

The Three Rivers Hospital Board of Commissioners called a regular meeting to order at 11:16 a.m. Wednesday, August 26, 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 Cherri Thomas, Vice Chair.

Board Members present:

Cherri Thomas, Vice-Chair
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
Alan Ulrich, Chief Financial Officer
Jennifer Munson, Director of Finance
Gretchen Aguilar, Chief Nursing Officer
Shauna Field, Administrative Assistant
Jennifer Best, Public Relations
Chad Schmitt, Chief Information Officer
Randall Klein, Pharmacist
Nancy DeFord, Director of Quality
Rosie Poole, Materials Manager
Dr. Ty Witt, Chief Medical Officer
Dr. Jill Jenkins
Jamie Boyer, Clinic Manager
Jeremy Vandelac, Ancillary Manager

Vision, Mission & Values

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

Agenda

C. Thomas requested the executive session time be extended from 20 minutes to 30 minutes.

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

Minutes from Previous Meeting

A motion was made by L. McNamara to approve the July 29, 2020 Regular Meeting minutes; seconded by D. Garcia. Motion carried.

Consent Items

C. Thomas noted the payroll and vouchers as listed on the agenda. L. McNamara recused herself from approving the invoice paid to Grover's Building Supply in the August 6, 2020 vouchers. Due to a lack of a quorum, invoice 090499 to Grover's Building Supply will be approved at the next meeting.

Payroll Total:	Gross: <u>\$518,859.27</u>	Net: <u>\$369,245.51</u>
<u>07/12/20-07/25/20</u>	Gross: <u>\$247,303.29</u>	Net: <u>\$175,840.44</u>
<u>07/26/20-8/8/20</u>	Gross: <u>\$271,555.98</u>	Net: <u>\$193,405.07</u>
Vouchers Total:		<u>\$1,189,216.34</u>
<u>07/23/20</u>	<u>090402-090444</u>	<u>\$167,946.70</u>
<u>07/30/20</u>	<u>090445-090479</u>	<u>\$385,555.42</u>
<u>08/06/20</u>	<u>090480-090538</u>	<u>\$145,723.76</u>
<u>08/13/20</u>	<u>090539-090592</u>	<u>\$489,990.46</u>
Bad Debt:		<u>\$50,470.03</u>
Financial Assistance:		<u>\$18,242.20</u>

C. Thomas noted the applicants for medical staff privileges.

A motion was made by L. McNamara to accept the amended consent items as presented; seconded by D. Garcia. Motion carried.

Foundation Report

S. Field presented the Foundation Report. The Foundation purchased new PAPR hoods for the hospital and continue to offer help in whatever way they can.

Physicians Report

Dr. Witt presented the Physicians Report. Dr. Ellingson will no longer be providing inpatient coverage as of October 1, 2020 and we are looking for providers to fill the gap. The Lake Chelan Clinic is closing which has created potential opportunities for future growth in our clinic and primary care providers. Dr. Westfall and Dr. Waszkewitz have been approached but have not applied for privileges yet. Efforts to increase general surgery volume and referrals continues. J. Best has put together PR packages for our surgery services to send to all local providers and Dr. Dhillon has been reaching out personally to introduce herself and answer questions.

Administration Report

S. Graham and M. Neddo presented the Administration Report. Progress is being made slowly our goals of growth (20 surgeries a month, 1.5 average daily census for swing bed and acute care). Dr. White and Greg Fisk have had good experiences with their orthopedic surgeries here. We continue to market surgery and address patient safety concerns. At MedStaff the central message to the providers was the importance of increasing our volume and since then we have seen a higher inpatient census. For our swing bed program, we've hired a physical therapist, with occupational therapy services soon to be in place, and formed a swing bed workgroup to address processes and barriers to referrals. They will be meeting every other week. J. Best will be putting together a marketing packet to send to case managers and referring hospitals. Scott met with Governor Inslee, who expressed his support of us and continued assistance. Administration will continue to advocate for financial assistance until our volumes improve.

Scott formerly thanked Gebbers for their donation of \$10,000. We will be donating oximeters to patients to help them monitor their oxygen levels at home and are currently developing education to include. Medicare is proposing a new payment model, similar to a global budget, that would focus on quality instead of patient volume. The Healthcare Authority is interested in us participating in the pilot program which will hopefully start in 2021 and be at full capacity by 2022. If the pilot is successful it could be opened up to other organizations; participation would be voluntary.

IT Report

C. Schmitt presented the IT Report. The workflow for the new virtual waiting room application, QSimple, has been completed. He has been working with the CPSI development team to integrate the program and allow it to send automatic appointment reminders. There has been good progress and he hopes to have a formal, easy process for the clinic within the next few weeks. We continue to be a target for cyberattacks, but we've seen a 70% spam reduction after deploying new security protocols.

Finance Report

A. Ulrich presented the Finance Report. In July, we had a net operating income of \$1,900 and a total net income of \$688,000. Our total patient revenue was 1.7 million dollars. J. Munson has prepared an interim cost report and anticipates there will be a \$900,000 receivable from Medicare, as well as a higher rate of reimbursement, due to our low patient volumes. We received 3.7 million in CARES funds and have used 3.2 million to help cover lost revenue. The Medicare advanced payment payback will begin in September. Our total cash on hand is 6.1 million dollars. In September's Finance and Board meetings, the board will review capital purchases of three pieces of equipment (the ultrasound and anesthesia machines approved at the June meeting). The Rural Health Clinic interim cost report will be submitted this week which will increase our reimbursement rate retroactively. We are not sure if the reimbursement claim for that will be affected by the Medicare recoupment. There was an increase under purchased services in July due to old invoices submitted by North Valley from 2019 for the shared surgery and dietary services. These bills will be submitted monthly going forward.

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

Break

A five-minute break was called at 12:31 p.m. The meeting reconvened at 12:36 p.m.

Old Business

Capital Improvements: The Building and Planning Committee met and identified three urgent projects to complete; repairing two AC units and the water backflow system, as well as ordering new HVAC pumps. The New Building Steering Committee is on hold for now but the need for a new building will be revisited at the end of the year. There were two nonurgent projects discussed which could help generate revenue; renovating our second operating room to accommodate Dr. White and creating space for outpatient physical therapy.

New Business

No new business.

Public Comment

No public comment.

Executive Session – 42.30.110(g)

An executive session was held from 12:48 p.m. to 1:18 p.m. No action taken.

Upcoming Meetings & Events

C. Thomas noted the upcoming meetings and events listed on the agenda. L. McNamara reminded the group about the upcoming WSHA webinars. The Finance Committee meeting will be held on September 23, 2020.

Adjournment

A motion was made by L. McNamara to adjourn the meeting at 1:20 p.m.; seconded by C. Thomas. Motion carried.

Absent

Mike Pruett, Board Chair

Cherri Thomas, Board Vice Chair

Absent

Tracy Shrable, Board Secretary

Leslie McNamara, Board Member

David Garcia, Board Member