



BOARD OF COMMISSIONERS' MEETING

June 21, 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	
<ul style="list-style-type: none"> • Minutes 5.23.23 Board Meeting • Minutes 6.15.23 Special Board Meeting • Approval of Warrants • Financial Write-Off Report 		
Correspondence	Nancy Giddings	
Public Comments	Nancy Giddings	
<ul style="list-style-type: none"> • Friends of Republic Library 		
EHR Report	Karen Quinnell	
Environment of Care/ Safety Update	Adam Volluz	
Compliance Report	Spencer Hargett	
Department Spotlight - Maintenance	Tyler Orestad	
CNO Report/ Quality Improvement	Mike Martinoli	7-12
COO Report	Debbie DeCorde	13-18

Medical Staff Report	Richard Garcia, MD	19
CEO/CFO Report	Jennifer Reed	20-27
Old Business	Nancy Giddings	
<ul style="list-style-type: none"> • Board QI Project • Health Foundation • Strategic Planning • Airport update 		
Board Representative Reports		
<ul style="list-style-type: none"> • 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 for New Appointment of Active Medical Staff privileges for the following provider:		
<ul style="list-style-type: none"> ○ James Maeda, MD 		
Request for appointment of Courtesy Medical Staff privileges by proxy for Integra Imaging Provider/s:		
<ul style="list-style-type: none"> ○ Paul Anderson, MD ○ Cory Rasmussen, MD ○ Alexander Kurdi, MD ○ Nathan Doyle, MD ○ George Keng, MD ○ Chen Yin, MD 		
EMS	Nancy Giddings	
New Business		
<ul style="list-style-type: none"> • Facility Update/Master Plan 	Nancy Giddings	
Executive Session- if applicable	Nancy Giddings	
<i>Pursuant to RCW 42.30.110(1)(g) - Performance of a Public Employee.</i>		
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 July, 25, 2023 @ 10:30 am in the HUB Conference Room



**BOARD OF COMMISSIONERS' MEETING
May 23, 2023**

CALL TO ORDER: Board Chair Nancy Giddings called the meeting of the Board of Commissioners to order at 10:30 am, on May 23, 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; (zoom); Amber Gangon, Executive Coordinator; Justin Ricard, Radiology; Adam Volluz, Facilities Manager; Karen Quinnell, Informaticist; and James Davidson, IT Manager (zoom) were also present.

GUESTS: John Stensgar of Keller, WA

QUORUM ESTABLISHED: A quorum was present.

REVIEW, AMEND, ACCEPT AGENDA: A motion was made by Krausse and seconded by Jannot to amend the agenda as written to remove approval of the Medical Staff Bylaws at this time. The motion passed unanimously.

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

CORRESPONDENCE: Giddings read community correspondence.

PUBLIC COMMENTS: None

EHR REPORT: Quinnell gave her report

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

COMPLIANCE REPORT: No report.

DEPARTMENT SPOTLIGHT: Justin Ricard, Radiology, gave a department spotlight report.

Giddings called for a break in session at 11:40 am. Open session resumed at 11:49 am.

CNO REPORT: Martinoli gave CNO Report.

Giddings called for a break in session at 12:23 pm. Open session resumed at 12:46 pm.

COO: DeCorde gave COO report.

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

CEO & CFO REPORT: Reed gave her report.

FINANCIAL REPORT: Reed gave her financial report.

OLD BUSINESS:

- **Board QI Project:** Selected Maintenance Department for June.
- **Facility Update/Master Plan:** Master Facility Special Board Meeting scheduled for June 15, 2023.
- **Health Foundation:** No meeting to report.
- **Strategic Planning:** Reporting will now be quarterly, with next report due at July 25, 2023 meeting.

- **Airport update:** Construction has begun and they are on target to meet the completion deadline. Still need funding for possible weather station and its yearly maintenance.

BOARD REPRESENTATIVE REPORTS:

- **Finance:** Nothing to report.
- **Quality Improvement:** Next meeting May 30th.
- **Compliance/Risk Management:** Met Friday, May 19th. No Board concerns.
- **Medical Staff:** Approved bylaws, but the Board has questions. Providers to review and amend if needed, then bring before the Board again for approval.
- **Credentialing:** Nothing to report.
- **EMS:** Nothing to report.

NEW BUSINESS:

- **HR Orientation Schedule** – 5/24/23 – Sarah to attend
6/06/23 – Nancy to attend
6/20/23 – DiAnne to attend
7/05/23 – TBD at next BOC Meeting
7/18/23 – Jody to attend
- **Pharmacy (CVS/Caremark)** – Notice has been posted on the website and FB account. Letters to be sent to affected clients and information sent to staff to better assist those clients.

