



Ferry County Health

BOARD OF COMMISSIONERS' MEETING

August 22, 2023 @ 10:30AM CURLEW CIVIC HALL

<https://us06web.zoom.us/j/89584329356?pwd=Y0dZT1VldmNkV2JMZ09MRVROalZvQT09>

Meeting ID: 895 8432 9356

Passcode: 260559

One tap mobile

+12532158782, 89584329356# US (Tacoma)

Mission Statement:

“To strengthen the health and well-being of our community through partnership and trust.”

AGENDA

Page(s)

Call to Order Nancy Giddings

Quorum Established Nancy Giddings

Review, Amend, Accept Agenda Nancy Giddings

Introduction of Board, District Employees and Guests Nancy Giddings

Items listed under the consent agenda are considered routine board matters and will be approved by a single motion of the Board without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda.

Approval of Consent Agenda ACTION Nancy Giddings

- Minutes 7.25.23 Special Board Meeting
- Minutes 7.25.23 Board Meeting
- Minutes 8.11.23 Special Board Meeting
- Approval of Warrants
- Financial Write-Off Report

Correspondence Nancy Giddings

Public Comments Nancy Giddings

EHR Report Karen Quinnell

Environment of Care/ Safety Update Adam Volluz

Compliance Report Spencer Hargett

Department Spotlight – September

CNO Report/ Quality Improvement Mike Martinoli 8-13

COO Report Debbie DeCorde 14-20

Medical Staff Report	Richard Garcia, MD	21
CEO/CFO Report	Jennifer Reed	22-30
Old Business	Nancy Giddings	
<ul style="list-style-type: none"> • Board QI Project • Health Foundation • Republic Drug Store - Reader board • New Hire Orientation Schedule <ul style="list-style-type: none"> ○ 9/12 – ○ 9/27 – 		
Board Representative Reports		
<ul style="list-style-type: none"> • Finance • Quality Improvement • Compliance/Risk Management • Medical Staff • Credentialing 	Ron Bacon/Sarah Krausse DiAnne Lundgren Ron Bacon/Sarah Krausse Nancy Giddings/DiAnne Lundgren DiAnne Lundgren/Nancy Giddings	
Request for Reappointment of Active Medical Staff Privileges for:		
<ul style="list-style-type: none"> • Matthew Short, MD • Patty Short, MD 		
Request for Reappointment by Proxy of Courtesy Medical Staff Privileges, for the following Integra Provider(s):		
<ul style="list-style-type: none"> • Mark Alder, MD • Stephanie Simonson, MD • James Eaton, MD • Patrick Cox, MD 		
EMS	Nancy Giddings	
New Business		
<ul style="list-style-type: none"> • Facility Update/Master Plan 	Nancy Giddings	
Executive Session- if applicable		
Performance of a public employee - <i>Pursuant to RCW §42.30.110(1)(g)</i>	Nancy Giddings	
Open Session -Action, if applicable regarding executive session	Nancy Giddings	
Adjournment	Nancy Giddings	

Board meetings are usually the fourth Tuesday of each month at 10:30 a.m. unless otherwise posted. The Public is encouraged to attend; Handicap access is available.

Next regularly scheduled meeting is September 26, 2023 @ 09:00 am in the HUB Conference Room



**BOARD OF COMMISSIONERS' MEETING
July 25, 2023**

CALL TO ORDER: Board Chair Nancy Giddings called the meeting of the Board of Commissioners to order at 10:30 am, on July 25, 2023 in the HUB Conference Room and via zoom.

Commissioners in attendance were Nancy Giddings, Sarah Krausse and DiAnne Lundgren, Ron Bacon (zoom) and Jody Jannot. Jennifer Reed, CEO/CFO; Debbie DeCorde, COO; Mike Martinoli, CNO; Spencer Hargett, Compliance (zoom); Amber Gangon, Executive Coordinator; Adam Volluz, Facilities Manager; Karen Quinnell, Informaticist; and James Davidson, IT Manager (zoom) were also present.

GUESTS: Mark Louvier and Nancy Churchill

QUORUM ESTABLISHED: A quorum was present.

