



Ferry County Health

BOARD OF COMMISSIONERS' MEETING

October 24, 2023 @ 9:00AM in the HUB

<https://us06web.zoom.us/j/89584329356?pwd=Y0dZT1VldmNkV2JMZ09MRVROalZvQT09>

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.”

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>		
Interview Board Candidate	Nancy Giddings	
Executive Session (if necessary)	Nancy Giddings	
<i>Evaluation of candidate qualifications RCW §42.30.110(1)(h)</i>		
Open Session – Action, if applicable regarding executive session	Nancy Giddings	
Approval of Consent Agenda	ACTION	Nancy Giddings
<ul style="list-style-type: none"> • Minutes 9.26.23 Board Meeting • Minutes 10.20.23 Special Board Meeting • Approval of Warrants • Financial Write-Off Report 		
Correspondence	Nancy Giddings	
Public Comments	Nancy Giddings	
EHR Report	Karen Quinnell	
Environment of Care/ Safety Update	Adam Volluz	
Compliance Report	Spencer Hargett	

Lab Survey Findings Report	Christina Beckwith	
Department Spotlight – Republic Medical Clinic	Julia Santana, CMA	
CNO Report/ Quality Improvement	Mike Martinoli	7-12
COO Report	Debbie DeCorde	13-22
Medical Staff Report	Richard Garcia, MD	23
CEO/CFO Report	Jennifer Reed	24-32
Old Business	Nancy Giddings	
<ul style="list-style-type: none"> • Board QI Project • Health Foundation • Republic Drug Store - Reader board • Board Vacancy-Keller • Facility Update/Master Plan • New Hire Orientation Schedule <ul style="list-style-type: none"> ○ 11/07 – ○ 11/21 – 		

Board Representative Reports

- | | |
|--|---|
| <ul style="list-style-type: none"> • Finance • Quality Improvement • Compliance/Risk Management • Medical Staff • Credentialing | Ron Bacon/Sarah Krausse
DiAnne Lundgren
Ron Bacon/Sarah Krausse
Nancy Giddings/DiAnne Lundgren
DiAnne Lundgren/Nancy Giddings |
|--|---|

Request for Reappointment of Courtesy Privileges for the following provider:

- Kyle Rattray, MD

EMS	Nancy Giddings
New Business	Nancy Giddings
Executive Session	Nancy Giddings
<i>Performance of a public employee - Pursuant to RCW §42.30.110(1)(g)</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 November 28, 2023 @ 10:30 am in the HUB Conference Room



**BOARD OF COMMISSIONERS' MEETING
September 26, 2023**

CALL TO ORDER: Board Chair Nancy Giddings called the meeting of the Board of Commissioners to order at 9:01am am, on September 26, 2023 in the HUB and via Zoom.

Commissioners in attendance were Nancy Giddings, Sarah Krausse and DiAnne Lundgren. Jennifer Reed, CEO/CFO; Debbie DeCorde, COO; Mike Martinoli, CNO; Spencer Hargett, Compliance (zoom); Amber Gangon, Executive Coordinator; Adam Volluz, Facilities Manager; Karen Quinnell, Informaticist (zoom); James Davidson, IT Manager (zoom); Wendy Johnson, RN; and Lacy Sharbono, HR Coordinator (zoom), were also present.

GUESTS: Nancy Churchill of Republic.

QUORUM ESTABLISHED: A quorum was present.

REVIEW, AMEND, ACCEPT AGENDA: A motion was made by Lundgren to amend the agenda to add the Employee Council to new business and was seconded by Krausse to amend the agenda as stated. The motion passed unanimously.

INTRODUCTION OF THE BOARD AND GUESTS: Introductions were made.

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

CORRESPONDENCE: Giddings read community correspondence and Employee Council request letter.

PUBLIC COMMENTS: No comments.

EHR REPORT: Quinnell gave her report

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

COMPLIANCE REPORT: Hargett gave his report.

