

The Three Rivers Hospital Board of Commissioners called a regular meeting to order at 11:04 a.m. Tuesday, May 27, 2025. 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

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
Dr. Ty Witt, Chief Medical Officer
Shauna Field, Administrative Assistant
German Meza, Quality Director
Dan Webster, Foundation President
Mike Oberg, Informatics RN

Via Teams

Jeremy Vandelac, Ancillary Services Director
Rosie Poole, HIM and CS Manager
Zac Allison, Radiology Supervisor
Rob Wylie, Maintenance Manager
Jennifer Best, PR & Marketing
Amy Thomas, Chief Information Officer
Rosie Hartmann, Revenue Cycle Director
Daniel Dinjian, Environmental Services Manager
Jennifer Bach, Accounting Controller
Dave Franklund, Theorum Architecture

Vision, Mission & Values

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

Agenda

A cost estimate presentation by Dave Franklund for the new building renovations was added after public comment. The Quality report was moved to after the Physician's Report. A 10-minute executive session was added to the end of the agenda. No action will be taken. A correction to the CEO contract was added to 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 April 29, 2025 Regular Board Meeting Minutes; seconded by T. Shrable. Motion carried.

Public Comment

L. McNamara recognized this month’s employee spotlight, Sara Tupling, ER Registration. She also thanked the staff for their help with her medical issue during the staff BBQ.

Renovation Proposal Cost Estimates

Dave Franklund presented the cost estimates and floor plans for the new renovation project, as well as the costs for items such as roof replacement, administrative office relocation, and clinic remodeling. The estimated base cost would be 41M, 45M total with the additional items. We can explore grant funds to help with equipment purchases. The Board felt comfortable going to the voters with this cost estimate, especially since construction costs will be hard to predict and likely to increase in the future. If approved, the bonds would only be issued for actual costs and with language to account for cost fluctuations.

Consent Items

M. Pruett noted the Medical Staff applications, payroll, bad debt, charity care, and vouchers listed on the agenda.

Payroll Total:	Gross: <u>\$ 720,385.47</u>	Net: <u>\$ 505,861.96</u>
<u>4/13/25 - 4/26/25</u>	Gross: <u>\$ 363,795.97</u>	Net: <u>\$ 254,401.72</u>
<u>4/27/25 - 5/10/25</u>	Gross: <u>\$ 356,589.50</u>	Net: <u>\$ 251,460.24</u>
Vouchers Total:		<u>\$ 1,656,916.76</u>
<u>4/25/2025</u>	<u>103742-103742</u>	<u>\$ 1,386.43</u>
<u>5/1/2025</u>	<u>103743-103761</u>	<u>\$ 459,809.01</u>
<u>5/8/2025</u>	<u>103762-103860</u>	<u>\$ 379,246.91</u>
<u>5/15/2025</u>	<u>103861-103918</u>	<u>\$ 606,499.18</u>
<u>5/22/2025</u>	<u>103919-103975</u>	<u>\$ 209,975.23</u>
Bad Debt		<u>\$106,585.14</u>
Financial Assistance		<u>\$64,423.91</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. During Nurse’s Week, the Foundation bought a pizza dinner. They met and reviewed 5 scholarship applications, which were approved at \$1,500 each. 3 went to Liberty Bell students, 1 to Mansfield, and 1 to Brewster. Suggest submitting a letter to the editor or an ad announcing the winners in the newspaper; Jennifer Best will draft one.

Physician's Report

Deferred to next month so the MedStaff meeting can be discussed.

Quality Report

There were no falls with injury in April. There was one fall in the clinic due to a maintenance issue with a chair, but there was no harm to the patient. R. Wylie, the maintenance manager, has been invited to the Quality Council meetings to assist with facilities-related issues. The Quality Department has introduced their Bridge to Excellence work to improve patient safety reporting and the use of RLDatix. They are developing training materials to educate staff on how to report events and they will oversee the follow-up and investigation process to ensure the feedback loop is closed after resolution. Once an event is closed, a final letter will be drafted summarizing the event. There was a medication event involving a temperature fluctuation in the clinic vaccine refrigerator and a root cause analysis will be completed. For patient satisfaction ratings, we saw improvement from March to April, with a 2% increase in the ER, 15% for inpatient and 3% in the clinic. For inpatient, our rate of survey returns is often low, which can skew the overall average; for this time period we only received 3 surveys. During Hospital Week, he hosted a painting session and contest for the staff and received positive feedback from those who participated.

