

BOARD OF COMMISSIONERS' MEETING

May 28, 2024 @ 10:30 AM in the HUB

https://us06web.zoom.us/j/89584329356?pwd=Y0dZT1VIdmNkV2JMZ09MRVROalZvQT09

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."

Page(s)

DiAnne Lundgren

DiAnne Lundgren

AGENDA

Call to Order

Quorum Established

Review, Amend, Accept Agenda DiAnne Lundgren Introduction of Board, District Employees, and Guests DiAnne Lundgren 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 a separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda. **ACTION** DiAnne Lundgren Approval of Consent Agenda Minutes 04.23.24 Board Meeting Approval of Warrants Financial Write-Off Report Correspondence DiAnne Lundgren **Public Comments** DiAnne Lundgren Environment of Care/ Safety Update Adam Volluz Compliance Report Spencer Hargett Department Spotlight - Environmental Services Tyler Orestad **CNO Report/ Quality Improvement** Mike Martinoli 6-11 COO Report Debbie DeCorde 12-17 CFO/Revenue Cycle Report Coryelle Rogers 18-26 Medical Staff Report Richard Garcia, MD 27 **CEO** Report Jennifer Reed 28-34

On-going Business

- Health Foundation
- Board Introduction Project
- Facility Update/Master Plan
 - Master Facility Contract Resolution
- Rural Resources Building
- New Hire Orientation Schedule
 - 06/03-
 - 06/17-

Board Representative Reports

Finance
 Ron Bacon/Sarah Krausse

Quality Improvement DiAnne Lundgren/Nancy Giddings

DiAnne Lundgren

Compliance/Risk Management
 Ron Bacon/Sarah Krausse

Medical Staff
 DiAnne Lundgren/Solomon-Hopkins

EMS Nancy Giddings

PFAC Sarah Krausse/Nancy Giddings

Credentialing DiAnne Lundgren/Nancy Giddings

Request for **New Appointment by Proxy with Courtesy Privileges at Ferry County Health** for the following Integra Imaging Provider: **Corey Ho, MD.**

New Business DiAnne Lundgren

• Community Sponsorship Resolution

• Agenda Review and Meeting Date/Time Discussion

Executive Session – if applicable

Open Session - Action, if applicable regarding executive session

Adjournment DiAnne Lundgren



BOARD OF COMMISSIONERS' MEETING April 23, 2024

CALL TO ORDER: Board Chair DiAnne Lundgren called the meeting of the Board of Commissioners to order at 10:34 a.m., on April 23, 2024 in the HUB and via Zoom.

Commissioners in attendance were DiAnne Lundgren, Nancy Giddings, Sarah Krausse, Susan Solomon-Hopkins and Ron Bacon.

Jennifer Reed, CEO; Debbie DeCorde, COO; Mike Martinoli, CNO; Coryelle Rogers, CFO; Amber Gangon, Executive Coordinator; Adam Volluz, Facilities Manager; Ben Walling, Pharmacist; and Katy Ricard, RN-Employee Health/Infection Prevention were also present.

Zoom participants: Spencer Hargett, Compliance; James Davidson, IT Manager; Lacy Sharbono, HR Coordinator; Melinda Payton, Revenue Cycle Manager; and Dawn Fritts, RN

GUESTS: No guests.

QUORUM ESTABLISHED: A quorum was present.

REVIEW, AMEND, ACCEPT AGENDA: A motion was made by Giddings and seconded by Susan Solomon-Hopkins to amend and approve the agenda by adding an Executive Session pursuant to RCW §42.30.110(1)(g) Performance of a Public Employee. The motion passed unanimously.

INTRODUCTION OF THE BOARD AND GUESTS: Introductions were made.

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

CORRESPONDENCE: Correspondence read. PUBLIC COMMENTS: No public comments.

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

COMPLIANCE REPORT: Hargett gave his report.

DEPARTMENT SPOTLIGHT: Ben Walling, Pharmacist (RDS and Hospital) gave his department spotlight report. No Department selected for May.

INFECTION CONTROL PLAN: Katy Ricard, R-Infection Control presented the 2024 Infection Control Plan. A motion was made by Giddings and was seconded by Bacon to adopt the 2024 Infection Control Plan as present. The motion passed unanimously.