ADJOURNMENT: As there was no further business the meeting was adjourned at 2:47 pm.

Nancy Giddings, Chair	Date	DiAnne Lundgren, Secretary	Date
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Amber Gangon, Recording Secretary	Date
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Ferry County Health

**BOARD OF COMMISSIONERS’ SPECIAL MEETING
June 15, 2023**

CALL TO ORDER: Chair Nancy Giddings called the Special Meeting of the Board of Commissioners to order at 12:02 p.m. on June 15, 2023 in the HUB conference room at Ferry County Health. Commissioners in attendance were Nancy Giddings, Ronald Bacon (zoom), DiAnne Lundgren, Sarah Krausse and Jody Jannot. Jennifer Reed, CEO, Debbie DeCorde, COO, Adam Volluz, Facilities, Amber Gangon, Executive Coordinator, Dawn Fritts, Nursing, Dr. Artzis, and guests David Johnson (presenting) and Matt Ellis were also present.

QUORUM ESTABLISHED: A quorum was present.

MASTER FACILITY PLAN WORKSHOP: David Johnson presented update to Master Facility Plan.

OPEN SESSION: Not Applicable

ADJOURNMENT: As there was no further business the meeting was adjourned at 1:52 p.m.

Nancy Giddings, Chair Date

DiAnne Lundgren, Secretary Date

Amber Gangon, Recorder Date

Board Report

June 21, 2023



CNO Report

Mike Martinoli

June 21, 2023



CNO

➤ Follow-up

- **Nursing Skills Day**—Recap of education
- **PHAB**—Progress update for FCH to become a state NAC skills testing site



CNO

➤ Need to Know

- Community COVID activity update
- Nurse Scheduler App—connection to department communication goals
- Hospital TV changes—new gear for patient activities



CNO

➤ Coming-up

- **CHIP (Community Health Improvement Plan)**—collaboration with NETCHD
- **NAC Class**—anticipating community advertisements for fall class
- **Swing Bed**—case management luncheon set for 6/22/23 at Confluence Wenatchee
- **Resident Garden**—new wheelchair planter



CNO

Nursing Volume Data:

- May 2023

		Current Month			
		Current Total	Target	Variance	Prior Year
1 Acute Care Patient Days	●	11	18	(7)	16
2 Skilled Swing Bed Patient Days	●	113	80	33	107
3 Non-Skilled Long Term Care Patient Days	●	280	304	(24)	209
4 Observation/Short Stay Hours	●	168	197	(29)	211
5 Admissions	●	4	6	(2)	4
6 Average Length of Stay (ALOS)	●	2.75	3.00	0	2.70
7 Outpatient # Visits	●	80	61	19	863
8 ED # Visits	●	214	184	30	124
9 Emergency Admit to Inpatient	●	1.87%	2.80%	(0)	2.00%
10 Outpatient Procedures/Treatment #Patients	●	52	21	31	13



QI Committee Report

➤ Upcoming:

- Q2 Provider Peer Review scheduled for this Friday, 06/22/2023
- PFAC (Patient and Family Advisory Council)
 - Community engagement and recruitment update—pfac@fcphd.org



COO Report

Debbie DeCorde

June 21, 2023



COO

➤ Follow-up

- Prospector's Day Success – maybe not the weather
- Laboratory Health Inspection Report out
- Union bargaining continues
- Employee Council Silent Auction
 - ❖ Summer themed baskets – earned \$1,700
 - ❖ Payday BBQs sponsored by council started
- Republic Drug Store (RDS) Caremark status
 - ❖ Anticipate pre-deadline resolution
 - ❖ RDS Sidewalk Sale success



COO

➤ Coming Up

- Dr. Maeda ramping up patient panel
- Biannual RHC Evaluation – committee formation and project in process
 - ❖ Results will be presented to the board when completed
- Wait lists project
 - ❖ 17 Rehab referrals, (5 month record high treatments)
 - ❖ Medical clinic
 - ❖ Laboratory, Lab, ALF, Drug Store
- Wheelchair scale



COO

➤ Need to Know

- Locums recruitment for RMC walk-in coverage in the decision process
- Drug Store sidewalk sale
- Drug Store staffing
- Five consecutive months of record therapy treatment numbers
- New scale in ALF – not suited for the original purchasing department
- HR recruiting and orientation updates

