

The Three Rivers Hospital Board of Commissioners called a regular meeting to order at 11:00 a.m. Tuesday, February 6, 2024. 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 Cherri Thomas, Board Vice Chair.

A quorum was present, including:

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

Others present:

J. Scott Graham, Chief Executive Officer  
Tina Smith, Chief Nursing Officer  
Anita Fisk, HR Director  
Jennifer Munson, Chief Financial Officer  
Shauna Field, Administrative Assistant  
Jeremy Vandelac, Ancillary Services Director  
Dr. Ty Witt, Chief Medical Officer  
Rosie Hartmann, Revenue Cycle Director  
German Meza, Quality Director  
Amy Thomas, Chief Information Officer  
Jennifer Best, PR/Marketing  
Jamie Boyer, COO/Clinic Manager  
DJ Dinjian, Environmental Services Manager  
Zach Allison, Radiology Supervisor  
Michele Graham, Quality Coordinator  
Mike Oberg, Informatics RN  
Rob Wylie, Facilities Manager  
Dan Webster, TRH Foundation President

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

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

### **Agenda**

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

### **Minutes from Previous Meeting**

A motion was made by L. McNamara to approve the December 28, 2023 Regular Meeting Minutes and the January 16, 2024 Special Meeting Minutes; seconded D. Garcia. Motion carried.

**Public Comment**

L. McNamara wished J. Boyer a happy birthday and acknowledged the spotlight employee of the month, Karen Hurley. C. Thomas attended a healthcare provider meeting at the Methow School District to discuss a partnership and collaboration with the high school to introduce students to the healthcare field through job shadowing and entry level jobs.

**Consent Items**

C. Thomas noted the MedStaff applications, payroll, and vouchers listed on the agenda. L. McNamara recused herself from approving the 1/4/24 vouchers due to an invoice from Grover’s Building Supply.

Payroll Total:	Gross: <u>\$ 995,506.87</u>	Net: <u>\$ 720,388.32</u>
<u>11/26/23 to 12/9/23</u>	Gross: <u>\$ 339,986.38</u>	Net: <u>\$ 245,539.80</u>
<u>12/10/23 to 12/23/23</u>	Gross: <u>\$ 324,196.24</u>	<u>\$ 239,864.86</u>
<u>12/24/23 to 01/06/24</u>	Gross: <u>\$ 331,324.25</u>	Net: <u>\$ 234,983.66</u>
Vouchers Total:		<u>\$ 1,880,218.75</u>
<u>12/21/2023</u>	<u>099930-099984</u>	<u>\$ 364,992.31</u>
<u>12/28/2023</u>	<u>099985-100018</u>	<u>\$ 434,640.59</u>
<u>1/4/2024*</u>	<u>100019-100083</u>	<u>\$ 300,446.13</u>
<u>1/8/2024</u>	<u>100086-100088</u>	<u>\$ 3,579.42</u>
<u>1/11/2024</u>	<u>100089-100155</u>	<u>\$ 463,270.73</u>
<u>1/18/2024</u>	<u>100156-100201</u>	<u>\$ 313,289.57</u>
Bad Debt		<u>\$ 65,096.95</u>
Financial Assistance		<u>\$ 25,246.30</u>

A motion was made by D. Garcia to accept the consent items as presented; seconded by T. Shrable. Motion carried.

**Foundation Report**

Dan Webster presented the Foundation Report. They are preparing their student scholarships for the year. They are willing to assist with the regional collaboration efforts.

**Administration Report**

S. Graham presented the Administration Report. Volumes have been lower due to the season. We did not reach 1.8M in revenue for January. 16 surgeries were performed. We are working to control costs with low census and delaying low priority purchases. Scott reached out to Dave Franklund after the strategic planning meeting to discuss alternative design options for the new building; more to come. Scott will be meeting with the CEOs of Mid Valley Hospital and North Valley Hospital to discuss regional collaboration but while we work together with our regional partners, our current building cannot wait,

and we will be moving forward with another new building bond. It doesn't best serve the community to expect other hospitals and Confluence to handle all the volume. Scott, J. Boyer, and L. McNamara attended the WSHA Advocacy Day in Olympia with state legislators which was a positive experience and an opportunity to voice concerns. Scott has been invited to attend a WSHA strategic planning session on May 10, as well as join their Safety and Quality Committee which is scheduled to meet on February 29<sup>th</sup> in Seattle.

