

The Three Rivers Hospital Board of Commissioners called a regular meeting to order at 11:15 a.m. Wednesday, July 29, 2020. In order to comply with State Governor's mandates regarding social distancing, the meeting was held virtually via the Microsoft Teams platform. The presiding officer was Mike Pruett, Chair.

A quorum was present, including:

Mike Pruett, Chair
Cherri Thomas, Vice-Chair
Tracy Shrable, Secretary
Leslie McNamara, Member
David Garcia, Member

Others present:

J. Scott Graham, Chief Executive Officer
Melanie Neddo, Chief Operating Officer
Anita Fisk, Director of Human Resources
Jennifer Munson, Chief Financial Officer
Alan Ulrich, Consulting Chief Financial Officer
Gretchen Aguilar, Chief Nursing Officer
Christine Smith, Assistant Chief Nursing Officer
Shauna Field, Administrative Assistant
Jennifer Best, Public Relations
Chad Schmitt, Chief Information Officer
Randall Klein, Pharmacist
Nancy DeFord, Director of Quality
Jennifer Bach, Accounting Controller
Rosie Poole, Materials Manager
Dr. Ty Witt, Chief Medical Officer
Dr. Jill Jenkins
Shar Sheaffer, CPA with Dingus, Zarecor & Associates PLLC
Kathleen Lince, State Auditor's Office

Vision, Mission & Values

All took turns reading the vision, mission, and values statements.

Agenda

A 20-minute executive session was requested by S. Graham, to discuss the performance of a public employee under RCW 42.30.110(g), to be held after New Business.

A motion was made by L. McNamara to accept the amended agenda as official; seconded by C. Thomas. Motion carried.

Minutes from Previous Meeting

A motion was made by C. Thomas to approve the June 24, 2020 Regular Meeting minutes; seconded by L. McNamara. Motion carried. A motion was made by L. McNamara to approve the July 8, 2020 Special Strategic Planning Meeting minutes; seconded by C. Thomas. Motion carried.

Consent Items

M. Pruett noted the payroll and vouchers as listed on the agenda.

Payroll Total:	Gross: <u>\$558,170.37</u>	Net: <u>\$367,574.25</u>
<u>06/14/20-06/27/20</u>	Gross: <u>\$293,582.80</u>	Net: <u>\$185,607.88</u>
<u>06/28/20-7/11/20</u>	Gross: <u>\$264,587.57</u>	Net: <u>\$181,966.37</u>
Vouchers Total:		<u>\$1,170,426.49</u>
<u>06/25/20</u>	<u>090217-090274</u>	<u>\$145,121.82</u>
<u>07/02/20</u>	<u>090275-090318</u>	<u>\$365,892.01</u>
<u>07/09/20</u>	<u>090320-090355</u>	<u>\$196,362.17</u>
<u>07/16/20</u>	<u>090356-090401</u>	<u>\$463,050.49</u>
Bad Debt:		<u>\$46,858.89</u>
Financial Assistance:		<u>\$2,099.95</u>

M. Pruett noted the applicants for medical staff privileges.

A motion was made by C. Thomas to accept the consent items as presented; seconded by L. McNamara. Motion carried.

2019 Audited Financial Report

Shar Sheaffer presented the 2019 Audited Financial Report. A motion was made by C. Thomas to accept the audit report; seconded by L. McNamara. Motion carried.

Foundation Report

J. Best and M. Neddo presented the Foundation Report. The Foundation has been approached to help the hospital purchase new PAPR hoods. As a thank you to the staff, they bought and delivered pizza and provided drinks for the drive thru testing team

Physicians Report

Dr. Witt presented the Physician’s Report. Dr. White has started and is scheduled for his first orthopedic surgery tomorrow. The first month with the telenoctrurnist program went well. Our inpatient provider day coverage will be changing, and the schedule is being worked on. We’ve seen a surge of COVID19 positives in the ER and the patients are being successfully transferred to other facilities. We have been providing drive thru testing through our clinic and partnering with Confluence to offer community testing. The pharmacy has acquired 20 doses of remdesivir.

Administration Report

S. Graham and M. Neddo presented the Administration Report.

The community testing is labor intensive, and we do not have the staff and resources to continue the process long term on our own. On the first day, we performed 140 tests in three hours with a 50% positive rate. With the increased volume of testing around the state, turnaround time for results is 10 days. There have been issues regarding records reconciliation and where to access results with multiple facilities doing testing. We will continue our COVID19 screenings and drive thru testing through the clinic. We are open to continuing the community testing but will wait for guidance from Public Health.

We are working on a plan to recover financially and there has been some incremental improvement over the past few months. The surge in COVID19 cases has not increased our patient volume as 99% of the patients are transferred to a higher level of care or sent home. Patients are reluctant to come in for surgeries. Scott continues to work with Congress on financial relief, but there has been no progress on loan forgiveness. We have hired a physical therapist and continue to recruit for an occupational therapist for our swing bed program. Dr. White has quite a few patients in Brewster and we are hoping this will increase our surgery volumes.

IT Report

C. Schmitt presented the IT Report. They have been working with the clinic and marketing to implement the use of QSimple, a virtual waiting room application, to assist with patient check-in.

Finance Report

J. Munson presented the Finance Report. She revised the March, April and May financials in order to use our CARES funds to help with lost revenue. There was a \$545,000 operating loss in June, with a net gain of \$243,000. Revenue continues to be down. July's revenues are slightly higher due to the ER volume, at 1.4 million in gross revenue. Cash on hand at the end of June was 1.9 million dollars. We have 4 million dollars in the short-term investment fund. There is \$690,000 in our bond fund. We have received our billing number for the Rural Health Clinic designation, backdated to April 9th so they are working on submitting claims and she is working on submitting an interim cost report now. Current cash on hand is 1.2 million dollars. She has communicated to the County Treasurer the financial aid we've received. We've received a total of 7.8 million dollars in assistance so far. Cash flow projections have not changed and if revenue does not improve, we will run out of cash by February 2021.

A motion was made by C. Thomas to accept the finance report as presented; seconded by D. Garcia. Motion carried.

Break

A five-minute break was called at 12:50 p.m. The meeting reconvened at 12:55 p.m.

Old Business

Capital Improvements: There are no new projects. An air conditioning repair was needed in our negative pressure room which has been completed. We have contracted with a local company to assist with groundskeeping.

New Business

No new business.

Executive Session – 42.30.110(g)

An executive session was held from 1:00 p.m. to 1:20 p.m. with a 5-minute extension requested. The public meeting reconvened at 1:25 p.m.

Public Comment

L. McNamara requested a template letter for writing to Congress about the Medicare advanced payment forgiveness. Scott will forward the template.

S. Graham reminded the group about this year’s WSHA PAC contributions.

Upcoming Meetings & Events

C. Thomas noted the upcoming meetings and events listed on the agenda.

Adjournment

A motion was made by L. McNamara to adjourn the meeting at 1:32 p.m.; seconded by T. Shrable. Motion carried.

Mike Pruett, Board Chair

Cherri Thomas, Board Vice Chair

Tracy Shrable, Board Secretary

Leslie McNamara, Board Member

David Garcia, Board Member