CNO REPORT: Martinoli gave his report.

COO: DeCorde gave her report.

Lundgren called for a break in session at 11:41 a.m. Open session resumed at 12:09 p.m.

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

CEO REPORT: Reed gave her CEO report.

CFO FINANCIAL REPORT: Rogers gave her CFO financial report.

REVENUE INTEGRITY REPORT: Rogers gave her Revenue Integrity report

ON-GOING BUSINESS:

- Board QI Project: Board selected the Providers as their Q2 project.
- Health Foundation: Nothing to report.
- Board Introduction Project: Solomon-Hopkins and Bacon to send articles to Executive Coordinator.

- Facility Update/Master Plan: Reed received contracts and working on negotiations before bringing to board for approval.
- Rural Resources Building: County Commissioners will sign paperwork as soon as Rural Resources vacates the building on or around May 1.
- Orientation Schedule:
 - o 5/06 Sarah Krausse

BOARD REPRESENTATIVE REPORTS:

- Finance: Rogers invited HRG to attend the next meeting in person.
- Quality Improvement: Nothing to report.
- Compliance/Risk Management: Nothing
- Medical Staff: Nothing to report
- EMS: Nothing to report
- **PFAC:** Next meeting is May 2.

Credentialing: A motion was made by Giddings and seconded by Krause to approve for Re Appointment of Courtesy Medical Staff Privileges by Proxy for the following Integra Imaging Providers:

Casey Cable, MD	Matthew Curtis, MD	Ryne Dougherty, MD	Phillip Smith, MD
Brian Gump, DO	Pushpender Gupta, MD	Douglas Handley, MD	Chet Hunter, DO
Edward Iuliano, DO	Elizabeth Joiner, MD	Sean Koskinen, MD	Gregory Kujawski, DO
Matthew Mesick, MD	Amy Newton, MD	Richard Nguyen, MD	Samuel Plesner, DO
Jedidiah Schlung, MD	Mariam Shehata, MD	Adam Skibinski, MD	Jennifer Xiao, MD

The motion passed unanimously.

Lundgren called for a break in session at 1:35 p.m. Open session resumed at 1:40 p.m.

EXECUTIVE SESSION: The Chair called an executive session pursuant to RCW §42.30.110(1)(o) – Quality Improvement Reporting at 1:40 p.m. The Chair requested 40 minutes. Open session to resume at 2:20 p.m.

OPEN SESSION: Open session resumed at 2:20 p.m. No action was taken.

EXECUTIVE SESSION: The Chair called an executive session pursuant to RCW §42.30.110(1)(g) - Performance of a Public Employee at 2:22 p.m. The Chair requested 1 hour with open session to resume at 3:22 p.m. At 3:22 p.m. the Chair requested an additional 18 minutes with open session to resume at 3:40 p.m. At 3:40 p.m. the Chair requested an additional 20 minutes with open session to resume at 4:00 p.m. At 4:00 p.m. the Chair requested an additional 15 minutes with open session to resume at 4:15 p.m.

OPEN SESSION: Open session resumed at 4:15 p.m. No action was taken.

ADJOURNMENT: As there was no further business	, the meetin	g was ac	djourned at 4:1	5 p.m.
--	--------------	----------	-----------------	--------

DiAnne Lundgren, Chair	Date	Nancy Giddings, Secretary	Date
Amber Gangon, Recording Secretary	Date		

Board Report

May 28, 2024



CNO Report

Mike Martinoli

May 28, 2024



CNO

> Follow Up

- Northwest Organization of Nurse Leaders Conference
 - Seattle, WA
 - Report out
- Republic School Health Fair
 - Hosted by NETCHD
 - Report out
- CHIP (Community Health Improvement Plan)
- Updates and connection to district ACP (advanced care planning) project focus



CNO

≻Coming Up

- Trauma Skills Day
 - Annual team event being hosted by the Education Committee in early June. Strong collaboration with local EMS agencies with invites for partnership and training.
- Simulation Training
 - * We are conducting an in-service with the sim mannequin representative on-site this week. Then will plan to expand scenario drills campus-wide.
- Nurse Practice Committee
 - Newly formed and first meeting was successful.
 - * Review of purpose and goals.