REVIEW, AMEND, ACCEPT AGENDA: A motion was made by Jannot and seconded by Krausse to accept the agenda as written. The motion passed unanimously.

INTRODUCTION OF THE BOARD AND GUESTS: No introductions made.

APPROVAL OF CONSENT AGENDA: A motion was made by Jannot and seconded by Krausse to accept the consent agenda. The motion passed unanimously.

CORRESPONDENCE: Giddings read community correspondence.

PUBLIC COMMENTS: Jannot read her Board of Commissioners letter of resignation.

EHR REPORT: Quinnell gave her report

ENVIROMENT OF CARE/ SAFETY UPDATE: Volluz gave his report.

COMPLIANCE REPORT: Hargett gave his report.

DEPARTMENT SPOTLIGHT: James Davidson, IT Manager, gave a department spotlight report. The Board selected Republic Medical Clinic for next month's department spotlight and the Republic Drug Store for September's department spotlight.

CNO REPORT: Martinoli gave his CNO Report.

Giddings called for a break in session at 11:37 am. Open session resumed at 11:55 am.

COO: DeCorde gave her COO report.

MEDICAL STAFF REPORT: Dr. Garcia gave his report via PowerPoint slide.

CEO & CFO REPORT: Reed gave her CEO/CFO report.

FINANCIAL REPORT: Reed gave her financial report.

OLD BUSINESS:

- **Board QI Project:** Nothing to report.
- **Health Foundation:** Will prepare MOU next month.
- **Strategic Planning:** Reed gave the strategic plan update.
- **Orientation Schedule:**

Board Report

August 22, 2023



CNO Report

Mike Martinoli

August 22, 2023



CNO

➤ **Coming-up**—community engagement

- **Overdose Awareness Day: 08/31**
- **Breast Cancer Awareness Month**
 - ❖ Updates about effort to secure mammography services in Ferry County.



CNO

➤ Follow-up

- **PHAB**—collaboration with NETCHD to distribute air filters to community members
 - ❖ All 12 air filters have been distributed to oxygen dependent Residents.
- **RN**—updates about night nurse onboarding and orientation.
- **NAC Class**— 5 candidates have been interviewed and will participate in the next class
- **Republic School Wellness Day**



CNO

➤ Need to Know

- Meditech workflow concerns and current collaboration with Revenue, Informatics, HIM teams.
- Welcome to Darra RN, Resident Care Coordinator!
 - ❖ Onboarding update
 - ❖ Re-assignment of direct supervisors to staff—promoting a culture of ownership within each unit.



CNO

➤ Nursing Volume Data:

- July 2023

• Roundtable & Questions

➤ Early August: one SSB patient transitioned to room and board NSS.

➤ Availability remains for one male NSS admission.

FINANCE DASHBOARD Ferry County Public Hospital District #1 July 31, 2023

Stats	Current Month			
	Current Total	Target	Variance	Prior Year
1 Acute Care Patient Days	28	18	10	16
2 Skilled Swing Bed Patient Days	91	80	11	107
3 Non-Skilled Long Term Care Patient Days	279	304	(25)	209
4 Observation/Short Stay Hours	216	197	19	211
5 Admissions	25	6	19	4
6 Average Length of Stay (ALOS)	2.05	3.00	1	2.70
7 Outpatient # Visits	999	832	168	863
8 ED # Visits	218	184	34	124
9 Emergency Admit to Inpatient	11.47%	2.80%	0	2.00%
10 Procedures/Treatment #Patients	12	21	(9)	13

Key	
●	Meets or exceeds budget/target
●	Does not meet budget/target expectations by 5% or less
●	Does not meet budget/target expectations by greater than 5%

July 2023: 33 total transfers from ED to higher level of care.



QI Committee Report

➤ Upcoming:

- **Q3** Provider Peer Review is scheduled for 08/31
 - ❖ Meditech online review set up was not ready for use as expected.
- Safe Patient Handling Committee—updates and priorities
- Antimicrobial Stewardship Committee—staff request for Provider participation.



