



BOARD OF COMMISSIONERS' MEETING

April 25, 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 3.28.23 Board Meeting • Minutes 4.10.23 Special BOC Meeting • Approval of Warrants • Financial Write-Off Report • Resolution 2023 #2 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	Wendy Johnson	
CNO Report/ Quality Improvement	Mike Martinoli	9-13
COO	Debbie DeCorde	14-20

Medical Staff Report	Richard Garcia, MD	21
CEO/CFO Report	Jennifer Reed	22-31
Old Business	Nancy Giddings	
<ul style="list-style-type: none"> • Board QI Project • Facility Update/Master Plan • 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	
<ul style="list-style-type: none"> ○ Request to approve re appointment by Proxy with Courtesy Privileges for the following Integra Providers: 		
	Dhillon, Grupreet MD	Hilton, Jace DO
	Finlinson, Tyson DO	Prychyna, Oksana MD
	Flett, Paige, MD	Russell, Leslie MD
	Frost, Robert MD	Thayer, David MD
<ul style="list-style-type: none"> • EMS 		Nancy Giddings
New Business		
<ul style="list-style-type: none"> • CEO Evaluation-April 2023 		Nancy Giddings
Executive Session- if applicable		Nancy Giddings
<i>Pursuant to RCW 70.41.205 - Review of hospital privileges and quality improvement committee reports</i>		
<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 Tuesday May 23, 2023 @ 10:30 am in the HUB Conference Room



**BOARD OF COMMISSIONERS' MEETING
March 28, 2023**

CALL TO ORDER: Board Chair Nancy Giddings called the meeting of the Board of Commissioners to order at 10:34am, on March 28, 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; Spencer Hargget, Compliance Officer(zoom);Teena Price, Administrative Assistant (zoom) and James Davidson, IT Manager (zoom) 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 Krausse and seconded by Lundgren to accept the consent agenda. The motion passed unanimously.

CORRESPONDENCE: None

PUBLIC COMMENTS: None

EHR REPORT: Quinnell gave update on Meditech.

ENVIROMENT OF CARE/ SAFETY UPDATE: Jennifer gave Volluz's report.

COMPLIANCE REPORT: Hargett gave his report.

DEPARTMENT SPOTLIGHT: Katy Ricard, Employee Health, gave a spotlight report on her department.

CNO REPORT: Reed gave CNO Report.

QI REPORT: Reed gave QI Report.

COO: Reed gave COO's report.

Giddings called for a break in session at 11:50 am. Open session resumed at 12:15 pm.

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

CEO & CFO REPORT: Reed reviewed her attached reports.

FINANCIAL REPORT: Reed reviewed the February financials.

OLD BUSINESS:

- **Board QI Project:** no update
- **Facility Update/Master Plan:** April 6 initial survey results. Will schedule Master Facility Special Board Meeting for April 10, 2023
- **Health Foundation:** Meeting every other month
- **Strategic Planning:** no update
- **Pharmacy:** no update
- **Airport update:** All materials here, work to start April.

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
unknown	Crimsco, Hot/ Cold Food Cart Service #KS707401	no parts available	recycle		ASAP		
unknown	2 QTY Hill Rom gurnies	not needed	donation		ASAP		
unknown	Advance Floor Machine	not used	sell		ASAP		
11/22/2018	Power Elite Carpet Cleaner	not used	sell		ASAP		
unknown	Salt Dog Hitch Mount	not needed	sell		ASAP		

APPROVED BY:

Facilities Mgr _____ Date: _____

CFO/CEO _____ Date: _____

BOD _____ Date: _____

Resolution 2023 #2
 Date Approved by BOC: 4/25/23

Board Report

April 25, 2023



CNO Report

Mike Martinoli

April 25, 2023



CNO

➤ Follow-up

- NAC Class-three students start their clinical rotation this week and will soon finish the class. The Education room space is looking great and very organized thanks to Wendy's efforts! Skills education boards are now installed. Fall NAC class date is pending announcement to the community.
- NW Rural Health Conference-reflections from the experience. Strong networking opportunity.
- New Equipment—safety upgrades for the NSS Unit. New fall mats, tag/pad alarms.
- Allevant—current focus is to update and improve skilled swing bed brochure and marketing materials with the grant team. Planning to initiate marketing outreach to facilities this coming summer. Entering referral information into the Allevant database for data collection and future ability to assess trends.



