



BOARD OF COMMISSIONERS' MEETING
 August 27, 2019, 4:00 p.m., in the Curlew Civic Hall

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	
<i>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.</i>			
Approval of Consent Agenda	ACTION	Nancy Giddings	3-7
<ul style="list-style-type: none"> • Minutes 7/23/19 Board Meeting • Approval of Warrants • Financial Write-Off Report • Resolution 2019#7 Surplus Small Equipment 			
Correspondence		Nancy Giddings	
Public Comments			
CNO Report & Quality Improvement and Compliance/Risk Management		Lee Jackson	
- To be handed out at the meeting			
Clinic Report		JoAnn Ehlers	8-10
Medical Staff Report		Dr. Garcia	
Safety Report:		Brant Truman	
CFO/COO Report		Brant Truman	11
Financial Report – to be handed out at the meeting		Brant Truman	
CEO Report		Aaron Edwards	12
Old Business		Nancy Giddings	
<ul style="list-style-type: none"> • Board QI Project • Facility Update • Health Foundation • Levy • Board Succession planning • Health Equality Organizational Assessment • Strategic Planning 			

Board Representative Reports

- Finance Ron Bacon/Sarah Krausse
- Quality Improvement Sarah Krausse/DiAnne Lundgren
- Compliance/Risk Management Ron Bacon/Sarah Krausse
- Medical Staff Nancy Giddings/DiAnne Lundgren
- Credentialing DiAnne Lundgren/Nancy Giddings
- 1. Request for appointment of Courtesy Medical Staff privileges by telemedicine proxy for Integra provider: C. Mark Alder. MD
- EMS Nancy Giddings

New Business

- Hot Topic Nancy Giddings
- Recap from the WSHA Conference DiAnne Lundgren
- Job Corp

Executive Session

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.**

Special Board Meeting Workshop is on September 18, 2019 @ 9:30 a.m.

Next regularly scheduled meeting is September 24, 2019 @ 10:30 a.m. in the HUB Conference Room



Ferry County Health

**BOARD OF COMMISSIONERS' MEETING
July 23, 2019**

CALL TO ORDER: Chair Nancy Giddings called the meeting of the Board of Commissioners to order at 10:31 a.m. on July 23, 2019, in the HUB Conference Room at Ferry County Health. Commissioners in attendance were Nancy Giddings, Ronald Bacon, David Iverson, DiAnne Lundgren and Sarah Krausse. Aaron Edwards, CEO; Brant Truman, CFO/COO; Lee Jackson, Interim CNO; JoAnn Ehlers, Clinic Manager and Lacy Sharbono, Executive Assistant, were present.

QUORUM ESTABLISHED: A quorum was present.

REVIEW, AMEND, ACCEPT AGENDA: A motion was made by Bacon and seconded by Iverson to amend the Consent Agenda to add Blue H signage to old business, Strategic Plan to new business and approval of Key Bank loan payout under new business. The motion passed unanimously.

VISITORS: Kal Kelley, MD and Sue Edwards

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

CORRESPONDENCE: Giddings read David Iverson's resignation letter from the Board.

A motion was made by Bacon and seconded by Krausse to accept David Iverson's resignation letter. The motion passed unanimously.

Everyone thanked Dave for all his hard work and time for the Board and Hospital District. He will be greatly missed.

PUBLIC COMMENTS: None

CNO/QUALITY IMPROVEMENT AND COMPLIANCE/RISK MANAGEMENT: Jackson reviewed the attached report.

CLINIC REPORT: Ehlers reviewed the attached report.

SAFETY REPORT: Truman noted the following:

- ALF sidewalk will be fixed August 1st.
- Pyxis has gone live.
- We need to add a staffing matrix into the disaster plan and work on MOU's.

CFO/COO REPORT: Truman reviewed the attached report and noted:

- There will be a site visit with our new financial audit company on July 31st to start on the 2018 review.
- The MRI bus will be here 24/7 in a few months.
- Thanked Dave for all his support and guidance with the finances.

FINANCIAL REPORT: Truman reviewed the attached May financials. He also noted there was an all-time 13 month high of 1.85 million gross revenue.

Giddings called for a break at 12:02 p.m. Open session continued at 12:24 p.m.

CEO REPORT: Edwards reviewed the attached report.

MEDICAL STAFF REPORT: Dr. Garcia noted the following:

- Discussed pertussis and would like to educate the staff and community.
- Discussed staffing
- Working on OB order set.
- Working on comfort care protocol.

Giddings called for a break at 1:56 p.m. Open session continued at 2:05 p.m.