### **Finance Report**

J. Munson presented the Finance Report. They are still processing year end financials, but revenues were stronger in December. The average daily census was 3.4 with 80 acute care days and 27 swing bed days. She completed the cost report model, and it is still showing we owe a payable of 240k which she has accrued and we are paying back. Net revenue was 1.2M with 1.8M in expenses. We received three invoices from the county for our portion of costs for the ballot initiative and commissioner elections. She has one pending inventory adjustment for central supply. Year to date there was an operating loss of 2.4M but an overall profit of 356k. The clean claim rate was 75% on import and 98% on first pass with 17% denied because they are cleaning up some old claims. AR days are at 103.

A motion was made by L. McNamara to accept the Finance report as presented; seconded by T. Shrable. Motion carried.

### **Quality Report**

G. Meza presented the Quality Report. He is ready to submit the quality metric reports and go live with the HB1272 expanded demographics by February 15<sup>th</sup>. The Quality Council met in January. We are seeing fewer falls, medication events, and hospital acquired infections and focusing on using the RLDatix safety and feedback system to report events. We consistently receive high satisfaction scores from patients for our ER and C. Thomas would like to see that information conveyed to the community. The group discussed our survey scores and short ER wait times and how to use that in our advertising. With the new DASH Premium software, we can review and compare data and demographics from other facilities.

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

### **Old Business**

**Capital Improvements Update** – We may have found a solution to the fire panel issue with the ER registration office space. Mandi Huffstetler will be joining family practice in the clinic in April and will need office and exam room space. We are holding off on major projects considering the new building but are currently completing some small room remodels. We are working on updating and improving our internal wayfinding signage.

### **Physician's Report**

Dr. Witt presented the Physician's Report. The December MedStaff meeting was well attended, and they elected their officers for the new year. The committees stayed mostly the same. Peer review is being conducted at every meeting. The group discussed provider feedback on CPSI; there are not many issues for the ER and specialty providers, but the EMR isn't the best for primary care. L. McNamara suggested drafting a letter to legislators regarding the need for funds for a new system. Dr. Witt discussed the

possibility of growing our pharmacy services with the 340b program, but the local pharmacy is not willing to contract with us to provide the service due to the administrative burden.

**Break**

A break was held between 12:10 p.m. – 12:30 p.m.

**New Business****2023 Audit and Cost Report**

The costs are 29k for the audit, 12k for preparation of the cost report, and \$5,750 for the Department of Health year-end report. A motion was made by L. McNamara to approve the audit costs; seconded by D. Garcia. Motion carried.

**Resolution 2024-01: Surplus Equipment**

A motion was made by T. Shrable to approve the surplus equipment; seconded by L. McNamara. Motion carried.

**Office of Financial Management (OFM) Rate Change**

The rate of compensation for commissioners increases every five years. The new daily rate effective January 1<sup>st</sup> is \$161. Commissioners who wish to waive this rate can submit their request in writing to HR. A motion was made by L. McNamara to accept the new rate; seconded by T. Shrable. Motion carried.

**Strategic Plans and Discussion**

Plans are on hold for now until we have more information and some alternative design options. Our legal team provided some guidance on rebranding and advised us that our DBA for the Three Rivers name was not on file. The group discussed how to proceed with a name change. Jennifer Best will put together some options for the Board to consider. Scott was approached by a local provider who is losing a tenant in their building to inquire if we might be interested in renting space. Administration will tour the building and make a recommendation.

**Upcoming Meetings & Events**

C. Thomas noted the upcoming schedule of meetings and events. D. Garcia and C. Thomas will attend the HIT Committee meetings.

**Adjournment**

A motion was made by L. McNamara to adjourn the meeting at 12:54 p.m.; seconded by D. Garcia. Motion carried.

**ABSENT**

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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