CNO

➤ Coming-up

- Tri County Health Public Health Advisory Board (PHAB) Membership
 - ❖ CNO—monthly one hour zoom meetings—community service involvement
- Garden season—plans for swing bed activities and safe return of community volunteers
- Community—Nursing staff will be speaking about Unit Coordinator, Nurse, and Nurse Assistant education and recruitment pathways at the Curlew School 'Communities in Schools-Career Lunch' upcoming in early May. Nine Curlew students are currently signed up for the talk.



CNO

➤ Need to Know

- Masking and Visitor Policy—review updates and roundtable discussion
 - ❖ Link to track County transmission levels (updated weekly):
 - <https://www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html>
- Ferry County 2022 top causes of death—cancer, heart disease, covid-19, stroke.



CNO

➤ Nursing Volume Data:

- March 2023

➤ NSS Unit Census:

- Open bed is available for a male Extended Care resident. Teresa is collaborating with Dr. Short to assess for any high priority assistance needs. Community search is next.

Metric	Status	Current Month			Prior Year
		Current Total	Target	Variance	
Acute Care Patient Days	●	19	18	1	16
Skilled Swing Bed Patient Days	●	92	80	12	107
Non-Skilled Long Term Care Patient Days	●	254	304	(50)	209
Observation/Short Stay Hours	●	187	197	(11)	211
Admissions	●	10	6	4	4
Average Length of Stay (ALOS)	●	1.90	3.00	1	2.70
Outpatient # Visits	●	749	832	(83)	863
ED # Visits	●	209	184	25	124
Emergency Admit to Inpatient	●	0.05%	2.80%	(0)	2.00%
Procedures/Treatment #Patients	●	38	21	17	13



QI Committee Report

Upcoming:

- Quarter 1 Report to the Board—Executive Session
- Q2 Peer Review scheduled for 05/12/2023
- A visual reference/summary sheet is being prepared to distribute to new onboard employees and for annual competency review of Safetyzone QMM event and complaint/grievance policy procedure. Micro learning education tips will continue district wide throughout 2023.



COO Report

Debbie DeCorde

April 25, 2023



COO

➤ Follow-up

- First Employee of the Quarter recipient - Stacie Myers, NAC in Swing Bed
- Exiting Provider- Jane Jacobson, ARNP retired as of April 14, 2023
 - ❖ ARNP Jodi Petersen will cover Curlew Clinic day until new provider hired
- Third party follow up: additional staff benefits are in the Union approval process
- Amber Gangon, Executive Coordinator, started April 3rd
- Investigating medication delegation training options for the Assisted Living Facility (ALF)
- Report-out on Rural Health Conference
- Assisted Living Facility (ALF)
 - ❖ Full House
 - ❖ Bus Training has been completed



COO

➤ Coming Up

- Medical Laboratory Professionals week is 4/23 through 4/29
- Republic Cable shutting down - Assisted Living Facility (ALF) staff will be learning new TV set ups
- WA State physicist to visit Radiology Dept in July
- Republic Medical Clinic (RMC) looking for additional Locum provider to cover walk-ins
- Managers will be representing Ferry County Health at local career fairs in the coming weeks
 - ❖ Republic School District 4/24
 - ❖ Curlew School District 5/5