OLD BUSINESS:

- Board QI Project: Next meeting with the Providers will be in the fall.
- Facility Update: Discussed the HVAC.
- Health Foundation: No report.
- Levy: Tabled
- Board Succession Planning: Lundgren will start going to Medical Staff, Krausse will start going to Finance and Giddings will start going to Credentialing Committee. Lacy will get notices posted and in the paper about the opening board position. Letters of interest will be accepted until September 13th.
- Blue H signage: Edwards noted we have an application in to the state for a sign at Pine Grove. Working to get the H sign at the hospital entrance updated as it is faded. He would also like to see H signs at all the resorts on the lake.

BOARD REPRESENTATIVE REPORTS:

- Finance: No Board concerns.
- Quality Improvement: Next meeting is Thursday.
- Compliance/Risk Management: Next meeting is August 9th.
- Medical Staff: No Board concerns.
- Credentialing:
 1. A motion was made by Lundgren and seconded by Iverson to approve the appointment of Courtesy Medical Staff privileges by telemedicine proxy for Integra Imaging provider Oksana Prychyna, MD. The motion passed unanimously.
 2. A motion was made by Lundgren and seconded by Iverson to approve the re-appointment of Courtesy Medical Staff privileges by telemedicine proxy for Integra Imaging providers Suzanne Shaw, MD and Leslie Russell, MD. The motion passed unanimously.

- EMS: Giddings noted that the EMS is looking at purchasing a property from Anderson's.
- ACH/HFCC: Iverson noted they are working on a group project to reduce smoking mothers.

NEW BUSINESS:

- Hot Topic: Iverson discussed a topic from the WSHA conference called project blue zones. Giddings reviewed a WSHA handout about health equality organizational assessment. This will go on next month's agenda under old business. Lundgren will give a report on what she learned at the WSHA conference at next month's meeting.
- Strategic Plan: A Special Board meeting workshop is planned for September 18th at 9:30 a.m.
- Approval to pay off Key Bank HAVC loan: Truman presented to the board that he would like to pay the Key Bank HVAC loan off in 3 installment payments. This will put us ahead of schedule by 6 months.

A motion was made by Bacon and seconded by Iverson to approve the early payoff of the Key Bank HVAC loan in 3 installment payments. The motion passed unanimously.

ADJOURNMENT: As there was no further business the meeting was adjourned at 2:53 p.m.

 Nancy Giddings, Chair Date

 DiAnne Lundgren, Secretary Date

 Lacy Sharbono, Recording Secretary Date

Asset Disposal Sheet (Quarterly Report)
 Disposal of Surplus Property other than Real Estate (Policy 25.01.001 - Exhibit A)
 For 3rd Quarter, 2019

DATE OF ACQUISITION	DESCRIPTION (Model/Serial #/ Quantity/Current Location)	REASON FOR DISPOSAL	DISPOSITION PROCESS		DISPOSAL TIMELINE	COMMENTS
Feb-04	Zoll AED Plus Model X04H039708	Upgraded	Donate to Grace Christian Academy School		asap	
Jan-15	Invacare Hospital Bed Model 50000V/Serial 12KF017514	Upgraded	Hospital yard sale		September	

APPROVED BY:

Facilities Mgr _____ Date: _____

CFO _____ Date: _____

CEO _____ Date: _____

BOD _____ Date: _____

Resolution 2019#7

Date Approved by BOC: 8/27/19



TO: Ferry County Public Hospital District #1 Board of Commissioners
 FROM: JoAnn Ehlers, Clinic Manager
 Subject: Clinic Report

MEETING DATE: August 27, 2019

As of August 19, 2019

People

To be the employer of choice. To develop and support a culturally diverse, competent, motivated and productive workforce. To recruit and retain highly competent staff to meet the District's patient and resident needs.

- Clinic staff, as in nursing and front office, is starting to come together in a bigger and more productive way. I am very proud that we are working on issues as a full team as we identify them. It is very heartening and will be good for patient care. Finally, we can all get on the same page about every little thing. This will be an ongoing project as things change constantly.
- We have made some changes in duties for staff and this is working out well. My biggest issue is still the lack of staff on days that someone calls in and has to miss a schedule day of work.
- PRN MA was offered and accepted. New MA is in training now. In time, she will also train to back up the front office.
- Front office has offered a spot for a part time staff person and will begin training soon.
- One of the Front Office staff will be taking the next NAC class. The Clinic will also join in on the clinical training offered by having the students rotate through.
- Providers have been working with U of W students in a steady stream. Students have been very happy with what they learn here. I have received two very nice thank you notes from two that have finished their time with us. Both loved working here with our providers.

Quality

To lead the community that improves community health status and access to care. To provide quality healthcare that can be defined, measured and published. To enforce and invest in a pervasive culture of safety.

