



BOARD OF COMMISSIONERS' MEETING

February 28, 2023 @ 1030AM HUB CONFERENCE ROOM
<https://zoom.us/j/92472952116?pwd=TURCZUg5dGVyUGRKNTI0YmhOczg1dz09>
 Meeting ID: 924 7295 2116
 Passcode: 260559
 One tap mobile
 +12532158782,,92472952116# US (Tacoma)
 +13462487799,,92472952116# US (Houston)
 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	3-6
<ul style="list-style-type: none"> • Minutes 1.24.23 Board Meeting • Approval of Warrants • Financial Write-Off Report • Resolution 2023 #19 Surplus 			
Correspondence		Nancy Giddings	
Public Comments		Nancy Giddings	
EHR Report		Karen Quinnell	
Environment of Care/ Safety Update		Adam Volluz	
Compliance Report		Spencer Hargett	
Department Spotlight		Julia Santana, Clinic Manager	
CNO Report/ Quality Improvement		Mike Martinoli	7-10
COO		Debbie DeCorde	10-13
Medical Staff Report		Richard Garcia, MD	13

*Board of Commissioners
 36 Klondike Rd, Republic, WA 99166
 P. (509) 775-8242 F. (509) 775-3866*

CEO/CFO Report Jennifer Reed 14-19

Old Business

Nancy Giddings

- Board QI Project
- Facility Update/Master Plan
- Health Foundation
- Strategic Planning
- Pharmacy
- Airport update

Board Representative Reports

- Finance
- Quality Improvement
- Compliance/Risk Management
- Medical Staff
- Credentialing

Ron Bacon/Sarah Krausse
Jody Jannot/DiAnne Lundgren
Ron Bacon/Sarah Krausse
Nancy Giddings/DiAnne Lundgren
DiAnne Lundgren/Nancy Giddings

- Request to approve re appointment for Active Medical Staff Privileges for Kal Kelley, MD
- Request to approve re appointment Courtesy Medical Staff Privileges for Nathan Spence, MD
- Request to approve re appointment Courtesy Medical Staff Privileges for Douglas Waggoner, MD

- EMS

Nancy Giddings

New Business

- CEO Evaluation

Nancy Giddings

Executive Session (if needed)

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 Tuesday March 28, 2023 @ 10:30 am in the HUB Conference Room



**BOARD OF COMMISSIONERS' MEETING
January 24, 2023**

CALL TO ORDER: Board Chair Nancy Giddings called the meeting of the Board of Commissioners to order at 10:33am, on January 24, 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; Spencer Hargget, Compliance Officer, James Davidson, IT Manager and Teena Price, Executive Assistant were also present.

GUESTS: None

QUORUM ESTABLISHED: A quorum was present.

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

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 a thank you notes from a community members & drug store.

PUBLIC COMMENTS: None

EHR REPORT: Go live with Meditech on Monday 1/30/23.

ENVIROMENT OF CARE/ SAFETY UPDATE: Volluz gave report

COMPLIANCE REPORT: Harggett presented 2023 FCH proposed Compliance Work Plan. A motion was made by Bacon and seconded by Krausse to approve the 2023 FCH Compliance Work Plan. The motion passed unanimously. A motion was made by Lundgren and seconded by Jannot to approve the Compliance Program Policy 20.0.000. The motion passed unanimously.

DEPARTMENT SPOTLIGHT: Christina Beckwith with the Lab Department gave a spotlight report on her department.

CNO REPORT: Board reviewed the CNO's Report.

QI REPORT: Board reviewed the QI Report

COO: DeCorde reviewed her attached report.

Giddings called for a break in session at 12:10 pm. Open session resumed at 12:35 pm.

MEDICAL STAFF REPORT: Reed gave Dr. Garcia's report.

CEO & CFO REPORT: Reed reviewed her attached report, along with Strategic Plan.

FINANCIAL REPORT: Reed reviewed the December financials.