DEPARTMENT SPOTLIGHT: No department spotlight this month.

Giddings called for a break in session at 9:27 am. Open session resumed at 9:34am.

CNO REPORT: Martinoli gave his CNO Report.

COO: DeCorde gave her COO report.

EXECUTIVE SESSION: Executive Session was called at 10:05 am regarding RCW §42.30.110(i), Current or potential litigation, FCPHD CEO was asked to join the executive session. The Board requested 15 minutes. Due to technical difficulties, at 10:20 am the board requested an additional 10 minutes.

OPEN SESSION: Resumed at 10:30 am. No action was taken.

EXECUTIVE SESSION: Executive Session was called at 10:35 am regarding RCW §42.30.110(0), Quality Improvement Committee, FCPHD CEO was asked to join the executive session. The board requested 20 minutes. At 11:55 am the board requested an additional 5 minutes.

OPEN SESSION: Resumed at 11:00 am. No action was taken.

Giddings called for a break in session at 11:00 am. Open session resumed at 11:04 am.

Board Report

October 24, 2023



CNO Report

Mike Martinoli

October 24, 2023



CNO

Qinflow Fluid Warmer



➤ Follow-up

- **RN**
 - ❖ Interviewing agency staff to fill sudden NSS and noc ED vacancies--->staff moved away.
 - ❖ New product: modern blood/fluid warmer-->purchased with 2023 trauma designation funding
- **NAC Class**
 - ❖ Clinicals are about to begin with the current class!
 - ❖ Two students are expected to apply for employment--->one student plans to move away.
 - ❖ First state skills evaluation date will be 11/7/23 in the Education Room
 - ❖ Community advertisements are initiating for the next class, start date 01/07/24



CNO

➤ **Coming Up**—community engagement

- **Breast Cancer Awareness Month**

- ❖ Extensive community advertisement and promotion completed for Mammogram event.
- ❖ American Cancer Society Rural health listening session.
 - Shared difficulties with access to care, lack of continuity for annual events, and transportation barriers to obtaining regular screenings.
 - Need for a rural focused, state-wide, mobile mammography bus.



CNO

➤ Need to Know

- **Skilled Swing Bed**
 - ❖ Winter focus: maintain exceptional patient experience
 - ❖ Re-initiating monthly growth planning meetings
 - (Rehab Manager, Medical Director, CNO, NM, Activities Director, Dietician, Care Coordinator)
- **Nurse Staffing Committee-->now called 'Hospital Staffing Committee'**
 - ❖ Initiating monthly meetings
 - ❖ Management Members: CNO, CFO, Nurse Manager, Resident Care Coordinator
 - ❖ Next-Up: awaiting election of an NAC member to the Committee.



CNO

➤ **Nursing Volume Data:**

• *September 2023*

➤ One female NSS admission pending this week.

➤ Availability remains for one male NSS admit.

Hospital RN Outpatient/Wound Care Visits:

ED to Admission:

ED Transfers:



QI Committee Report

➤ Upcoming:

- Quarterly QIC Report at the November 2023 Board Meeting
- Pending scheduling of Q3 Peer Review
- Continuing discussion about resources for Provider EKG over-reads.
- Activities Coordinator is networking with other professionals via site visits.



COO Report

Debbie DeCorde

October 24, 2023



COO

➤ Follow-up

- Republic Medical Clinic
 - ❖ Flu clinics and latest COVID vaccine information
- Rehabilitation Department
 - ❖ Referral increasing, Physical Therapist Rob Gorycki returned for October through February
- Republic Drug Store
 - ❖ Pharmacy Technician program progress and future planning
- Cancer awareness month and Kinross partnership
 - ❖ Coffee shop schedule started yesterday – first 50 drinks free daily, thanks to Kinross
 - ❖ Schedule of locations - flyer handout available