- Our new phone system cannot come fast enough – I am counting on it to help us improve the turnaround time on calls by not losing any. We continue to hear that folks left messages that we did not receive, or we receive later.
- Our Oliq system is not as reliable as we count on either; I have proof of messages that do not go through to all concerned. At least being aware, we can work on this.
- All of the Clinic staff has worked very hard to provide the best customer service we can with the glitches that we have. In working out front lately, I had to log off and back into the Centriq system many times as it freezes up in mid-job; in the middle of making an appointment, in the middle of checking people in... in the middle of scanning. I have reported this to IT as it seems to be getting worse.
- I give huge KUDOS to the staff for dealing with all this every day and still smiling!!!

Service

To provide an environment in which patients, families, providers and employees are highly satisfied. To provide an experience for patients that exceeds expectations in all areas of the District. To identify areas for improvement.

- Dr. Garcia and Dr. Kelley remain busy with their specialties in the Clinic.
- Dr. Kelley has been giving us some extra days and we love to have him here.
- Dr. Hsu is still visiting remotely once a month. This month there are 7 on her schedule.
- VA patients are still getting frustrated but some things are coming through. We are doing the best we can.
- Forefront Mental Telehealth might be back to using the Clinic to see patients. We have had some communication from them and will see what happens.

- Orthopedics and Cardiac specialists continue to come in and see a good number of patients each visit.
- Wound care is getting off the ground in Outpatient (at the Hospital) and we referring folks to outpatient for this.
- We will need some help for those patients that need long term pain management, especially the new patients; as our providers cannot continue to shoulder the need of our area.
- My best day helping patients: Was alerted to a very high cost med for a man on Medicare with a supplement and D plan, but can't afford the co-pay. I found out he has low enough income for help. Applied for Medicare Savings Programs (pays his Part B premium and maybe more), Extra Help with Part D (lowers or pays premium and co-pays are reduced significantly), and got him a new Medicare Card (he still had the old number). Spent two hours on hold with SSA but we got a lot done. Also gave this man a Vision certificate (he hasn't had an eye exam in ages) and put him on the next Dental Van list. If he gets denied for full help from Medicaid, I can go after his medication for free from a Pharmacy Assistance Program. He will get a lot of mail from all this and he will bring it in so I can let him know what the outcome of all this is. PT also sent me a man that should qualify for some low income help.

Financial

- Staff in the Clinic will be meeting more often to fix issues that cause us to make mistakes which cause billing problems. We still need to learn more of what we do that causes problems that we do not know about.
- I have a goal and a plan that I will be working with providers on for better patient care that will also help us be more productive. This is asking a lot of those who have always worked the way they do; so will certainly take some time.
- There have been numerous New and returning patients to the Clinic in the last few months.

Growth

To be the healthcare provider choice for our community. To identify service growth areas. To market service programs to community and constituents.

- We have received lots of goodies to give out during events and to share with the schools this year from three of the Apple Health Insurances: Amerigroup, CHPW, and Molina. These include sunglasses, safety lights, pencils, coin purses, re-usable shopping bags, lip balm, beach balls, toothbrushes, hand sanitizer, visors, and little first aid kits.
- Marketing Hero Nina got us lots of bright orange sport towels with our Ferry County Health Logo on them. These will be all over the county soon!
- The first Sport Physical Event at the Curlew School was a big rush of 7 students and then it was over. Kids that attended were given lots of goodies including one of our new sport towels. The Athletic Director and School Secretary were super helpful and we had a great time.
- The Dental Van Event had some glitches but ended up successful. There was not as much foot traffic as there could have been but the weather had done a rapid change. The road crews decided to block off the Hospital entrance on this day.
- Amerigroup sponsored this event with \$1200 to cover the cost of gas, wear, and tear. Amerigroup's representatives got to know some of the patients in the lobby and had some fun. The Clinic supplied hot beverages and cookies.
- \$5,469 worth of Dental Care was given at no cost to 12 patients. The Dentist also visited two of our LTC patients and one in the ALF. Our Dentist donated his time and came from Omak. Others that donated time to assist the dentist and to register patients came from Coulee City

and Wenatchee.

- The first Sport Physical Event in Republic was very busy with lots of great help from area coaches, staff, the new administrator, and his wife. We saw 13 patients which equals 20 patients total that we were able to see. Clinic staff had fun too.
- The next Clinic event will be on August 28th when the DSHS Mobile Unit arrives. I am urging all VA and Medicare patients to come and see if they are eligible for programs. These programs from Medicaid can pay for the Medicare Part B premium and more depending on eligibility. This Mobile Unit will be here on October 19th as well.

Ads have gone out.

- I will be getting ads ready for Flu Shot Events.
I plan to hold at least two 5 hour events in the Clinic Lobby.