COO

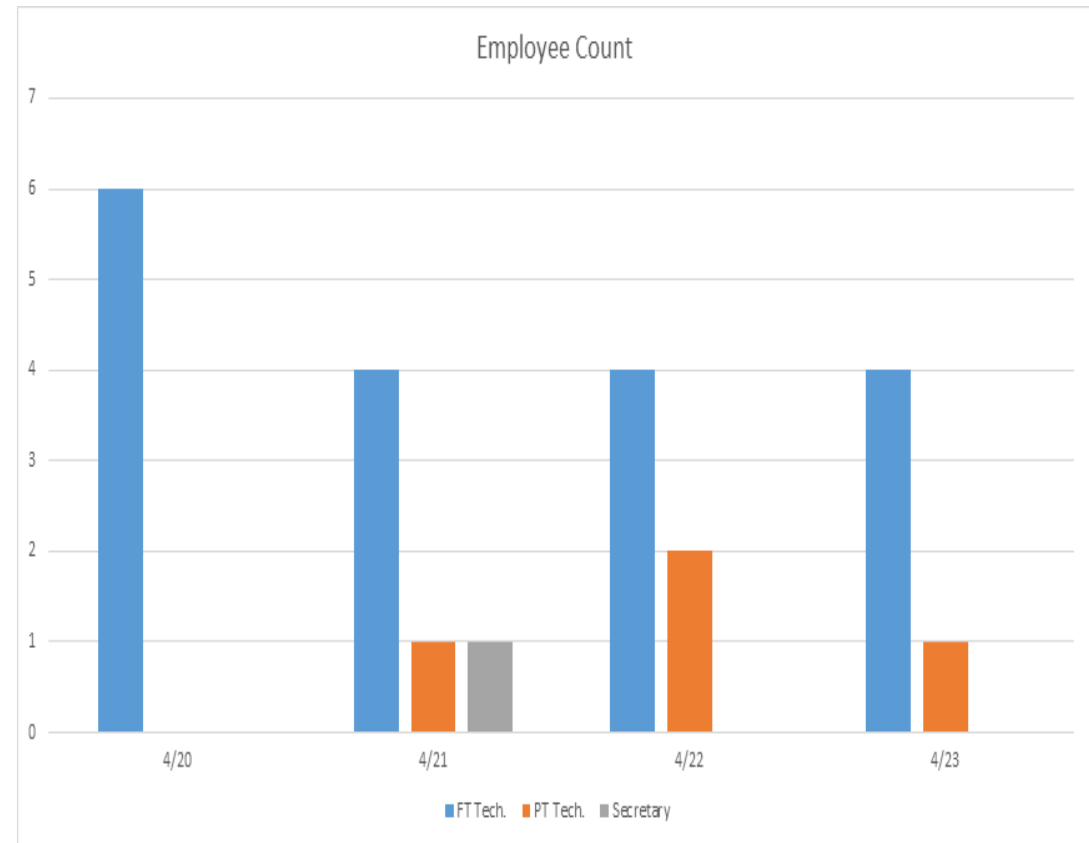
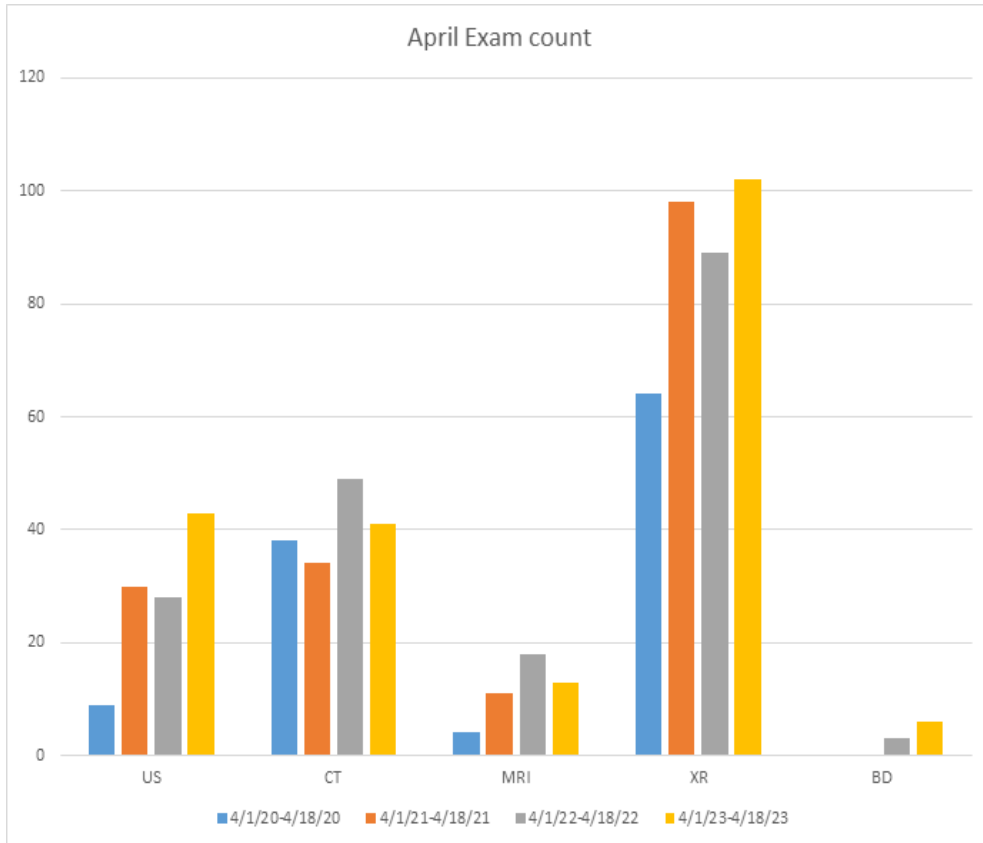
➤ Need to Know