COO

➤ Coming Up

- Assisted Living Facility (ALF)
 - ❖ Repairs needed
- Republic Drug Store
 - ❖ Small Business Saturday – Nov. 23, 2023
- Comment Card boxes across locations
 - ❖ Summary Data to be presented



FCPHD-wide Feedback

Every /All experiences we've had with imaging have been very pleasant. Staff is always happy to help. Exceptional Service! (Hospital)

Kevin Robinson is an imaging tech. I appreciated the care and modesty he showed while doing my echo. (Diagnostic Imaging)

The pharmacists and Cara are always pleasant and care about us. (Republic Drugstore)

These folks-Republic Drug **always** take care of me. They are kind, efficient and personal. (Republic Drugstore)

They went the extra length to get my husband his BP meds. We couldn't afford it so the Kinross Fund paid for it. Truly grateful. Thanks a million. (Republic Drugstore)

Front rude unhelpful. I take care elderly parents with no help when calling about prescription held. (Republic Drugstore)

This is a great pharmacy. Everyone is extremely helpful. (Republic Drugstore)

The waiting room needs more chairs (Rehabilitation Clinic)

Please re-open the gym for seniors to come. (Rehabilitation Clinic)

COO

➤ Need to Know

- **Drugstore**

- ❖ Upgraded Security Systems

- **HR**

- ❖ Open Enrollment starts Nov. 1st
- ❖ Continuous Improvement; Exit Interviews, Data Analytics and Employee Access to HR Team

- **Welcome**

Rob Gorycki - Rehabilitation

Mark Critchlow - Republic Drug Store

Megan Marshall - Hospital Front Desk

Bob Brown - Republic Medical Clinic

Damian Watts - Environmental Services

Ethan McCollam – Maintenance

Congratulations on your transfer position: Megan Marshall - Hospital Front Desk



Republic Medical Clinic



Jun-23	
Went to Voicemail	264
Calls Answered	3151
Outgoing Calls	1620
Total	5035
Jul-23	
Went to Voicemail	267
Calls Answered	3087
Outgoing Calls	1893
Total	5247
Aug-23	
Went to Voicemail	299
Calls Answered	3572
Outgoing Calls	1990
Total	5861
Sep-23	
Went to Voicemail	434
Calls Answered	3092
Outgoing Calls	1812
Total	5338



COO - Dashboard

FINANCE DASHBOARD
Ferry County Public Hospital District #1
September 30, 2023

Outpatient and Ancillary Services		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	YTD	Target	YTD Target	2022
11 Republic Clinic #Visits	●	796	580	916	681	830	762	740	806	648	6,759	10,980	8,235	6,663
12 Physical Therapy Visits	●	506	476	553	550	539	574	418	497	423	4,536	6,600	4,950	2,756
13 Imaging Exams	●	321	320	406	388	432	451	454	475	410	3,657	4,200	3,150	2,991
14 Lab # Billable Tests	●	2628	1929	2902	2525	2896	2839	2912	2972	1900	23,503	27,216	20,412	22,782
15 Drugstore Prescriptions Filled	●	4526	4223	4856	4315	4842	4537	4446	4741	4368	40,854	53,000	39,750	57,685