CNO

≻Need to know

- ER Makeover
 - Staff input led to a supply re-organization project
 - workflow efficiency focus
 - Second room has the paint project completed
- Senior Meals
 - Discussion and decision about district role with community planning
- Community Equipment Loaner Shed
 - Report out



CNO-Volumes

Inpatient and Emergency Department	Jan	Feb	Mar	Apr	YTD	YTD Target	Var	30-Apr
Acute Care Patient Days	22	16	24	38	100	84	16	20
Acute Care Admissions	7	10	8	12	37	24	13	8
Average Length of Stay	3	2	3	3	3	3	0	3
Skilled Swingbed patient days	112	115	115	86	428	492	-64	119
Admissions	9	4	6		19	16	3	5
Average SSB Census	4	4	4	3	14	1	13	4
Average Length of Stay	12	29	31	30	102	1	101	24
ED Visits	179	199	170	203	751	778	-27	126
ED Transfers		9	10	11	30	16	14	8
Left Against Medical Advice		1			1	1	0	0
Admitted to Inpatient	1	9	8	11	29	24	5	7
Same Day Surgery	13	14	5	12	44	55	-11	11
Outpatient Procedures	70	71	94	60	295	322	-27	71
OBS Patients	2	3	4	5	14	17	-3	2

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%



QI Committee Report

- Provider Peer Review
 - Tracking extended ER stays and reviewing opportunities for observation admissions.
- > PFAC Update
 - Community advisors are advocating with phone call communication as needed
- > Walking environmental rounds initiate this month



COO Report

Debbie DeCorde

May 28, 2024



COO

> Follow Up

- Assisted Living Facility (ALF)
 - Plan of Correction (POC) has been completed. Surveyor revisited and the ALF is in full compliance.
- Radiology
 - ARRT exam is postponed
- Career Fairs (Curlew and Republic)
 - Strong staff participation including HR, Lab, Nursing, Rehabilitation Department, Medical Clinic Provider, and Radiology
- Republic Medical Clinic
 - Paige Richardson started the 1+ year MA Apprenticeship Program we partner with to develop staff



COO

≻Coming Up

- UFCW 3000
 - * RN contract renewal bargaining starting in June
 - Preparations under way with salary and contract review
 - UFCW grievance was dropped that is part their ULP
- Radiology
 - Annual Physicist review anticipated
- Assisted Living Facility (ALF)
 - Updating Care Plans/Information from Providers
 - Facility Assessment, pending apartment move-out
 - Pre-admit assessments in process for potential residents



COO

≻Need to Know

- Republic Medical Clinic
 - Not proceeding with an NP Fellow for the upcoming year
 - Determination of adequate staffing, burden on provider time, and unlikelihood of matriculating into full-time hires were data points in decision process
- Curlew Medical Clinic
 - Consideration of additional day of clinic services (trial) when appointments/waitlist justify it as well as the Republic Medical Clinic supporting a day less of provider time
- National Rural Health Association Conference
 - Report out



COO - Dashboard

FINANCE DASHBOARD Ferry County Public Hospital District #1 April 30, 2024

Outpatient and Ancillary Services	Jan	Feb	Mar	Apr	YTD	Target	YTD Target	2023
11 Medical Clinic #Visits	800	833	813	860	3,306	9,220	2,305	796
12 Physical Therapy Visits	393	404	298	256	1,351	5,780	1,445	506
13 Imaging Exams	334	371	377	402	1,484	4,825	1,206	321
14 Lab # Billable Tests	2703	3053	2807	3018	11,581	27,216	6,804	2,628
15 Drugstore Prescriptions	4501	4213	4254	4370	17,338	53,000	13,250	4,526

