are still higher than last year's volumes.

The hospital has also reduced about 56% of its workforce, with about 85 FTEs at the end of November.

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M. Pruett noted that the hospital likely has too few employees. C. Thomas asked if administration is advertising the Coast to Coast physicians; no, but that will be the primary focus of the new Executive

Marketing Committee that started meeting last week.

V. Orford had read in the newspaper that one of the levies passed, but the article was in error because the reporter didn't include Douglas County results. There will be a newer article coming out explaining that and the hospital's next steps. M. Pruett felt encouraged that the election results were so close.

Administration would like direction from the board on whether to run the levies again, in which election, and whether the levies should be run separately. The hospital wouldn't collect any revenue until 2017.

### Public Comment

None.

### Adjournment

T. Shrable motioned and C. Thomas seconded to adjourn the meeting at 8:59 a.m. Motion passed unanimously.

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Vicki Orford, Chair

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Tracy Shrable, Secretary

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Mike Pruett, Member

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Cherri Thomas, Member