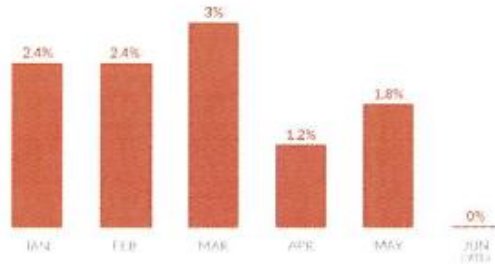
➤ Q&A



COO – Turnover Report

2022

2023



Jan 2023 - Jun 2023

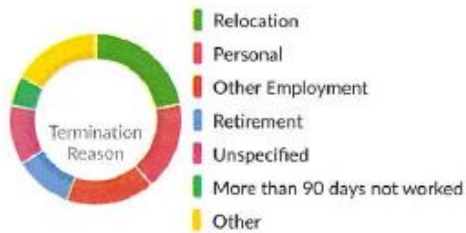
10.7% 18 people
Total Turnover

1.8% 3 people
Average Monthly Turnover



Termination Reason

View Details



Termination Type

View Details



Length of Service

View Details



COO - Volumes

		Current Month			Prior Year
		Current Total	Target	Variance	
11 Republic Clinic #Visits	●	830	877	(47)	669
12 Physical Therapy Visits	▲ ●	468	420	48	1063
13 Imaging Visits	●	384	350	34	369
14 Lab # Billable Tests	●	2420	2268	152	2309



Medical Staff Report

Dr. Garcia

June 21, 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

June 21, 2023



Follow-up

➤ Follow-up

- Airport – Finishing up.
- Master Facility Plan – Need to decide whether we should move forward with a financial person to help. I recommend, mainly for the coordination of the "bridge" loan for financing and also that the USDA likes people that have been through the process.
- Telehealth equipment has been purchased and reimbursement is on the way.
- Pharmacy CVS Caremark issue update – working through the ownership transfer
- Meeting with PHD Executive Director
- Mobile Integrated Health Unit update



CEO/CFO

- Coming Up
 - Chelan!
 - Union Negotiations – Second session coming up the 22nd and 23rd.
- Need to Know
 - Legislation
 - ❖ See WSHA summary
 - DEA
- Q&As



CEO/CFO-Financials

- Income Statement and Balance Sheets
- Key Performance Metrics



Ferry County Health
 Combined Income Statement
 For the period ending May 31, 2023

Actual	Budget	\$ Variance		YTD Actual	YTD Budget	\$ Variance
			OPERATING REVENUES			
2,631,354	2,466,429	164,925	Gross patient service revenue	11,232,128	12,332,138	(1,100,010)
(1,001,058)	(813,321)	(187,737)	Deductions from Revenue	(3,570,958)	(4,066,605)	495,647
1,630,296	1,653,108	(22,812)	NET PATIENT REVENUES	7,661,170	8,265,533	(604,363)
300,375	239,918	60,457	Gross Drugstore Revenues	1,379,833	1,199,593	180,240
126,514	54,060	72,454	Other operating revenue	483,949	270,304	213,645
<u>\$ 2,057,185</u>	<u>\$ 1,947,086</u>	<u>\$ 110,099</u>	TOTAL OPERATING REVENUE	<u>\$ 9,524,952</u>	<u>\$ 9,735,430</u>	<u>\$ (210,478)</u>
			OPERATING EXPENSES			
913,179	896,257	(16,922)	Salaries and wages	4,640,222	4,481,283	(158,939)
211,912	214,815	2,903	Employee benefits	1,027,320	1,074,068	46,748
34,949	60,366	25,417	Professional fees	379,210	301,833	(77,377)
222,573	289,486	66,913	Supplies	1,353,461	1,447,409	93,948
12,684	24,316	11,632	Purchased services - Utilities	122,660	121,585	(1,075)
153,974	128,351	(25,623)	Purchased services - Other	777,940	641,755	(136,185)
4,414	13,945	9,531	Insurance	53,362	69,724	16,362
28,092	51,623	23,531	Other	235,407	258,093	22,686
21,491	20,800	(691)	Rent	109,802	104,000	(5,802)
83,055	81,824	(1,231)	Depreciation	411,063	406,110	(4,953)
<u>1,686,322</u>	<u>1,781,783</u>	<u>95,460</u>	TOTAL OPERATING EXPENSES	<u>9,110,448</u>	<u>8,905,860</u>	<u>(204,587)</u>
370,863	165,303	205,560	GAIN/(LOSS) FROM OPERATIONS	414,504	829,570	(5,891)
			NONOPERATING REVENUE & EXPENSE			
30,370	34,336	(3,966)	Property taxes	159,533	34,336	125,197
(2,953)	(2,120)	(833)	Interest expense	(15,833)	(2,120)	(13,713)
-	-	-	Grants and donations	3,289	-	3,289
23,312	-	23,312	Other	94,705	-	94,705
50,729	32,216	18,513	TOTAL NONOPERATING REVENUE & EXPENSE	241,694	32,216	209,478
<u>421,592</u>	<u>197,519</u>	<u>224,073</u>	INCREASE/(DECREASE) IN NET POSITION	<u>656,198</u>	<u>861,786</u>	<u>203,587</u>



