

The Three Rivers Hospital Board of Commissioners called a regular meeting to order at 11:05 a.m. Wednesday, October 30, 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 Mike Pruett, Board Chair.

A quorum was present, including:

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

Others present:

Onsite

J. Scott Graham, Chief Executive Officer  
Jamie Boyer, Chief Operating Officer  
Anita Fisk, HR Director  
Jennifer Munson, Chief Financial Officer  
Tina Smith, Chief Nursing Officer  
Shauna Field, Administrative Assistant  
Dr. Ty Witt, Chief Medical Officer  
German Meza, Quality Director  
Dan Webster, TRH Foundation President

Via Teams

Jeremy Vandelac, Ancillary Services Director  
Amy Thomas, Chief Information Officer  
Mike Oberg, Informatics RN  
Rosie Poole, CS and HIM Manager  
Jennifer Bach, Controller  
Jennifer Best, PR and Marketing  
DJ Dinjian, Environmental Services  
Rosie Hartmann, Revenue Cycle Director

**Vision, Mission & Values**

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

**Agenda**

A review of the dates for the November and December Board meetings was added to new business. A motion was made by C. Thomas to accept the amended agenda as official; seconded by L. McNamara. Motion carried.

**Minutes from Previous Meeting**

A motion was made by C. Thomas to approve the September 25, 2024 Regular Board Meeting Minutes; seconded by T. Shrable. Motion carried.

**Public Comment**

None.

**Consent Items**

M. Pruett noted the payroll, bad debt, charity care, and vouchers listed on the agenda. There were no Medical Staff applications.

Payroll Total:	Gross: <u>\$ 636,452.74</u>	Net: <u>\$ 453,384.47</u>
<u>9/15/24 to 9/28/24</u>	Gross: <u>\$ 316,468.47</u>	Net: <u>\$ 222,945.42</u>
<u>9/29/24 to 10/12/24</u>	Gross: <u>\$ 319,984.27</u>	Net: <u>\$ 230,439.05</u>
 Vouchers Total:		<u>\$ 1,528,930.80</u>
<u>9/26/2024</u>	<u>102135-102207</u>	<u>\$ 375,284.47</u>
<u>10/3/2024</u>	<u>102208-102276</u>	<u>\$ 409,295.31</u>
<u>10/10/2024</u>	<u>102277-102328</u>	<u>\$ 262,359.92</u>
<u>10/17/2024</u>	<u>102329-102356</u>	<u>\$ 479,491.10</u>
<u>10/18/2024</u>	<u>102357-102357</u>	<u>\$ 2,500.00</u>
 Bad Debt		<u>\$ 95,062.20</u>
Financial Assistance		<u>\$ 72,339.36</u>

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

**Foundation Report**

Dan Webster presented the Foundation Report. They have submitted newspaper and radio ads for the 2025 M&O levy. They will be meeting with Roots and Wings in mid-November to discuss the focus of future grants. Their organization focuses on prenatal to 3 years old and without an OB program, our options are more limited. The Board suggested Dan meet with J. Boyer and Beronica, the clinic manager, to discuss ideas. The group discussed the recent local newspaper coverage and support for the hospital.

**Administration Report**

S. Graham presented the Administration Report. Dr. Corsa has had a good start to his new position as ERx site director. For October we are on target or better in most areas for patient volume and revenue. Virginia Mason was onsite to evaluate us for their training program and they were very complimentary. We foresee the partnership going well. 12 of our leadership staff will be traveling to Seattle next week for an introductory summit to observe and learn the program concepts and philosophy.

WSHA Updates – Scott attended the October CEO retreat and had a good experience. The speakers and activities were focused on rural healthcare and the impact of AI. He also attended the WSHA Safety and Quality Committee meeting. WSHA is focusing on more engagement with legislators. Scott attended

sessions with Attorney General candidate Nick Brown and Insurance Commissioner candidate Patty Kuderer. Scott appreciates the benefits of our WSHA membership and encouraged donations to their PAC

We held an all-staff meeting where we went over the new plain language emergency call codes. Jeff Pfeifer will be submitting our Level 4 Trauma Designation application to S. Graham and M. Pruet next week for signature. M. Pruet asked if there were any updates from AWPMD and their offer to provide consulting for our marketing director; pending further information. A. Fisk asked if the Board would like to continue with the employee spotlight in the monthly board report; yes, L. McNamara enjoys reading it and learning about our employees. C. Thomas would like to have department managers come occasionally to talk about their departments.

### **Finance Report**

J. Munson presented the September Finance Report. There was a little over 2M in revenue. There have been record numbers for radiology, MRI, and the ER, the highest seen since 2009. There were 44 acute care days, 17 swing bed days, and 17 surgeries. We will see 27 surgeries after today for October. There was 688k in the general fund and 3M in investments. If things stay the same, her cash projections predict we will not need to use our reserve funds until August 2025. There were 14 days cash on hand, 102 FTEs, 49% of revenue went to salaries, contractals were at 30%, AR days were 113. 55 of the AR days are private pay accounts. There was 2.1M total patient revenue and 1.4M net revenue. The 100k payable hasn't changed. There was 1.5M in total expenses. The 50k rebate from Asuris offset our benefits costs. We had a 102k operating loss, but a 153k profit for the month. C. Thomas asked what will happen if the M&O levy does not pass this year; we receive 1.5M from the levy to run our emergency room. If the levy does not pass, we will be unable to cover the 1.5M in expenses. The group discussed their concerns about voters mistaking the yearly M&O levy with the new building bond proposal which is not on the ballot and the impact of the Methow Valley opposition group's influence. There has been strong support for the levy in the past.