Key

0	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%

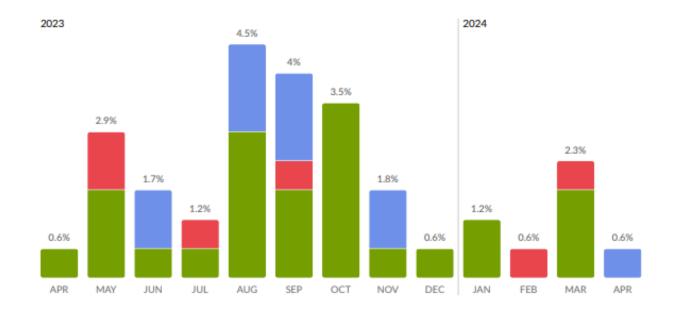


COO – Turnover Report YTD













CFO

Coryelle Rogers

May 28, 2024



CFO - Financials

- > Financial Statements
- **≻**Key Performance Indicators
- **≻**Revenue Cycle Update



Ferry County Public Hospital District

Consolidated Income Statement

Year to Date April 30, 2024

Actuals	Budget	Var#		Actuals	Budget	Var%	Var\$
			Operating revenue:				
2,420,381	2,106,945	313,436	Gross patient service revenue	8,969,197	8,826,472	2%	142,725
(895,541)	(779,569)	(115,972)	Contractual allowances and provisions for uncollectible accounts	(3,181,486)	(3,265,793)	-3%	84,307
1,524,840	1,327,376	197,464	Patient service revenue - (Net contractual allowances)	5,787,711	5,560,678	0%	
77,085			Centriq Patient Revenue	77,085	-		
275,035	268,508	6,527	Drug Store gross revenue	1,075,127	1,102,000	-2%	(26,873)
 66,956	72,139	(5,183)	Other operating revenue	266,758	361,478	-26%	(94,720)
\$ 1,943,916 \$	1,668,023 \$	275,893	Total operating revenue	\$ 7,206,680 \$	7,024,156	3%	182,524
			Operating expenses:				
1,005,547	1,016,950	11,403	Salaries and wages	4,215,154	4,030,039	-5%	(185,115)
240,266	197,157	(43,109)	Employee benefits	968,453	820,514	-18%	(147,939)
161,243	98,000	(63,243)	Professional fees	328,929	374,718	12%	45,789
244,770	270,909	26,139	Supplies	1,110,646	1,238,970	10%	128,324
22,772	15,234	(7,538)	Purchased services - Utilities	100,568	88,357	-14%	(12,211)
158,420	109,613	(48,807)	Purchased services - Other	521,144	449,896	-16%	(71,248)
14,622	12,360	(2,262)	Insurance	62,500	49,441	-26%	(13,059)
43,045	41,662	(1,383)	Other	135,814	166,340	18%	30,526
1,750	2,545	795	Rent	7,418	9,771	24%	2,353
132,838	83,439	(49,399)	Depreciation	380,193	326,819	-16%	(53,374) a
\$ 2,025,273 \$	1,847,869 \$	(177,404)	Total operating expenses	\$ 7,830,819 \$	7,554,865	-4%	(275,954)
(81,357)	(179,846)	(98,489)	Gain (loss) from operations	(624,139)	(530,709)	18%	(93,430)
\$ 75,223 \$	53,498 \$	(21,725)	Total nonoperating revenues (expenses) - Net	\$ 407,517 \$	219,929	85%	187,588
(6,134)	(126,348)	(120,214)	Increase (decrease) in net position	(216,622)	(310,780)	-30%	94,158
(0.00)	(0.08)			(0.03)	(0.04)		

Notes to Financials:



a. Depreciation catch up of \$53k year to date for Meditech implementation. This is when we begin to realize the dollars associated thru CMS.

Ferry County Public Hospital District No. 1

Consolidated Balance Sheet Year to Date April 30, 2024

Assets		April		March	
Current assets:					
Cash and cash equivalents	\$	2,381,542	Ś	2,948,680	Ś
Receivables:	•	_,,	•	_,,	•
Centrig Gross Accounts Receivable		1,029,394		1,043,427	
		(1,029,394)		2,0 .0, .2,	
Meditech Gross Accounts Receivable		8,163,925		7,995,224	
Contractual allowance		(3,020,652)		(1,458,394)	
Patient AR - Net		5,143,273		7,580,257	
Tuteric Aix - Nec		3,143,273		7,500,257	
Taxes		170,623		315,308	
Estimated third-party payor settlements		(14,182)		(14,182)	
Other		24,795		48,976	
Inventories		550,414		542,289	
Prepaid expenses		184,113		194,701	
Frepaid expenses		104,113		134,701	
Total current assets	\$	8,440,578	\$	11,616,029	\$
Total carrent assets	Ψ	5,115,575	Ψ	11,010,023	Υ
Capital assets:					
1749.79	\$	47,282	Ś	47,282	Ś
Depreciable capital assets - Net of accumulated depreciation	,	6,076,472	•	6,044,453	•
Construction in Progress		145,853		110,059	
001101110111111111111111111111111111111		1.0,000		110,000	
Total capital assets	\$	6,269,607	\$	6,201,794	\$
::: ::::::::::::::::::::::::::::	· ·	0,200,007	Υ	0,202,.04	Υ
TOTAL ASSETS	\$	14,710,185	\$	17,817,823	\$