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%



COO – Turnover Report YTD



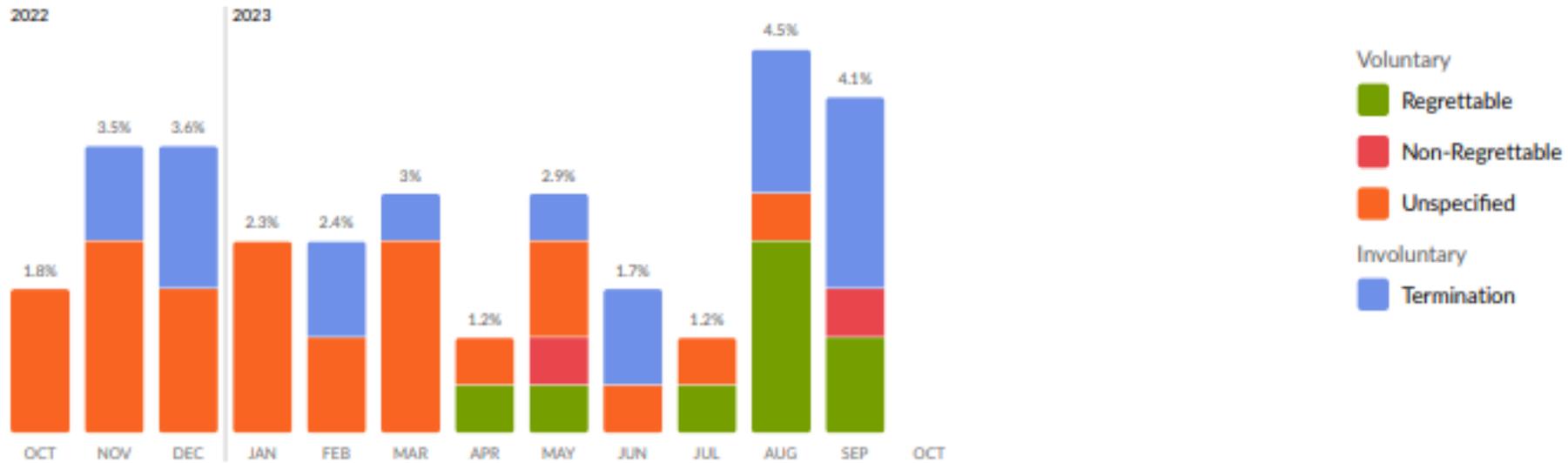
23.3% 40 people
Total Turnover Jan 2023 - Oct 2023