COO Report

Debbie DeCorde

August 22, 2023



COO

➤ Follow-up

- Laboratory Health Inspection Report – all proposed corrections accepted by the state
 - ❖ Report and supporting documentation are available
- Union bargaining process updates
- Republic Drug Store (RDS) recruiting efforts
 - ❖ Offer pending for a Pharmacist
- Republic Medical Clinic
 - ❖ Republic/Curlew School Sports Clinics success



COO

➤ Coming Up

- ARNPs Matthew Johnson and Melissa Mitchell finishing their Fellowship year with Ferry County Health
- Heather Patton, ARNP (new Locums Tenens for medical clinic), starts in September
- Submitted paperwork to DOH – Vaccines for Adults IIS program
- Employee engagement and popular asks; work schedules are both a local and national trends
- Overcoming challenges with the medical clinic and drugstore to obtain patient medications more timely



COO - Volumes

FINANCE DASHBOARD
Ferry County Public Hospital District #1
July 31, 2023

Stats	Current Month			
	Current Total	Target	Variance	Prior Year
11 Republic Clinic #Visits	739	877	(138)	669
12 Physical Therapy Treatments		863	(863)	1063
13 Imaging Visits	189	350	-161	369
14 Lab # Billable Tests		2268	(2,268)	2309

Key

- Meets or exceeds budget/target
- Does not meet budget/target expectations by 5% or less
- Does not meet budget/target expectations by greater than 5%

*Current information not available at time of publication. An updated graph will be shared during the meeting.



COO

➤ Need to Know

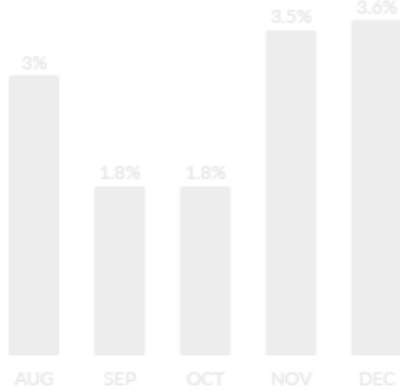
- Assisted Living Facility (ALF)
 - ❖ Updated resident unit is already occupied
 - ❖ New Housekeeper starts the 28th, and a team member is considering a retirement date of late September
- Laboratory
 - ❖ Meditech's Patient portal has been promoted by the Lab as a tool to access results
 - ❖ Lab team collected 22 blood cultures in July vs. June's 9. Reflects increase of severe illness patient
- Republic Drug store
 - ❖ Many years since a price evaluation. Cash price margin increase consideration