Liabilities	April	March	_
Current liabilities:			
Accounts payable	484,050	527,503	
Payroll and related expenses	1,192,215	1,083,178	
Other Current Liabilities	525,628	875,470	
Total current liabilities	\$ 2,201,893	\$ 2,486,151 \$	
Noncurrent liabilities:			
Long term debt	\$ 1,930,000	\$ 1,930,513 \$	
Capital lease obligations - Less current portion	20,445	20,445	
Total noncurrent liabilities	1,950,445	1,950,958	
Total liabilities	\$ 4,152,338	\$ 4,437,109 \$	
Net position:			
Current Year Earnings	(216,622)	(227,724)	
Equity Accounts	10,774,469	13,608,438	
Total net position	\$ 10,557,847	\$ 13,380,714 \$	
TOTAL LIABILITIES AND NET POSITION	\$ 14,710,185	\$ 17,817,823 \$	



CFO – Key Performance Indicators



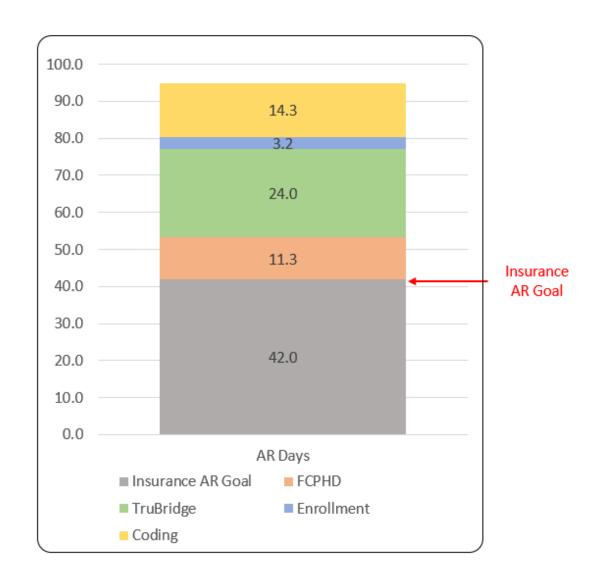
FINANCE DASHBOARD Ferry County Public Hospital District #1 April 30, 2024

Profitability		Jan	Feb	Mar	Apr	YTD	Target	Variance	2023
Revenue Deductions % of Gross Revenue		37%	37%	35%	35%	36%	37%	1%	36%
Salaries % Gross Patient Revenue		46%	43%	49%	47%	46%	39%	-7%	36%
Benefits % of Salary Expense		21%	23%	23%	23%	22%	23%	1%	21%
Net Income									
Operating Margin		-7%	-8%	2%	0%	-4%	-4%	0%	3%
Cash and Liquidity									
Days Cash on Hand		59.9	57.4	49.1	39.7	57.0	85.0	(28.0)	65.0
Days Cash in AR		107.1	105.7	108.9	110.5	107.0	53.0	(54.0)	89.0
Current Ratio		5.3	4.8	4.7	3.8	5.0	1.0	4.0	4.5
Debt to Equity		0.2	0.3	0.3	0.4	0.2	1.0	0.8	0.2
Claims Processing and Coding					_	<u> </u>			
# Accounts on Hold		237	174	84		0	200	200	650
Net AR Days		61	116	113		61	45	(74)	85
Unbilled AR		722,229	817,382	629,796	994,721	994,721	1,000,000	5,279	524,307
GROSS AR - MEDITECH		7,004,996	6,384,449	6,687,246	6,632,525	6,632,525	4,500,000	(2,132,525)	5,637,360
Key									
Meets or exceeds budget/target									
Does not meet budget/target expectations									
Does not meet budget/target expectations	by greate	er than 5%							