- Meditech - Managers have concerns re: reporting ability
- Lab - new analyzer coming soon with delivery ETA 4/24/23
 - ❖ Installation, validation studies, and staff training to be completed before implementation

➤ Q&A

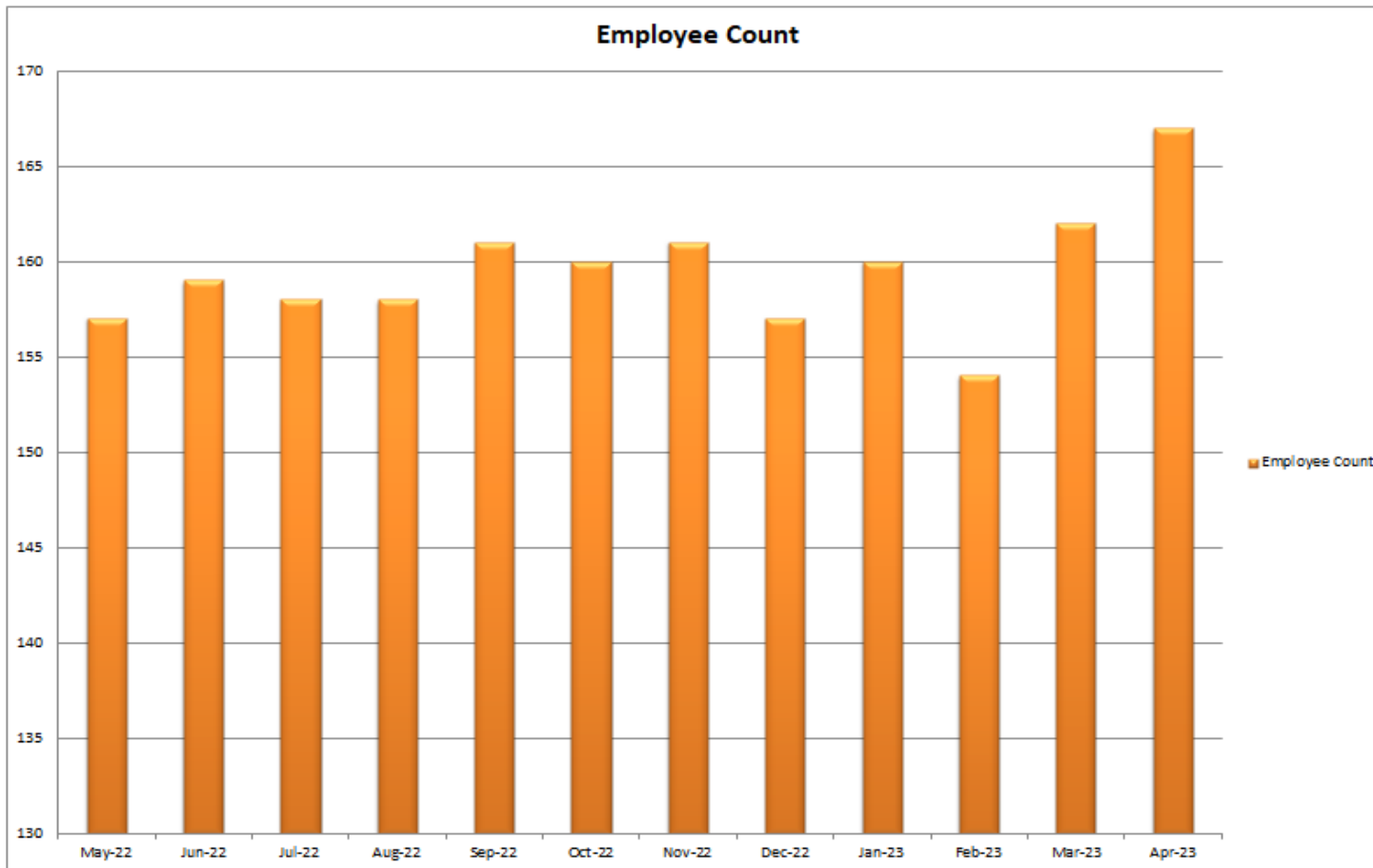


COO -Radiology Update



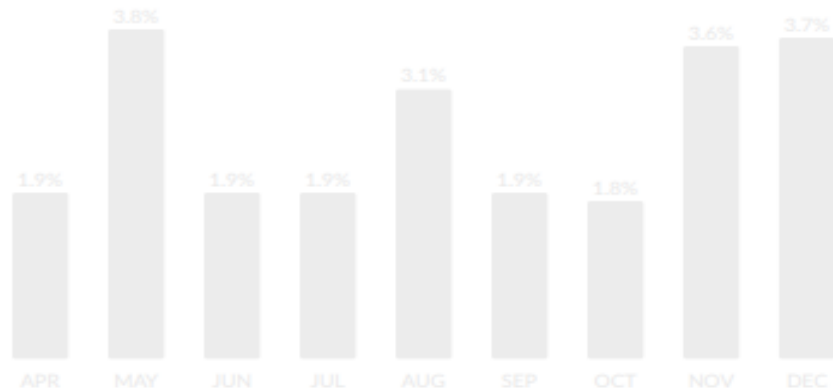
COO- Headcount Graph rolling 12 months

Month	Employee
May-22	157
Jun-22	159
Jul-22	158
Aug-22	158
Sep-22	161
Oct-22	160
Nov-22	161
Dec-22	157
Jan-23	160
Feb-23	154
Mar-23	162
Apr-23	167

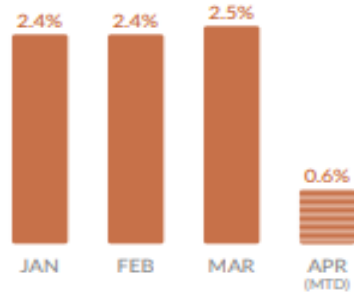


COO – Turnover Report

2022



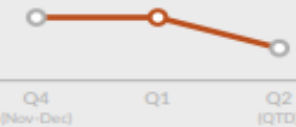
2023



Jan 2023 - Apr 2023

7.9% 13 people
Total Turnover

2% 3.3 people
Average Monthly Turnover



Termination Reason

View Details



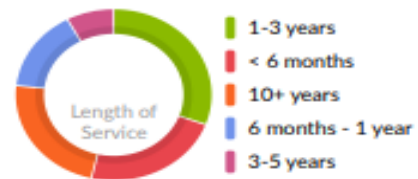
Termination Type

View Details



Length of Service

View Details



COO - Volumes

ts	Current Month			
	Current Total	Target	Variance	Prior Year
Republic Clinic #Visits	916	877	39	669
Physical Therapy Treatments	458	863	(405)	1063
Imaging Visits	188	350	-162	369
Lab # Billable Tests	2420	2268	152	2309



Medical Staff Report

Dr. Garcia

April 25, 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

April 25, 2023



Follow-up

➤ Follow-up

- Airport – All materials here, work to start May and complete by June.
- Master Facility Plan – Presentation will be ready June 15. Pre-application process started with USDA.
- Housing concerns – Klondike house is currently for sale. We have 4 nurses staying there so we are working on backup plans. Tiny blue house has been repaired.