Thank you for your continued wonderful support,
Respectfully submitted,
JoAnn Ehlers



TO: Ferry County Public Hospital District #1 Board of Commissioners
 FROM: Brant Truman
 Subject: COO/CFO Report

MEETING DATE: August 27, 2019

As of August 19, 2019

People	<p>To be the employer of choice. To develop and support a culturally diverse, competent, motivated and productive workforce. To recruit and retain highly competent staff to meet the District's patient and resident needs.</p> <ul style="list-style-type: none"> • Melinda Payton is back helping on the administration side. • Occupational Therapist starts Sept. 2nd, look forward to having an OT again. Already has a small patient load. • Meeting with Kathy McMorris Rodgers around area healthcare issues.
Quality	<p>To lead the community that improves community health status and access to care. To provide quality healthcare that can be defined, measured and published. To enforce and invest in a pervasive culture of safety.</p> <ul style="list-style-type: none"> • New prospective review of all hospital medications coming in September. • Chargemaster training coming soon to allow staff to build a knowledge base.
Service	<p>To provide an environment in which patients, families, providers and employees are highly satisfied. To provide an experience for patients that exceeds expectations in all areas of the District. To identify areas for improvement.</p> <ul style="list-style-type: none"> • Concrete currently being replaced at the ALF front entrance. • Improvements in the quality of the swing bed program to include better communication among individual staff, patients and improving process flows.
Financial	<p>To be financially viable, to support advancing the mission and vision. To be operationally efficient. To offer value to payer and consumers.</p> <ul style="list-style-type: none"> • Working thru 2018 Financial Audit, will be presenting to the board during Sept. board meeting. • Monthly improvement in Pharmacy revenue approximately \$70k gross per month. • Currently has \$349k remaining on HVAC loan, with intention to pay off next month. \$4.178 million on USDA loan. Paid \$614k in payments above and beyond our loan obligation. • 2025 Financial Plan • Financial review of all new programs coming shortly. • Time study started to improve cost report reimbursement. • Cost Report- 2017 final review \$309k receivable. (pending review of CMS mistake could take six months) 2018 desk review came back with \$139k payable. 2019 adjustment of \$97k for first part of the year. • Working on RHC Reconciliation for 2014 thru 2017.
Growth	<p>To be the healthcare provider choice for our community. To identify service growth areas. To market service programs to community and constituents.</p> <ul style="list-style-type: none"> • MRI bus will be at the facility 24/7 coming shortly. Looking at offering cash prices to facilitate more volume. • Supply chain management opportunities being reviewed and addressed.



TO: Ferry County Public Hospital District #1 Board of Commissioners
 FROM: Aaron Edwards, CEO
 Subject: CEO Report

MEETING DATE: August 27, 2018

As of August 14, 2019

People	<p>To be the employer of choice. To develop and support a culturally diverse, competent, motivated and productive workforce. To recruit and retain highly competent staff to meet the District's patient and resident needs.</p> <ul style="list-style-type: none"> • Cindy Chase has been selected as our new CNO/Quality/Risk Manager. She comes to use from John Day Hospital in Oregon (She also spent 6 years at Mt. Carmel in Colville). • Adam Volluz will be attending offsite training to learn the MRI modality in preparation for 24/7 MRI.
Quality	<p>To lead the community that improves community health status and access to care. To provide quality healthcare that can be defined, measured and published. To enforce and invest in a pervasive culture of safety.</p> <ul style="list-style-type: none"> • Prospective Review of all medications in the hospital/ED will begin mid to late September (24/7 review of meds given/pharmacy consulting for medical staff). • Pyxis is off and running with a hiccup but overall we are very happy. • NRC patient surveying is up and live. Would like to show the interface if possible next meeting.
Service	<p>To provide an environment in which patients, families, providers and employees are highly satisfied. To provide an experience for patients that exceeds expectations in all areas of the District. To identify areas for improvement.</p> <ul style="list-style-type: none"> • Set to go to D.C. for Rural Advocacy days in September. • Working on changes to the Job Corp contract that allows us to continue to serve them.
Financial	<p>To be financially viable, to support advancing the mission and vision. To be operationally efficient. To offer value to payer and consumers.</p> <ul style="list-style-type: none"> • Continue to make progress on HVAC debt repayment as planned! • Revenue continues to be strong.
Growth	<p>To be the healthcare provider choice for our community. To identify service growth areas. To market service programs to community and constituents.</p> <ul style="list-style-type: none"> • Will be bringing 24/7 MRI to the District • Looking at options for price review of medical supplies on the charge master • Hospital 340B analysis underway. Hopefully we will have thumbs up or down on moving forward by next meeting. • Will be looking at barcode scanning for supplies soon (enhancements to inventory management – see the income statement and how large a portion of our expenses supplies are). • Gastro services continue to grow. • The UW will be here September 5th to discuss Tele MAT