➤ Q&A

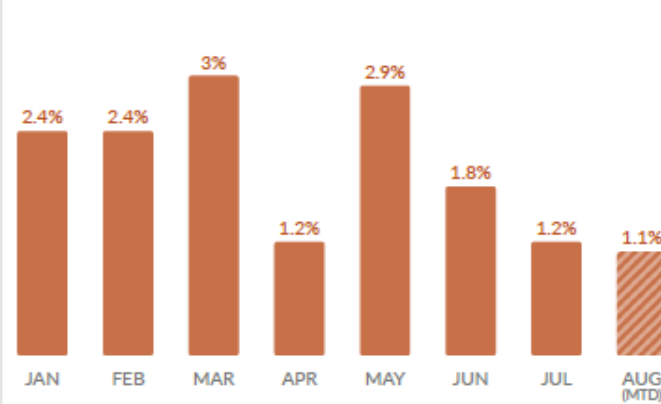


COO – Turnover Report

2022



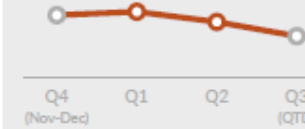
2023



Jan 2023 - Aug 2023

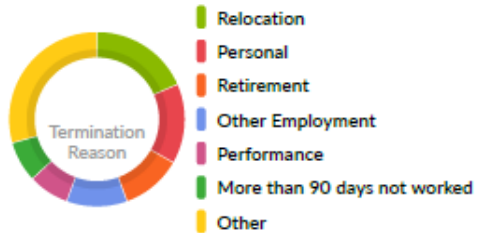
15.8% 27 people
Total Turnover

2% 3.4 people
Average Monthly Turnover



Termination Reason

View Details



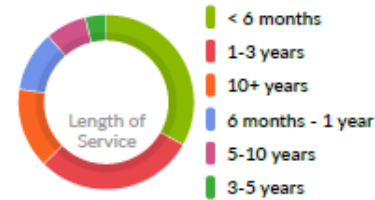
Termination Type

View Details



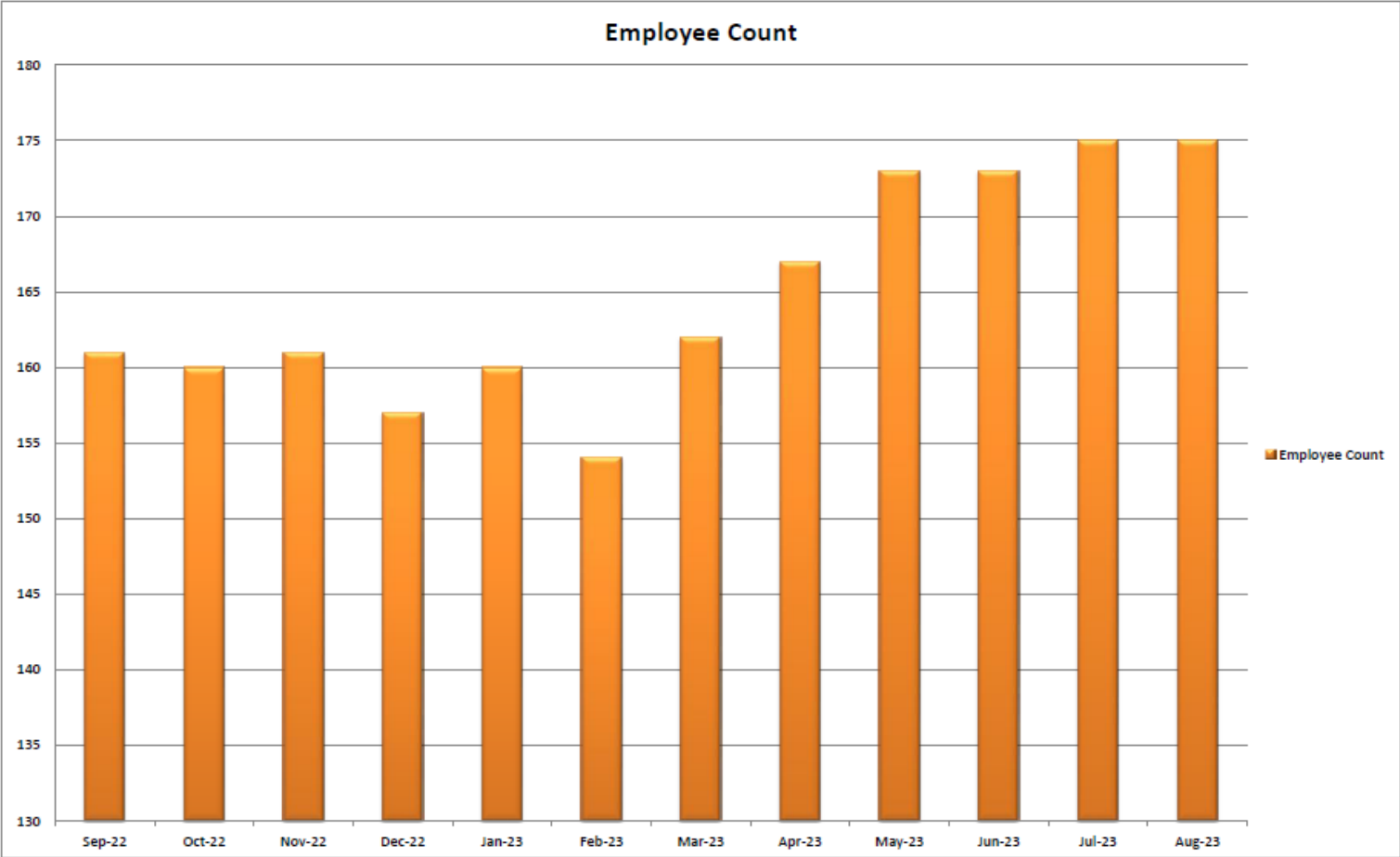
Length of Service

View Details



COO – Headcount Report

Month	Employee Count
Sep-22	161
Oct-22	160
Nov-22	161
Dec-22	157
Jan-23	160
Feb-23	154
Mar-23	162
Apr-23	167
May-23	173
Jun-23	173
Jul-23	175
Aug-23	175