Revenue Cycle Update

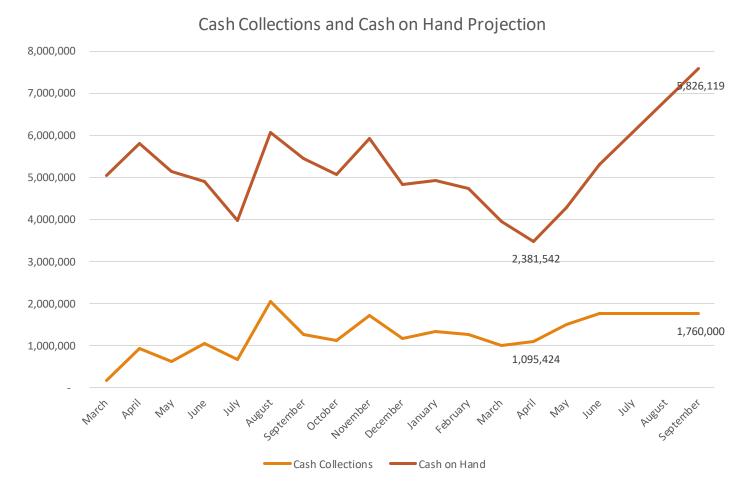
Below are the target focus areas identified that if resolved will reduce the AR by 52.8 Days

AR Reduction Areas		Total	AR Days	Owner
DR. Bell Provider Enrollment	\$	232,603	3.2	Enrollment
No Authorization	\$	391,002	5.4	FCPHD
Adjustment Requests	\$	354,301	4.9	FCPHD
Wendy Wilkins Appeals	\$	69,054	1.0	FCPHD
Meditech AR Clean-Up	\$	1,206,177	16.7	TruBridge
Centria Sunset	\$	530,973	7.3	TruBridge
Coding Review Requests	\$	624,344	8.6	Coding
Coding Clean-Up	\$	412,406	5.7	Coding
TOTAL AR Reductions Needed	\$	3,820,861	52.8	