Asset Disposal Sheet (Quarterly Report)
 Disposal of Surplus Property other than Real Estate (Policy 25.01.001 - Exhibit A)
 For 1st Quarter, 2023

DATE OF ACQUISITION	DESCRIPTION (Model/Serial #/ Quantity/Current Location)	REASON FOR DISPOSAL	DISPOSITION PROCESS		DISPOSAL TIMELINE		COMMENTS
			Donate to Habitat or MJ's family home		ASAP		
unknown	Brown Drive Model Hospital Bed Frame	Replaced			ASAP		

APPROVED BY: _____

Facilities Mgr _____

Date: _____

CFO/CEO _____

Date: _____

BOD _____

Date: _____

Resolution 2023 #19
 Date Approved by BOC: 2/28/23

Board Report

February 28, 2023



CNO Report (via Zoom)

Mike Martinoli

February 28th, 2023



CNO

➤ Follow-up

- Nurse Recruitment
- Rural Nursing Workgroup
- Infection Control Updates
- Nurse Staffing Committee
- Allevant grant program



CNO

➤ Coming-up

- Goals for collaboration with Republic High School
- Northwest Rural Health Conference-Spokane
- NAC Class

- **New Equipment:** Ventilator, ED Gurneys, bed upgrade

CNO

➤ Need to Know

- SANE and DV forensic team updates
- Legislative Updates
 - WSHA Staffing Advisory Group
 - Takeaways from Advocacy Day in Olympia

CNO

Nursing Volume Data: January 2023

Update-Non Skilled Swing Bed Census/Respites

January 2023				
	Current Total	Target	Variance	Prior Year
Acute Care Patient Days	10	18	(8)	16
Skilled Swing Bed Patient Days	117	80	38	107
Non-Skilled Long Term Care Patient Days	318	304	14	209
Observation/Short Stay Hours	187	197	(11)	211
Admissions	4	6	(2)	4
Average Length of Stay (ALOS)	2.05	3.00	1	2.70
Outpatient # Visits	1007	832	176	863
ED # Visits	152	184	(32)	124
Emergency Admit to Inpatient	2.00%	2.80%	(0)	2.00%

QI Committee Report

Mike Martinoli



COO Report

Debbie DeCorde

February 28, 2023



COO

➤ Follow-up

- BambooHR's 1st Review season – Only 85% of employees completed self-evaluations but overall great initial performance reviews
- MediTech go live impact on various departments – Clinic has Jodi as champion and reduced patient visits
- Drug Store project updates – gaining momentum; defining leaderships roles and responsibilities, refreshed merchandise
- Clinic focus project: Referrals and Front Desk - implementing changes and have a temporary staff loan for the Referral Coordinator role for the interim
- ALF (Assisted Living Facility) is at capacity and is fully staffed. Had a great team building activity in monthly meeting

➤ Coming Up

- Future staffing involves fewer agency and temp staff
- Prosthetic and Orthotic technician new to area and is looking to offer services, perhaps in conjunction with the district. Chi is pursuing.
- New chemical analyzer in the lab – well-timed