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

Administration Report

S. Graham presented the Administration Report. Jennifer Best has been working with the AWPHD on the messaging for our different initiatives. The new building renovation marketing is on hold until a decision is made on whether we will submit the proposal for the November election. She is moving forward with educational materials for our annual M&O levy renewal. The M&O levy will be included on the August 5th ballot. If we decide to go forward with the renovation project in November, the resolution will need to be approved at the July Board meeting. The group discussed the costs as presented and whether we should proceed this year with the proposal. Although the estimate is more than the 25M – 35M we were originally hoping for, the Board feels the community will appreciate our efforts to lower costs. L. McNamara commented that the only way to know how the voters feel is to put the proposal on the ballot. The group agreed that costs will only continue to increase the longer we wait. We have received encouraging feedback from our outreach at the local Farmer's Markets to pursue the facility improvements. There are concerns about Medicaid cuts and how that will impact rural hospitals. C. Thomas wants us to pursue grant funding for equipment and energy costs. The Board approved running the renovation bond in November at 45M. C. Thomas would like to see an announcement in the newspapers as soon as possible.

S. Graham provided a debrief on our Hospital Week and complimented the Dietary staff on utilizing their Virginia Mason training to streamline the staff BBQ and breakfast events. Our work with Virginia Mason continues and we are seeing positive changes as a result.

He met with the other hospital CEOs and the facilitator arranged by Thriving Together about the future of healthcare in the region. Scott would like to ensure all parties are on the same page before engaging with the Methow citizen group. If the meetings start to go in a direction opposing the hospital's best interests and vision, he will suggest pulling out of the process.

The group discussed concerns about the significant Medicaid cuts being proposed on a federal level. We have not paid into the SNAP program yet due to the uncertainty. On the state level, the program is likely

to be approved, but it depends on the matching federal funds. We will continue to advocate for the hospital with our legislators.

Our new Intermedia phone system is being installed today and is a budget neutral solution.

Finance Report

J. Munson presented the April Finance Report. We saw low volumes and an operating loss. Swing bed days were 35. Lab and radiology were steady and consistent. Total patient revenue was 1.9M with 1.1M in net revenue. The lack of SNAP funds, and our bad debt and charity care amounts impacted our contractuals. Our expenses were 1.7M. There was a 610k operating loss with a 301k overall loss. If we do not see improvement, her cash flow projections show we will need to start using our reserve funds as soon as July. The number of surgeries in May will be higher. The asset portion of the balance sheet is low at 1.8M, which means we need to invest in capital purchases. The top five priorities have been identified, and she is working on a proposal for group financing. We do not have the cash flow, but not investing hurts us. We have the debt capacity. She is working with Jeff Fivecoat to provide debt and financial information for the 45M bond proposal. She has submitted the application for the 2025 distressed hospital grant; she is asking for 3M.

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

Break

A break was held between 12:30 p.m. – 12:40 p.m.

New Business

Roots and Wings Grant

The Foundation is optimistic they will get another grant from Roots and Wings. They are working on the application now.

Resolution 2025-05: Surplus Equipment

A motion was made by C. Thomas to approve the surplus equipment items; seconded by T. Shrable. Motion carried.

CEO Contract Correction

There was a clerical error regarding the accrued leave in S. Graham's contract. The hospital attorney reviewed and provided a correction. A motion was made by L. McNamara to approve the corrected contract; seconded by C. Thomas. Motion carried.

Strategic Plans and Discussion

None.

Upcoming Meetings & Events

M. Pruettt noted the upcoming schedule of meetings and events. The Methow Arts Alliance is hosting an open house for the new art installation on May 30. The Bridgeport Daze parade is on June 7. The MedStaff Meeting is scheduled for June 18.

Executive Session – RCW 42.30.110(g)

A ten-minute executive session was held between 12:45 p.m. – 12:55 p.m. No action was taken.

Adjournment

A motion was made by C. Thomas to adjourn the meeting at 12:57 p.m.; seconded by T. Shrable. Motion carried.

Mike Pruett, Board Chair

Cherri Thomas, Board Vice Chair

Leslie McNamara, Board Secretary

Tracy Shrable, Board Member

David Garcia, Board Member