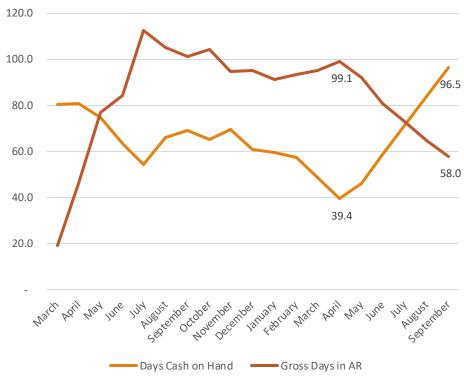




Q3 Cash Outlook

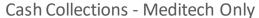


Cash on Hand & AR Days Projection

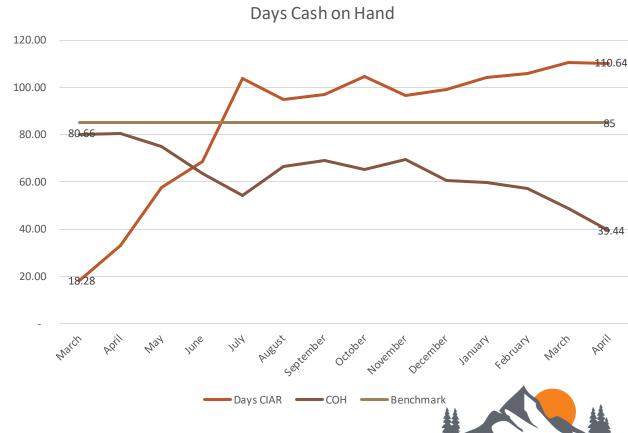




Revenue Cycle Update



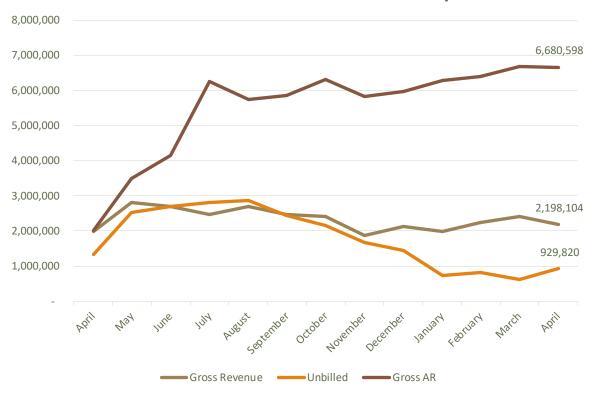




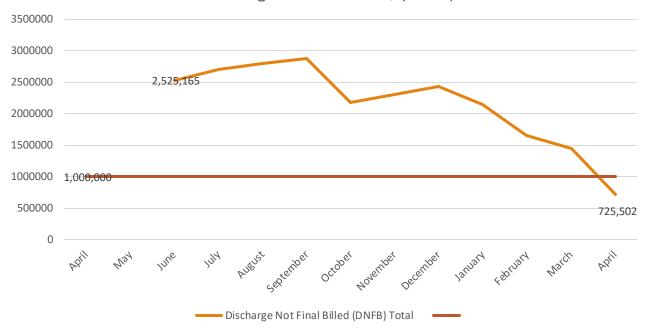
Ferry County Health

Revenue Cycle Update

Gross Dollars in AR - Meditech Only



Discharged Not Final Bill \$ (DNFB)





Medical Staff Report



CEO 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

May 28, 2024



CEO

> Follow Up

- Commerce Grant Received funding!
- Rural Resources update Had to wait for a prosecutor to be named for sign to sign off. Should get that this week. We have begun painting/wiring.
- Drugstore contracting Fixed and all (I think) insurances have verified. Sent a statement to the paper, Facebook and our website.
- All staff meeting agenda attached

≻Coming Up

- Research into AI and how we can utilize innovatively
- 340b workgroup kicking off
- Implementing patient portal payment avenue for seamless transition
- Delegated credentialing
- MIH update



People

Employee engagement survey – Overall Score 68%

These employees may have enough motivation to get the job done, but their commitment to the work and the company is not optimal. While they may be open to learning, they may also complain or show disinterest in addressing issues or problems. This is the standard level.

Highlights

Teamwork and General Satisfaction are high Sharing of finance and Safety are still a concern

Immediate Actions

Communication Task force
Fun with Finance in Data Dump





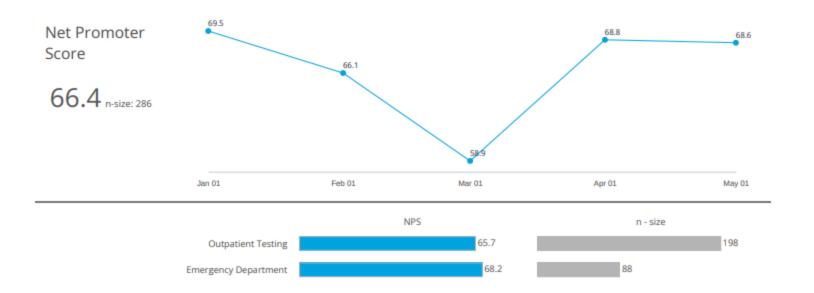
Patients – Overall Satisfaction



Human understanding **Experience Overview**

Areas of Focus:

- Trust and Respect
- Registration Process
- Care providers spent time and explained things
- Informed of Delays and/or when to expect information





Master Facility Plan

- Finance Infrastructure
 - Contracts Questions and Answers
 - Resolutions (Attached)
 - Timeline



CEO

≻Need to Know

- Community Relations and Outreach:
 - Rural Health Enterprise going strong. Starting a staffing company to provide Nursing, and interim executive staff to begin.
 - MIH/Healthy Ferry County Feasibility presented by CFO
 - Spoke with WBP in Wenatchee. Update on rural health, the state of workforce issues, how can they help, and a robust Medicare/Med Advantage discussion.
- Payer Updates:
 - New Healthy Options plan for undocumented persons coming. This program has been identified as serving 13,000 patients, although 100,000 eligible people have been identified as qualifying.