Ferry County Health
 Combined Balance Sheet
 For the period ending May 31, 2023



ASSETS	May-23	Apr-23	\$ Variance	May-22	LIABILITIES AND NET POSITION	May-23	Apr-23	\$ Variance	May-22
CURRENT ASSETS					CURRENT LIABILITIES				
Cash and cash equivalents	\$ 4,429,722	\$ 4,758,054	\$ (328,332)	\$ 8,202,175	Accounts payable	229,795	358,411	128,616	723,727
Receivables:					Payroll and related liabilities	948,202	911,986	(36,216)	460,754
Gross AR	9,295,739	8,383,215	\$ 912,524	4,671,689	Other Current Liabilities	1,392,960	1,361,605	(31,355)	1,953,168
Contractual allowance	(2,776,512)	(2,596,015)	\$ (180,497)	(1,492,350)	TOTAL CURRENT LIABILITIES	\$ 2,570,957	\$ 2,632,002	\$ 61,045	\$ 3,137,649
Patient AR - Net	6,519,227	5,787,200	732,027	3,179,339	LONGTERM LIABILITIES				
Taxes Levy	138,765	166,807	\$ (28,042)	136,062	Long term debt	1,515,725	1,515,725	-	2,132,946
Estimated third-party payor settlements	-	-	\$ -	-	Capital lease obligations - Less current portion	1,133	3,598	2,465	32,849
Other	50,668	50,668	\$ -	179,437	TOTAL LONGTERM LIABILITIES	1,516,858	1,519,323	2,465	2,165,795
Inventories	548,173	540,850	\$ 7,323	480,962	NET POSITION				
Prepaid expenses	182,218	177,585	\$ 4,633	129,349	Current Year Earnings	656,196	234,604	421,592	926,093
TOTAL CURRENT ASSETS	\$11,868,773	\$ 11,481,164	\$ 387,609	\$ 12,307,324	Net Equity Accounts	13,764,208	13,764,208	-	12,756,043
CAPITAL ASSETS					TOTAL NET POSITION	14,420,404	13,998,812	\$ 421,592	13,682,136
Nondepreciable capital assets	47,282	47,282	\$ -	27,282	TOTAL LIABILITIES AND NET POSITION	\$18,508,219	\$ 18,150,137	\$ 358,082	\$ 18,985,580
Depreciable capital assets - Net of accumulated	6,178,968	6,228,518	\$ (49,550)	6,558,727					
Construction in Progress	413,196	393,173	\$ 20,023	92,248					
TOTAL CAPITAL ASSETS	\$ 6,639,446	\$ 6,668,973	\$ (29,527)	\$ 6,678,257					
TOTAL ASSETS	\$18,508,219	\$ 18,150,137	\$ 358,082	\$ 18,985,580					

CEO/CFO-Key Performance Indicators

		Current Month			
		Current Total	Target	Variance	Prior Year
Profitability					
14 Revenue Deductions % of Gross Revenue	●	32%	38%	6%	37%
15 Salaries % Gross Patient Revenue	●	42%	34%	-8%	33%
16 Benefits % of Salary Expense	●	22%	24%	2%	31%
17 Bad Debt % Gross Patient Revenue	●	3%	2%	-1%	2.30%
18 Charity % Gross Patient Revenue	●	4.2%	3%	-2%	0.27%
19 Total Salary Expense	●	\$ 913,179	\$ 824,547	(88,632)	\$ 599,825
Net Income					
20 Hospital/Clinic and Klondike Hills	●	\$ 421,592	\$ 197,519	224,073	\$ 684,809
21 Budget vs. Actual Gross Profit Margin	●	5.84%	7.09%	1%	0.00%
22 Medical Clinic					
Cash and Liquidity					
23 Days Cash on Hand	●	85	78	7	134