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

### **Quality Report**

G. Meza presented the Quality Report.

- **Medication Events** – There were 0 events in September, with 2 total for the quarter, and no harm to the patients. The scan rate was 91.5%. 2,554 medications were administered, 152 were not scanned, 65 only the armband was scanned. He is looking into any correlation between missed scans and events. Sometimes system issues do interfere with scanning; Tina has put in a ticket to address those issues. German is pulling a report of missed scans to identify any trends. There were two nurses in the ER who had low rates; they were spoken to and both have shown improvement.
- **Falls** – There were 0 falls in September, with 2 for the quarter. One of those falls was classified as an adverse event and a root cause analysis was completed. It was determined that the fall assessment protocol did not completely capture all the patient's symptoms. Policies will be updated to automatically flag all patients with lower extremity surgeries as high fall risk going forward.

- **Stroke** – There were 0 cases in September with 10 for the quarter. We are hitting state median times as required.
- **Trauma** – There was 1 case in September with 4 in the quarter. The trauma activation chart review rate was 75%. Lack of documentation continues to be a common denominator impacting the rate.
- **Chest Pain** – There were 9 cases in September with 30 in the quarter. All received an EKG, 16 were sent home, 3 were admitted, 11 were transferred.
- **Surgical Case Transfers** – There were 3 transfers in September, with 20 in the quarter. The most common diagnosis involved appendicitis, closed fractures, and trauma during times when Dr. Ebaugh is not available, or the case is too complex.

#### Patient Satisfaction

- ER – Satisfaction rates in quarter three were 91% based on 66 surveys.
- Inpatient – Satisfaction rates were 80% based on 6 surveys.
- Clinic – Satisfaction rates were 95% based on 43 surveys.

**Antimicrobial Stewardship** – The program is up and running; we have submitted reports through August and they have been approved.

**HB 1272 Expanded Demographics** – German has submitted a ticket to CPSI to address the issues with reporting. Their solution is in the testing phase and will hopefully be included in the new update scheduled for December 2 so we can start gathering the data needed.

**Security Team** – Staff have been identified to attend the de-escalation training scheduled for December 10-12.

**HIPAA** – There have been changes to HIPAA regarding reproductive health which requires some policy and form updates and adds the position of a Section 1557 Coordinator. As this position handles complaints about reproductive health, and German is currently performing this role, he will take on this position.

**CMS Survey Preparation** – He has been working with maintenance and dietary to check fire extinguisher dates, eye wash stations, and food outdates. He has completed an audit of the supplies in the crash carts. He will focus on checking preventative maintenance is up to date next. He is utilizing a list of items identified during surveys at other facilities as a guide.

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

#### **Physician's Report**

Dr. Witt presented the Physicians Report. The clinic and ER have been improvements with volume. He and M. Pruettt attended a decontamination trailer training course in Quincy. After, Dr. Witt worked with the maintenance department to set up our decontamination trailer; the supplies were in good condition and they are now familiar with how to set it up. The process took 33 minutes without water. They will be exploring setting up a permanent station. Dr. Witt will also be meeting with Gebbers to discuss their decontamination and exposure processes.

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**Break**

A break was held between 12:18 p.m. – 12:38 p.m.

**Old Business**

**Capital Improvements Update** – The broken McKinley stairs have been removed.

**New Business**

**CEO Salary** – A change to S. Graham’s salary was discussed during a previous meeting’s executive session with action needed. A motion was made by L. McNamara to approve the salary as it was discussed during the previous executive session; seconded by C. Thomas. Motion carried.

**Resolution 2024-05, 2025 Insurance Benefits, Dental and Vision Plans** – A. Fisk presented the options for employee benefits in 2025. PEBB had the lowest costs, and she recommends continuing with them in the new year. There are two proposals which will depend on whether the M&O levy passes; one with voluntary dental and vision plans and one with employer paid dental and vision. A motion was made by L. McNamara to accept the insurance recommendation and the dental and vision proposals; seconded by T. Shrable. Motion carried.

**Lab Analyzer Purchase** – The contract for the lab’s blood gas analyzer ends in December. Jeremy presented his recommendation to purchase the Siemens EPOC machine for \$5,775. A motion was made by C. Thomas to approve the purchase; seconded by L. McNamara. Motion carried.

**2024 Union Negotiations** – The group reviewed the new union contract proposal. The contract will be ratified on November 5. A motion was made by C. Thomas to approve the negotiated contract; seconded by L. Mcnamara. Motion carried.

**November and December Meeting Dates** – The regular meeting dates for November and December fall on or near the holidays for those months. The board agreed to move the November meeting to Tuesday, November 26 and to cancel the December meeting. A motion was made by C. Thomas to approve the adjusted meeting schedule; seconded by T. Shrable. Motion carried.

**Strategic Plans and Discussion**

Deferred to the special meeting scheduled for November 12.

**Upcoming Meetings & Events**

M. Pruett noted the upcoming schedule of meetings and events.

**Adjournment**

A motion was made by C. Thomas to adjourn the meeting at 1:13 p.m.; seconded by L. McNamara.  
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