

The Three Rivers Hospital Board of Commissioners called a regular meeting to order at 11:02 a.m. Wednesday, September 27, 2023. The meeting was held in the McKinley Building Conference Room at 507 Hospital Way, Brewster WA 98812 and virtually via the Microsoft Teams platform. The presiding officer was Mike Pruett, Board Chair.

A quorum was present, including:

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

Others present:

J. Scott Graham, Chief Executive Officer  
Anita Fisk, Human Resources Director  
Tina Smith, Chief Nursing Officer  
Jennifer Munson, Chief Financial Officer  
Shauna Field, Administrative Assistant  
Jeremy Vandelac, Ancillary Services Director  
Amy Thomas, Chief Information Officer  
Rosie Hartmann, Revenue Cycle Director  
German Meza, Quality Director  
Jennifer Best, PR/Marketing  
Mike Oberg, Informatics RN  
Jennifer Bach, Accounting Controller  
Jamie Boyer, Clinic Manager  
Rob Wylie, Facility and Maintenance Manager  
DJ Dinjian, Environmental Services Manager  
Rosie Poole, Materials and HIM Manager  
Mike Maltais, Quad City Herald  
Zach Allison, Radiology Supervisor  
Michele Graham, Quality Coordinator

### **Vision, Mission & Values**

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

### **Agenda**

A motion was made by C. Thomas to accept the agenda as official; seconded by T. Shrable. Motion carried.

### **Minutes from Previous Meeting**

A motion was made by L. McNamara to approve the August 30, 2023, Regular Meeting Minutes; seconded by D. Garcia. Motion carried.

**Public Comment**

Mike Maltais commented that we were doing a nice job with our new building presentations to the local city councils and school boards. Mike Pruett spoke briefly about the recent Rural Advocacy Day in Washington D.C and meeting with our district legislators.

**Consent Items**

M. Pruett noted the payroll and vouchers as listed on the agenda. There were no medical staff applications.

Payroll Total:	Gross: <u>\$ 605,625.31</u>	Net: <u>\$ 431,837.29</u>
<u>8/20/23 to 9/2/23</u>	Gross: <u>\$ 310,516.24</u>	Net: <u>\$ 220,272.49</u>
<u>9/3/23 to 9/16/23</u>	Gross: <u>\$ 295,109.07</u>	Net: <u>\$ 211,564.80</u>
Vouchers Total:		<u>\$ 1,476,439.94</u>
<u>8/31/2023</u>	<u>099215-099273</u>	<u>\$ 300,880.11</u>
<u>9/7/2023</u>	<u>099274-099299</u>	<u>\$ 392,127.11</u>
<u>9/14/2023</u>	<u>099300-099356</u>	<u>\$ 360,952.39</u>
<u>9/21/2023</u>	<u>099357-099402</u>	<u>\$ 422,480.33</u>
Bad Debt:		<u>\$ 30,785.75</u>
Financial Assistance		<u>\$ 26,030.63</u>

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

**Foundation Report**

The Foundation has let J. Best know they want to run a Vote Yes campaign for the new building. They approved the purchase of a Tono-pen for the ER.

**Administration Report**

S. Graham presented the Administration Report. He provided a debrief on the Rural Advocacy Days in Washington D.C. where he, M. Pruett, and L. McNamara met with the offices of our district legislators and attended legislative sessions. The primary focus was on the workforce and strengthening nurse and physician programs, as well as reducing the barriers for J1 Visa workers. Our community outreach with councils, chambers of commerce, and school boards have been well received. Our volumes have declined. We've performed 25 surgeries this month. We'll see 1.7 to 1.8M in revenue for September, which is lower than we'd hoped. Dr. Ebaugh's schedule will increase from two weeks to three in November. We've been tracking and analyzing our transferred surgeries and found we could have kept many of them if Dr. Ebaugh had been onsite at the time. C. Thomas asked about our ultrasound transfers; most of them are for deep vein thrombosis and gall bladder issues at night. We can run a report to analyze the exact trends. The McKinley door has been upgraded to a fire exit per the DOH

survey. The ER registration office project is on hold due to an issue with connecting the rolling shutter to our fire alarm system.

### **Finance Report**

J. Munson presented the August Finance Report. M. Pruett had a question about the finance packet and a 46k deduction listed on income statement; that line reflects miscellaneous payments and takebacks from an insurance company that need to be rebilled. She moved it to contractuals and identified it as a likely Medicare payment. There was a 366k loss for the month with an overall loss of 141k after including tax funds. The business office continues to work on processing old accounts receivable. The current clean claim rate is 98%, denials at 15%, and paid claims at 84%. Our denial rate will be higher as old claims are reprocessed.

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

### **Quality Report**

G. Meza presented the Quality Report. Our plan of corrections is complete. Approval from the Fire Marshal on the fire exit door is pending. We are working on a collaboration between Medici and Medication Review for our antimicrobial reporting.

A motion was made by L. McNamara to accept the Quality Report; seconded by C. Thomas. Motion carried.

### **Old Business**

**Capital Improvements Update** – There are no big projects planned while we wait for the results of the bond vote. The steering committee for the new building has been meeting every other week. The group reviewed a video rendering of the proposed new building. The commissioners asked what the priorities would be for the facility if the bond passes, as the new building would not be complete for 2-3 years; relocating the staff in McKinley and preserving a meeting space. We received feedback from a community member about moving the hospital to another location; approval to change our certificate of need would add years to the project, as well as additional costs to purchase land. We would also risk losing our critical access hospital status which requires us to be 35 miles away from other hospitals.

### **PR/Marketing Report**

J. Best discussed the content and format of the next community newsletter and asked for the Board's feedback. She would like to have it ready to send out by Friday. The Foundation will be working with Chelan Printing for 100 Vote Yes yard signs. The cost is \$950 for the signs and \$170 for the H sticks. The group discussed concerns with both the new hospital and the Methow's pool initiative having the same proposition number on the ballot.

### **Break**

A break was held between 12:03 p.m. – 12:23 p.m.

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**New Business**

**Resolution 2023-06: Surplus Equipment** – A motion was made by C. Thomas to approve the list of surplus equipment; seconded by D. Garcia. Motion carried.

**Floating Holiday Policy Change** – A. Fisk proposed updating our floating holiday policy to allow the use of the floating holiday after the 60-day probationary period, instead of one year after the hire date. A motion was made by L. McNamara to approve the policy change; seconded by T. Shrable. Motion carried.

**Strategic Plans and Discussion**

The group discussed the need to grow our primary care and preventative health services and the possibility of bringing on another family practice provider. There are concerns about whether we would have the volume to support another provider. We would like to grow our swing bed program but struggle with referrals. The group discussed dermatology and podiatry as potential service opportunities. A strategic planning meeting will be scheduled for after the election. We have updated our contract with ERx.

**Upcoming Meetings & Events**

M. Pruett noted the upcoming schedule of meetings and events and encouraged attendance at the community outreach events. If a quorum is attending, a public workshop notice can be submitted to the local papers.

**Adjournment**

A motion was made by C. Thomas to adjourn the meeting at 12:51 p.m.; seconded by T. Shrable. Motion carried.

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Mike Pruett, Board Chair

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Cherri Thomas, Board Vice Chair

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Leslie McNamara, Board Secretary

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Tracy Shrable, Board Member

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David Garcia, Board Member