Medical Staff Report

- Transfers are still difficult with lack of open beds in Spokane.
- Fires seem to be affecting some of the community with respiratory issues.
 - ❖ We do have some air filters available for patients to take home.
- Admissions and ER visits seem to be at a good to above normal volume with good nursing ratios and care.
- Will discuss vaccination availability with fall/winter coming for not just Covid but RSV as we saw quite a few cases.
- Looking forward to our providers meeting in Nelson in October for 2024 Schedule and evaluation of ED/Hospital.
 - ❖ Hoping to do a walk-through of the hospital together with all block providers to discuss changes and have better consistency.
- Walk ins are now being taken care of by the clinic with good support.

Dr. Garcia

August 22, 2023



CEO/CFO Report

Quality/Safety: by constantly holding ourselves to a higher standard.

Integrity: through honesty and respect.

Compassion: by providing a nurturing and caring environment

Stewardship: by utilizing our resources to their highest and best purpose.

Teamwork: by working together in a culture that promotes excellence.

Jennifer Reed

August 22, 2023



Follow-up

➤ Follow-up

- Master Facility Plan – First meeting with USDA was a success. Next quick feasibility and start the application. Brant is trying to gauge his level of availability for me.
- Mobile Integrated Health Unit update. Pilot should start in a number of weeks. Will run the pilot with ED discharge follow-up, IP follow-up, CHF patients, and any RHC patients with Care plans.
- Update on Provider Engagement.



CEO/CFO

➤ Coming Up

- Table at the fair.
- Expanding foundation involvement.

➤ Need to Know

- Legislation
 - ❖ Risk surrounding expansion of charity care regulations.
- New discussions with Airlift for weather station requirements

- Q&As



CEO/CFO-Financials

- Income Statement and Balance Sheets (Includes restated YTD June)
- Key Performance Metrics



MTD			Budget			Variance			YTD			YTD Budget			Variance		
\$	2,889,122	\$	2,466,423	\$	422,699	Operating revenue:			\$	16,432,092	\$	17,264,984	\$	(832,892)			
	(692,049)		(813,321)		121,272	Gross patient service revenue				(6,028,730)		(5,693,247)		(335,483)	a.		
	2,197,073		1,653,102		543,971	Contractual allowances and provisions for uncollectible accounts				10,403,362		11,571,737		(1,168,375)			
	282,031		239,919		42,112	Patient service revenue - (Net contractual allowances)				1,951,606		1,679,431		272,175			
	115,876		54,062		61,814	Drug Store gross revenue				662,779		378,428		284,351			
						Other operating revenue											
\$	2,594,980	\$	1,947,083	\$	647,897	Total operating revenue			\$	13,017,748	\$	13,629,596	\$	(611,848)			
						Operating expenses:											
	893,533		896,257		2,724	Salaries and wages				6,667,071		6,273,797		(393,274)	b.		
	189,847		214,812		24,965	Employee benefits				1,426,364		1,503,692		77,328			
	37,364		60,367		23,003	Professional fees				492,322		422,567		(69,755)			
	151,755		289,477		137,722	Supplies				1,922,909		2,026,363		103,454			
	1,800		24,318		22,518	Purchased services - Utilities				160,054		170,221		10,167			
	113,264		128,351		15,087	Purchased services - Other				1,005,670		898,457		(107,213)	c.		
	5,621		13,945		8,324	Insurance				63,534		97,614		34,080			
	44,027		51,618		7,591	Other				339,929		361,329		21,400			
	21,395		20,800		(595)	Rent				153,703		145,600		(8,103)			
	82,012		81,820		(192)	Depreciation				575,044		572,750		(2,294)			
\$	1,540,618	\$	1,781,765	\$	241,147	Total operating expenses			\$	12,806,600	\$	12,472,390	\$	(334,210)	d.		
\$	1,054,362	\$	165,318	\$	889,044	Gain (loss) from operations			\$	211,149	\$	1,157,206	\$	(946,057)			
						Nonoperating revenues (expenses):											
	30,407		34,337		(3,930)	Property taxes				230,355		240,356		(10,001)			
	(2,678)		(2,119)		(559)	Interest earnings				(21,340)		(14,835)		(6,505)			
	-		-		-	Interest expense				3,289		-		3,289			
	23,312		-		23,312	Other				141,133		-		141,133			
	51,041		32,218		18,823	Total nonoperating revenues (expenses) - Net				353,437		225,521		127,916			
\$	1,105,403	\$	197,536	\$	907,867	Increase (decrease) in net position			\$	564,586	\$	1,382,727	\$	(818,141)			