2.3% 4 people
Average Monthly Turnover

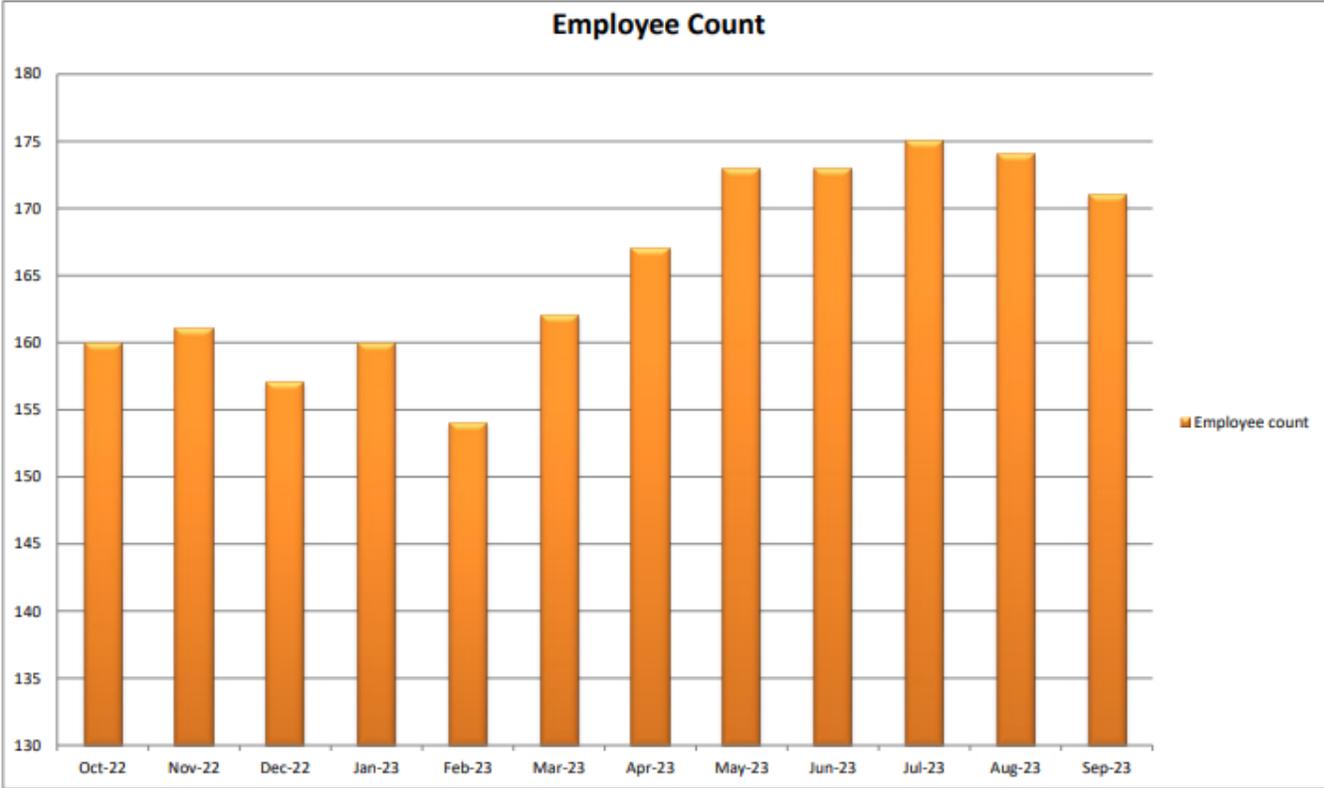


2.9% 5 people
Total Turnover - 30 days

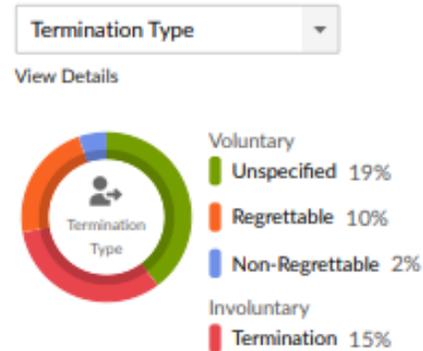
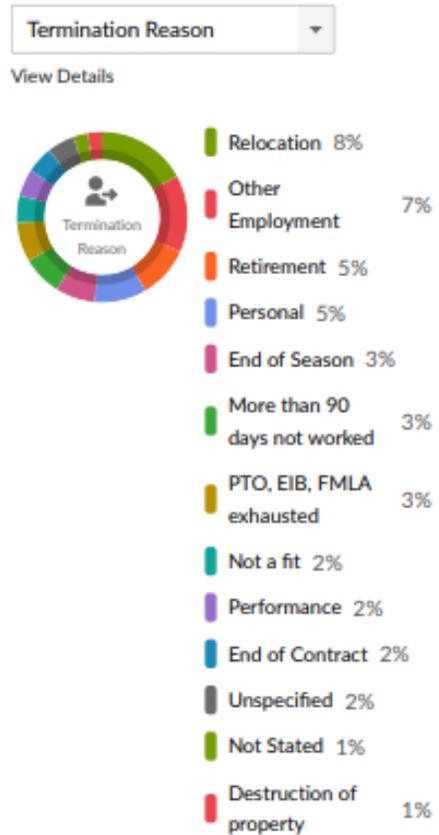


COO – Headcount Report

Month	Employee count
Oct-22	160
Nov-22	161
Dec-22	157
Jan-23	160
Feb-23	154
Mar-23	162
Apr-23	167
May-23	173
Jun-23	173
Jul-23	175
Aug-23	174
Sep-23	171



COO – Turnover Report YTD Reasons



Medical Staff Report

- Great scheduling meeting with block providers and have 2024 scheduled.
- Kyle Rattray and Eric Aronsohn will continue to stay I rotation
- Performed a walk-thru with CNO to help with work flows and to review equipment needs
- Meditech is working more smoothly but still requires a good bit of input and will need some order updates.
- Transfers are still difficult, taking over 24 hours to transfer out to larger hospitals
- Discussion with Eagle Telemed and VelaMD to discuss tele options. Will discuss at Med Staff.