COO

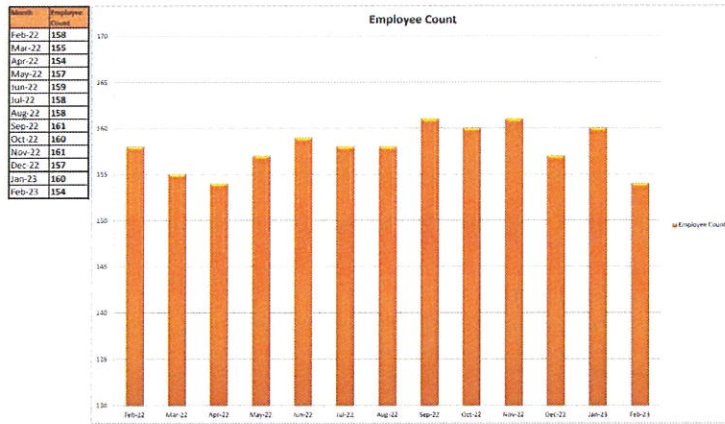
➤ Need to Know

- HR Metrics including Total Headcount and Turnover graphs
- Operational Metrics for Diagnostic Imaging, Medical Clinic, Drug Store, Lab and Rehab
- Dawn passed her CT registry and is now a registered CT Technologist, as is Justin Ricard now
- For the first half of January, the NRC report indicated all patients who answered surveys for the laboratory visit gave between 90% and 100% scores for the service
- Sign-on bonuses for NACs, MLTs, RNs, PTs and Providers \$1,000 up to \$25,000
- Internal referral bonus of \$500, paid ½ at hiring and the second \$250 at the new hire's 1st anniversary date
- Compensation analysis for wage scales completed and rolling out for non-contracted employees
- Third party updates

➤ Q&A



COO



COO



COO - Volumes

January Volumes

	Current Total	Target	Variance	Prior Year
Republic Clinic #Visits	796	877	(81)	669
Physical Therapy Treatments	1040	863	177	1063
Imaging Visits	384	350	34	369
Lab # Billable Tests	2420	2268	152	2309



Medical Staff Report

Dr. Garcia

February 28, 2023



CEO/CFO Report

Jennifer Reed

February 28, 2023



CEO/CFO

Statement of Values

1. Quality/Safety: by constantly holding ourselves to a higher standard.
2. Integrity: through honesty and respect.
3. Compassion: by providing a nurturing and caring environment.
4. Stewardship: by utilizing our resources to their highest and best purpose.
5. Teamwork: by working together in a culture that promotes excellence.

➤ Follow-up

- Meditech go-live went more smoothly than any in my experience. Bugs here and there but the team is working diligently to fix and optimize. Wins were allowing time for training, schedules were freed up and we had lots of Meditech team members on site for support.
- UFCW has said that they have enough for a card count, so card count has begun. We have presented the union with an increase for those employees affected. They have, of course, agreed to the wage increase.
- Met with US Attorney on Friday, the 17th of February. Good conversation. I will forward draft Opioid policies to the DEA when ready.
- Conference was good, I will prepare some take-aways for next board meeting.
- IT HIPAA audit. James anticipates quite a bit of work will be required. This goes along with the Compliance project for HIPAA policies.
- Mobile Integrated Health moving along. I should have some bottom line target numbers by next month. Group decided on a panel of approximately 20 patients to pilot the program.



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CEO/CFO

□ Coming Up

- Working on new reports for surveys, from Meditech, should start in the next few weeks.
- Working on Committee Charters target date is March 31 for completion
- Behavioral Health still an issue - Met a hospital that is doing just what I envision, and I will get the fellows together with her to talk through their model.

□ Need to Know

- Nurse staff ratio bill is currently in Senate Committee - WSHA sent some wording to Unions. No response from union which could mean the Bill dies. Although this is good, we could lose other bills if this happens. Lots of other healthcare related bills at the state at the moment, we are tracking and will update you.
- Chelan conference is June 26-28. We have made reservations and will firm and confirm as the dates come closer.
- I was wrong! My leadership training starts on March 14 and will go for most of the year. Looking forward to that!