Notes to Financial Statements:

- Contractual still a little up due to risk of non-collection as accounts get older. Revenue crew working hard on collections and documentation issues.
- Salaries and wages are up over budget due to amount of temporary and agency staff. This is clear as you look at benefits under budget, which are not paid to these staff members.
- Building maintenance that was unbudgeted and deferred maintenance costs.
- Gained \$241k over expenses to narrow the margin.



Ferry County Public Hospital District No. 1

doing business as

Ferry County Health

Combined Income Statement: Hospital, Klondike Hills and Republic Drug Store

Year to Date July 31, 2023



	January	February	March	April	May	June	July	YTD	% of Gross Rev
Operating revenue:									
Gross patient service revenue	\$ 2,325,657	\$ 1,896,900	\$ 2,494,428	\$ 2,731,333	\$ 2,233,202	\$ 2,047,046	\$ 2,703,527	\$ 16,432,092	89%
Contractual allowances and provisions for uncollectible accounts	(916,542)	(747,568)	(983,054)	(1,076,418)	(880,105)	(806,137)	(618,906)	(6,028,730)	-37%
Patient service revenue - (Net contractual allowances)	1,409,116	1,149,331	1,511,374	1,654,915	1,353,097	1,240,909	2,084,621	10,403,362	57%
Drug Store gross revenue	272,034	262,165	290,880	254,380	300,375	289,742	\$ 282,031	\$ 1,951,606	11%
Other operating revenue	79,724	73,132	134,286	70,293	126,514	62,954	\$ 115,876	\$ 662,779	4%
Total operating revenue	\$ 1,760,873	\$ 1,484,628	\$ 1,936,540	\$ 1,979,587	\$ 1,779,986	\$ 1,593,605	\$ 2,482,528	\$ 13,017,748	71%
Operating expenses:									
Salaries and wages	849,338	743,764	893,517	1,240,424	986,992	1,059,503	893,533	\$ 6,667,071	36%
Employee benefits	199,822	219,526	197,791	198,269	212,066	209,043	189,847	1,426,364	8%
Professional fees	497	240,893	525,929	(423,057)	117,391	(6,695)	37,364	492,322	3%
Supplies	160,777	242,357	480,399	247,355	329,403	310,863	151,755	1,922,909	10%
Purchased services - Utilities	2,150	39,746	57,386	10,694	26,290	21,988	1,800	160,054	1%
Purchased services - Other	110,362	85,298	646,762	(218,455)	174,045	94,395	113,264	1,005,671	5%
Insurance	4,414	11,991	20,872	11,671	4,414	4,551	5,621	63,534	0%
Other	47,215	28,212	98,198	33,691	30,257	58,329	44,027	339,929	2%
Rent	21,259	21,584	23,271	22,197	21,925	22,071	21,395	153,702	1%
Depreciation	81,730	81,730	82,455	82,093	83,055	81,969	82,012	575,044	3%
Total operating expenses	\$ 1,477,564	\$ 1,715,101	\$ 3,026,580	\$ 1,204,882	\$ 1,985,838	\$ 1,856,017	\$ 1,540,618	\$ 12,806,600	70%
Gain (loss) from operations	\$ 283,310	\$ (230,473)	\$ (1,090,041)	\$ 774,706	\$ (205,852)	\$ (262,413)	\$ 941,910	\$ 211,149	1%
Nonoperating revenues (expenses):									
Property taxes	30,367	30,656	35,268	32,871	30,370	40,416	30,407	230,355	1%
Interest earnings	(3,204)	(3,407)	(3,391)	(2,879)	(2,953)	(2,828)	(2,678)	(21,340)	0%
Interest expense	(740)	(95)	4,124	-	-	-	-	3,289	0%
Other	-	24,964	23,312	23,116	23,312	23,116	23,312	141,133	1%
Total nonoperating revenues (expenses) - Net	26,423	52,118	59,313	53,108	50,729	60,704	51,041	353,437	2%
Increase (decrease) in net position	\$ 309,733	\$ (178,355)	\$ (1,030,728)	\$ 827,814	\$ (155,123)	\$ (201,709)	\$ 992,951	\$ 564,586	3%