- Meeting with DEA, they provided a few suggestions on policy revisions. Next steps: "settlement" letter will be generated from US Attorney next week. We will get a chance to review, rebut, and negotiate language as this is a public record after investigation. There will be some sort of monetary settlement which will be paid by insurance.
- Mobile Integrated Health moving along. Hired paramedic/community health worker to cover for Care Coordinator, run the pilot project, and continue the planning.
- Committee Charters are in process.



CEO/CFO

➤ Coming Up

- Working on solutions with Eagle Telemedicine and receiving the equipment via a grant from NW Rural Health Network.

➤ Need to Know

- Nurse staff ratio bill will be passed, but with new language. I believe I sent to you.
- Working on updating and getting all provider contracts current.
- Legislation:
 - ❖ Ruling coming regarding pharmacies and labeling requirements
 - ❖ Staffing ratio bill was passed, with concessions

➤ Q&As



CEO/CFO-Financials

- Income Statement and Balance Sheets to follow
 - Still working to calculate the missing charges that include Rehab and Same-day-surgery.
 - Financials will be distributed as completed and reviewed by Finance Committee.
- Cashflow Statement



CEO/CFO-Key Performance Indicators

Stats	Current Month				
	Current Total	Target	Variance	Prior Year	
Profitability					
14 Revenue Deductions % of Gross Revenue	●	37%	38%	1%	37%
15 Salaries % Gross Patient Revenue	●	40%	34%	-6%	33%
16 Benefits % of Salary Expense	●	25%	24%	-1%	31%
17 Bad Debt % Gross Patient Revenue	●	3.8%	2.00%	-2%	2.30%
18 Charity % Gross Patient Revenue	●	4.2%	3%	-2%	0.27%
19 Total Salary Expense	●	\$ 893,517	\$ 824,547	(68,970)	\$ 599,825
Cash and Liquidity					
23 Days Cash on Hand	●	114	78	36	134