Dr. Garcia

October 24, 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

October 24, 2023



Follow-up

➤ Follow-up

- Mobile Integrated Health Unit update. Settled on vehicle and equipment, awaiting authorization from DOH. Plans to have pilot completed 11/15-4/30/24 and projections, feasibility and operations plan done then, ready for go ahead and full program.
- Update on Provider Engagement. Working on updating provider contracts, Jodi taking information that we have gathered to assign permanent panels. Meeting with Laura Karg on Thursday. Meeting with Susie this week. In talks with Annette Byrd regarding NSS management and perhaps some primary care involvement. Bob is doing great!
- WSHA still working on Charity Care changes. Our policies are adequate but we have our eye on this still
- Generator discussion
- Rural Resources update
- Strategic Plan Update



CEO/CFO

➤ Coming Up

- Budget Hearing next week. Assumptions, draft budget, resolutions

➤ Need to Know

- Working on a contract for Spencer as we discovered we don't have one.
- ALF has some damage that needs to be fixed
- Working with Molina Med Advantage/Marketplace
- Trying to work with Premera

➤ Q&As



CEO/CFO-Financials

- Income Statement and Balance Sheets (Includes restated YTD June)
- Key Performance Metrics



Ferry County Health
 Combined Income Statement: Hospital, Klondike Hills and Republic Drug Store
 Year to Date September 30, 2023

	MTD	Budget	Variance		YTD	YTD Budget	Variance
				Operating revenue:			
\$	2,375,150	\$ 2,466,423	\$ (91,273)	Gross patient service revenue	\$ 21,590,138	\$ 22,197,845	\$ (607,707) a.
	(1,225,956)	(813,321)	(412,635)	Contractual allowances and provisions for uncollectible accounts	(8,004,909)	(7,319,889)	(685,020) b.
	1,149,194	1,653,102	(503,908)	Patient service revenue - (Net contractual allowances)	13,585,229	14,877,956	(1,292,727)
	292,511	239,919	52,592	Drug Store gross revenue	2,554,327	2,159,268	395,059
	79,460	54,062	25,398	Other operating revenue	837,587	486,547	351,040
\$	1,521,165	\$ 1,947,083	\$ (425,918)	Total operating revenue	\$ 16,977,143	\$ 17,523,771	\$ (546,628)
				Operating expenses:			
	1,053,758	896,257	(157,501)	Salaries and wages	8,765,176	8,066,306	(698,870) c.
	196,643	214,812	18,169	Employee benefits	1,815,918	1,933,321	117,403
	158,065	60,367	(97,698)	Professional fees	854,336	543,300	(311,036) d.
	349,143	289,477	(59,666)	Supplies	2,634,376	2,605,332	(29,044)
	18,823	24,318	5,495	Purchased services- Utilities	213,793	218,857	5,064
	127,021	128,351	1,330	Purchased services- Other	1,376,087	1,155,159	(220,928)
	26,991	13,945	(13,046)	Insurance	113,874	125,503	11,629
	32,652	51,618	18,966	Other	410,993	464,567	53,574
	20,340	20,800	460	Rent	197,392	187,200	(10,192)
	82,068	81,820	(248)	Depreciation	739,558	736,395	(3,163)
\$	2,065,504	\$ (2,065,504)			\$ -	\$ -	
\$	1,856,017	\$ 1,781,765	\$ (74,252)	Total operating expenses	\$ 17,121,503	\$ 16,035,940	\$ (1,085,563)
\$	(544,339)	\$ 165,318	\$ (709,657)	Gain (loss) from operations	\$ (144,359)	\$ 1,487,831	\$ (1,632,190)
				Nonoperating revenues (expenses):			
	33,319	34,337	(1,018)	Property taxes	294,089	309,028	(14,939)
	(2,666)	(2,119)	(547)	Interest earnings	(26,619)	(19,075)	(7,544)
	-	-	-	Interest expense	3,289	-	3,289
	23,116	-	23,116	Other	187,562	-	187,562
	53,769	32,218	21,551	Total nonoperating revenues (expenses) - Net	458,321	289,953	168,368
\$	(490,569)	\$ 197,536	\$ (688,105)	Increase (decrease) in net position	\$ 313,962	\$ 1,777,784	\$ (1,463,822)