	YTD Balances		
	June	May	Variance
Assets			
Current assets:			
Cash and cash equivalents	\$ 3,459,317	\$ 3,858,087	\$ (398,770)
Receivables:			
Gross AR	10,724,626	9,170,730	1,553,896
Contractual allowance	(4,284,844)	(3,894,544)	(390,300)
Patient AR - Net	\$ 6,439,782	\$ 5,276,186	\$ 1,163,596
Taxes Levy	126,163	135,084	(8,921)
Estimated third-party payor settlements	-	-	-
Other	75,487	64,531	10,956
Inventories	545,006	548,792	(3,786)
Prepaid expenses	192,996	142,923	50,073
Total current assets	\$ 10,838,751	\$ 10,025,603	\$ 813,148
Capital assets:			
Nondepreciable capital assets	47,282	47,282	-
Depreciable capital assets - Net of accumulated depreciation	6,020,253	6,102,266	(82,013)
Construction in Progress	515,830	510,536	5,294
Total capital assets	\$ 6,583,365	\$ 6,660,084	\$ (76,719)
TOTAL ASSETS	\$ 17,422,115	\$ 16,685,686	\$ 736,429
Liabilities and Net Position			
Current liabilities:			
Accounts payable	36,617	357,611	(320,994)
Payroll and related expenses	623,786	592,212	31,574
Other Current Liabilities	1,245,894	1,325,650	(79,756)
Total current liabilities	\$ 1,906,297	\$ 2,275,473	\$ (369,176)
Noncurrent liabilities:			
Long term debt	1,515,663	1,515,696	(33)
Capital lease obligations - Less current portion	(1,147)	(1,382)	235
Total noncurrent liabilities	1,514,516	1,514,314	202
Total liabilities	\$ 3,420,813	\$ 3,789,787	\$ (368,974)
Net position:			
Invested in capital assets	13,436,715	13,436,715	-
Current Year Earnings	564,587	(540,816)	1,105,403
Total net position	\$ 14,001,302	\$ 12,895,899	\$ 1,105,403
TOTAL LIABILITIES AND NET POSITION	\$ 17,422,115	\$ 16,685,686	\$ 736,430

CEO/CFO-Key Performance Indicators

FINANCE DASHBOARD
Ferry County Public Hospital District #1
July 31, 2023

		Current Month			
		Current Total	Target	Variance	Prior Year
Profitability					
14 Revenue Deductions % of Gross Revenue	●	37%	33%	-4%	37%
15 Salaries % Gross Patient Revenue	●	36%	34%	-2%	33%
16 Benefits % of Salary Expense	●	21%	24%	3%	31%
17 Bad Debt % Gross Patient Revenue	●	8.0%	2.00%	-6%	2.30%
18 Charity % Gross Patient Revenue	●	4.2%	3%	-2%	0.27%
19 Total Salary Expense	●	\$ 6,667,071	\$ 6,273,797	(393,274)	\$ 599,825
Net Income					
20 Hospital/Clinic and Klondike Hills	●	\$ 564,586	\$ 1,382,727	(818,141)	\$ 684,809
21 Budget vs. Actual Gross Profit Margin	●	4.34%	7.00%	3%	
22 Medical Clinic					
Cash and Liquidity					
23 Days Cash on Hand	●	72	78	(6)	141
24 AR Days	●	132	45	(87)	11
25 Current Ratio	●	6	1	5	4
Key					
●	Meets or exceeds budget/target				
●	Does not meet budget/target expectations by 5% or less				
●	Does not meet budget/target expectations by greater than 5%				



