FERRY COUNTY PUBLIC HOSPITAL DISTRICT #1
dba Ferry County Memorial Hospital (509) 775-3333 fax 775-3866
Republic Medical Clinic (509) 775-3153 fax 775-8929
Curlew Medical Clinic (509) 779-4049 fax 779-4004
Physical Rehab Therapy (509) 775-8400 fax 775-8401
Klondike Hills Assisted Living (509) 775-8228 fax 775-8402
Improving Health - Saving Lives

BOARD OF COMMISSIONERS' MEETING
August 18, 2016

CALL TO ORDER: Chair Betschart called the meeting of the Board of Commissioners to order at 1:01 p.m. on August 18, 2016, in the HUB conference room of Ferry County Memorial Hospital. Commissioners in attendance were Ronald Bacon, DiAnne Lundgren, David Iverson and Nancy Giddings. Aaron Edwards, CEO; Deb Hurst, Controller; Ken Ward, QHR Regional Associate VP Finance Practice; Cindy Braley, Clinic Manager, Julie Harmon, Associate ALF Manager; Terali Stonehocker, Compliance; Mike Jager, Maintenance Manager; Paul Schoenfelder, CNO; Adam Volluz, Imaging Manager; and Lacy Sharbono Executive Assistant, were present.

QUORUM ESTABLISHED: A quorum was present.

REVIEW, AMEND, ACCEPT AGENDA: A motion to accept the agenda was made by Lundgren, and seconded by Giddings. The motion passed unanimously.

VISITORS: Nancy McIntyre

WORKSHOP:
- Imaging: Adam reviewed the attached report.

APPROVAL OF CONSENT AGENDA: A motion to approve the consent agenda with corrections to the 7/21/16 meeting minutes to remove "part time activities director" on the first page as "part time" was not stated. Also correct the 8/4/16 Special Board meeting minutes to put Security instead of Maintenance for Coley Helms for the resolution 2016#6 was made by Bacon and seconded by Giddings. The motion passed unanimously.

QUARTERLY QUALITY IMPROVEMENT OVERVIEW: Stonehocker reviewed the attached report. She noted the following additions;
- Patty Slagle had the State Board of Pharmacy inspection. Out of 100 points we received 97 points. One point was taken because per the USP797 the multi-dose vial use bottles need to have the "use by" date. We had the "open date" listed on the bottles. The second point was taken because the outpatient prescriptions must have our District label not the Republic Pharmacy label. The last point was taken because Patty was not aware that by accessing the patient chart, the patient's chronic conditions history and allergies can be reviewed at the same time as Pharmacy profile.
- The HCHAP for the second quarter reported our quietness maintained 50%. We increased from 25% to 100% on communication with the nursing staff and providers.

MEDICAL STAFF: No report.

OLD BUSINESS:

- VA Services: Aaron Edwards had a meeting with Cathy McMorris Rogers and spoke to her about our VA concerns. Gretchen Halbach has been working with the VA as well.
- Strategic Plan: Aaron will be reviewing the plan and the Board will have a Workshop to discuss the plan.
- Activities: Leslie and Edwards researching cost for an Activities Director and any other options to improve the Districts activity program.
- QI Project: The Board will be having a luncheon with the providers September 28th.
- QHR Contract: Lundgren stated the QHR contract committee met two times to discuss the contract and needs in the future. They also received input from the managers via a survey monkey. The recommendation from the committee is to not continue with the contract.

A motion was made by Iverson and seconded by Lundgren to approve the committee's recommendation to terminate the QHR contract. The motion passed unanimously. QHR will be notified.

- Board Bylaws: The Board members will be reviewing the bylaws and evaluate the process of the Board and Medical Staff roles.

ALF MANAGER REPORT: Harmon reviewed the attached report. She added that QHR will be on September 7th and 8th to work on a mock survey. She has also been working on continue education classes.

CLINIC MANAGER: Braley reviewed the attached report. She noted the following:

- The HIM department is still waiting for the QHR assessment report.
- As of October 1st Rural Health Clinics can charge for RN and LPN home health services.
- A nurse from the clinic will be taking a wound care certification.

Betschart called for a 15 minute break at 3:07 p.m. Open session continued at 3:23 p.m.

CHIEF NURSING OFFICER: Schoenfelder reviewed the attached report.

CHIEF FINANCIAL OFFICER: Deb Hurst reviewed the attached report. She noted the following;

- Kelly has been busy with the GL, payroll and AP build for Healthland.
- We will go live with Rycan in 60 days.
- Still working with FEMA to receive money from the fires last summer.
- Starting the budget process for 2017.
- State auditor to schedule in the next quarter.

HUMAN RESOURCES: The Board reviewed the attached report. Giddings noted she really likes the exit interview reports.

CHIEF EXECUTIVE OFFICER: Edwards review the attached report. He noted the following;

- Signed a contract with Merritt Hawkins for 2 Mid-Levels.
- Working on training ideas for managers.
- Met with Grand Coulee Medical CEO and we would like to discuss group training with their facility.
- Will be meeting with the Managers about the 2015 employee survey results.

BOARD REPRESENTATIVE REPORTS:

- Finance: No Board concerns.

- Quality Improvement: The next meeting is 8/22/16.
- Compliance/Risk Management: No Board concerns.
- Medical Staff: No Board concerns.
- Credentialing: No meeting this month.
- EMS: Betschart noted they are making great strides and the morale is up.
- ACH: The group is working on the Mission and Vision statement. They are planning a health fair at the school this fall. Lundgren noted Janine Koffel has resigned from the RRAD and that the RRAD has a $109,000.00 grant that will need to be utilized. To use the funds the coalition will need to have a prevention focus.

QUORUM HEALTH RESOURCES (QHR): Ken Ward noted the following;

- The HIM assessment report will come out next week.
- Working on charge master review.
- The ALF mock survey will be at the beginning of September.
- Lacy will have Medical Staff Credentialing support.

NEW BUSINESS:

- Hot Topic: No Board Concerns.
- View Extra Article: Topic to be "New Providers" and will be started by Iverson and Giddings.
- Community Meetings: No Board concerns.
- OPMA: Lacy will check with Kelly to see who needs to take the training.
- Regular Board meeting time change: The September regular board meeting will be moved to September 20th at 1:00 p.m. in the HUB Conference room.
- Ferry County Health Coalition MOU: Discussion ensued.
- Workshop Dates:
  - September 28th at 9:30 a.m. in the Hospital Conference room to go over Board Bylaws. At 12:30 p.m. the Board will meet with the Providers for a luncheon.
  - October 11th at 10:00 a.m. in the HUB Conference room to go over the Strategic Plan.
  - November 15th at 10:00 a.m. in the HUB Conference room to go over Conferences.

PUBLIC COMMENTS: Nancy McIntyre stated she applauded the Board for canceling the QHR contract.

EXECUTIVE SESSION: Executive Session was called at 5:59 p.m. until 6:45 p.m. regarding performance of a public employee. RCW 42.30.110(1)(g). The Board returned to open session at 6:45 p.m. No action taken.

ADJOURNMENT: As there was no further business the meeting was adjourned at 6:45 p.m.

Nancy Betschart 9-20-16
Nancy Betschart, Chair Date

DiAnne Lundgren 9/20/16
DiAnne Lundgren, Secretary Date

9/20/16
Lacy Sharbono Date