□ Q&As



CEO/CFO-Financials

- Income Statement and Balance Sheets follow



Ferry County Public Hospital District No. 1

doing business as

Ferry County Memorial Hospital

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

Year to Date January 31, 2023

	January	% of Gross Rev	YTD	% of Gross Rev
Total operating revenue	\$ 1,560,453	64%	\$ 1,560,453	64%
Operating expenses:				
Salaries and wages	850,096	35%	\$ 850,096	35%
Employee benefits	199,080	8%	\$ 199,080	8%
Professional fees	76,456	3%	\$ 76,456	3%
Supplies	90,003	4%	\$ 90,003	4%
Purchased services - Utilities	2,150	0%	\$ 2,150	0%
Purchased services - Other	103,475	4%	\$ 103,475	4%
Pharmacy Drugs	71,688	3%	\$ 71,688	3%
Drug Store Retail	6,474	0%	\$ 6,474	0%
Insurance	4,414	0%	\$ 4,414	0%
Other	47,228	2%	\$ 47,228	2%
Rent	21,259	1%	\$ 21,259	1%
Amortization	3,663	0%	\$ 3,663	0%
Depreciation	78,067	3%	\$ 78,067	3%
Total operating expenses	\$ 1,554,053	72%	\$ 1,554,053	64%
Total nonoperating revenues (expenses) - Net	\$ 60,865	3%	\$ 60,865	3%
Increase (decrease) in net position	\$ 67,265	3%	\$ 67,265	3%

Notes to Financials:

a. Financials are Draft only and do not include January 30, or 31st.

Ferry County Public Hospital District No. 1

doing business as

Ferry County Memorial Hospital

Draft Balance Sheet (Combined Statement of Net Position: Hospital, Klondike Hills and Republic Drug Store)

Year to Date January 31, 2023

	YTD Balances January
Current assets:	
Cash and cash equivalents	\$ 6,440,280
Receivables:	
Patient AR - Net	3,668,148
Taxes Levy	380,556
Estimated third-party payor settlements	4,143
Other	(49,505) a.
Inventories	537,419
Prepaid expenses	146,304
Total current assets	\$ 11,127,345
Capital assets:	
Nondepreciable capital assets	27,282
Depreciable capital assets - Net of accumulated depreciation	6,442,599
Construction in Progress	43,680 c.
Total capital assets	\$ 6,513,561
TOTAL ASSETS	\$ 17,640,906
Current liabilities:	
Current maturities - Long term debt	\$ 569,769
Current maturities - Capital lease obligations	23,736
Accounts payable	54,364
Warrants payable	-
Sales Tax Payable	3,714
Patient trust	500
Payroll and related expenses	320,283
Accrued vacation	438,026
Unearned tax revenue	330,325
Accrued interest payable	-
CARES ACT FEDERAL FUNDING	618,972 b.
Estimated third-party payor settlements	216,000
Total current liabilities	\$ 2,575,689
Total noncurrent liabilities	1,527,518
Total net position	13,537,699
TOTAL LIABILITIES AND NET POSITION	\$ 17,640,906

a. Includes deposits in transit, and inter-company transactions

b. CARES dollars will be eliminated in year end closing entries

c. There will be adjustments to Fixed Assets from year-end closing entries from the CIP account

CEO/CFO-Key Performance Indicators

	Current	Budget	Variance	Prior Year
Revenue Deductions % of Gross Revenue	40%	38%	-2%	37%
Salaries % Gross Patient Revenue	35%	34%	-1%	33%
Benefits % of Salary Expense	23%	24%	1%	31%
Bad Debt % Gross Patient Revenue	1.8%	2.00%	0%	2.30%
Charity % Gross Patient Revenue	4.2%	3%	-2%	0.27%
Total Salary Expense	\$ 850,096	\$ 824,547	(25,549)	\$ 599,825
Hospital/Clinic and Klondike Hills	\$ 67,265	\$ 110,447	(43,182)	\$ 684,809
Budget vs. Actual Gross Profit Margin	4.31%	7.09%	3%	-2.57%

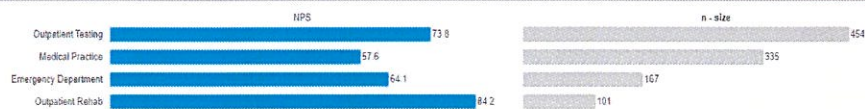


CEO/CFO-Key Performance Indicators

Experience Overview

NET PROMOTER SCORE

68.1 n-size 1,857





Q & As

Unless you have none?