Notes to Financial Statements:

- a. See separate analysis
- b. Reserved approx. 5% more than usual based on high AR. \$950k extra reserved, and brings up to approx \$1.3 million
- c. Salaries are up due to increased costs for travelers and temps. We also have temp employees that are non-benefitted but higher hourly
- d. Professional fees should level out. This includes audit fees that are incurred first part of year.



Ferry County Health

Year to Date September 30, 2023



	YTD Balances		
	September	August	Variance
Assets			
Current assets:			
Cash and cash equivalents	\$ 4,352,948	\$ 4,204,555	\$ 148,393
Receivables:			
Gross AR	10,310,970	10,471,948	(160,978)
Contractual allowance	(4,247,244)	(4,091,386)	(155,858)
Patient AR - Net	\$ 6,063,726	\$ 6,380,562	\$ (316,836)
Taxes Levy	115,264	123,697	(8,433)
Estimated third-party payor settlements	-	-	-
Other	9,958	27,485	(17,527)
Inventories	550,209	546,838	3,371
Prepaid expenses	167,875	174,530	(6,655)
Total current assets	\$ 11,259,980	\$ 11,457,667	\$ (197,687)
Capital assets:			
Nondepreciable capital assets	47,282	47,282	-
Depreciable capital assets - Net of accumulated depreciation	5,859,026	5,941,094	(82,068)
Construction in Progress	577,748	576,558	1,190
Total capital assets	\$ 6,484,056	\$ 6,564,934	\$ (80,878)
TOTAL ASSETS	\$ 17,744,036	\$ 18,022,601	\$ (278,565)

Liabilities and Net Position

	YTD Balances		
	September	August	Variance
Current liabilities:			
Accounts payable	473,890	314,828	159,062
Payroll and related expenses	880,214	734,072	146,142
Other Current Liabilities	694,295	783,285	(88,990)
Total current liabilities	\$ 2,048,399	\$ 1,832,185	\$ 216,214
Noncurrent liabilities:			
Long term debt	1,515,052	1,515,078	(26)
Capital lease obligations - Less current portion	(9,434)	(5,250)	(4,184)
Total noncurrent liabilities	1,505,618	1,509,828	(4,210)
Total liabilities	\$ 3,554,017	\$ 3,342,013	\$ 212,004
Net position:			
Invested in capital assets	13,876,057	13,876,057	-
Current Year Earnings	313,962	804,531	(490,569)
Total net position	\$ 14,190,019	\$ 14,680,588	\$ (490,569)
TOTAL LIABILITIES AND NET POSITION	\$ 17,744,036	\$ 18,022,601	\$ (278,564)

CEO/CFO-Key Performance Indicators

FINANCE DASHBOARD
Ferry County Public Hospital District #1
September 30, 2023

Profitability		YTD	YTD Target	2022
Revenue Deductions % of Gross Revenue	●	37%	33%	41%
Salaries % Gross Patient Revenue	●	41%	34%	32%
Benefits % of Salary Expense	●	21%	24%	23%
Total Salary Expense	●	\$ 8,765,176	\$ 8,066,306	\$ 7,711,418
Net Income				
Hospital/Clinic and Klondike Hills	●	\$ 313,961	\$ 1,777,784	\$ 1,633,612
Operating Margin	●	1.85%	7.09%	8.76%
Cash and Liquidity				
Days Cash on Hand	●	69	78	134
Net AR Days	●	77	45	63
Gross AR Days	●	130	60	77
Days Cash in AR	●	103	53	56
Current Ratio	●	5	1	4



Days Cash and Accounts Receivable

