Willapa Harbor Hospital

Minutes of the Governing Board

Cedar Room

July 26, 2022

Board Members Present in Person: Gary Schwiesow, Jeffrey Nevitt, Kathy Spoor, Steve Holland and Toni Williams.

Board Members Absent: None

Others Present: Matthew Kempton, CEO, Chelsea MacIntyre, CNO, Renee Clements, COO, Cindy Sherman, Controller and Paula Lorenz, minute's secretary in person, Eric Volk, Interim CFO via GoToMeeting.

Others Absent: None

Guests: None

I. Call to Order:

The meeting was called to order at 5:31pm

Jeffrey Nevitt made a motion to approve the June 21, 2022, regular meeting minutes as written. Steve Holland 2nd, motion carried.

Agenda:

Executive Session: There will be an executive session held to discuss operational issues that is expected to take approximately 85 minutes.

Audience: None

II. Consent Agenda

Kathy Spoor made a motion to approve the consent agenda. Toni Williams 2nd, motion carried.

Vouchers/Warrants:	June	$1,266,178.64
Payroll/Payable:	June	$ 714,429.40
Write-offs: Bad Debt	June	$ 35,848.06

III. Reports and Presentations:

Administration – Matthew Kempton, CEO

- Wins
  - Our new ARNP Hospitalist, Sandy Holland's first day of orientation was today. She will start hospitalist duties once she receives her Washington State ARNP license.
  - Carpet replacement project starts tonight at 8pm. It will take approximately two weeks for the hospital and an additional week for the clinic to be completed.
  - WMC reception area project has been completed (except flooring).
  - I held our quarterly Employee Forums last week, they went well.

    - Gained additional information for a potential build site.
- Staff Recognition
    - Matt shared a story where a patient recognized the ER Nursing Staff and Provider for a visit that happened on the 4th of July.
- Updates
    - We are trying to recruit another ARNP Hospitalist, Barbie Alford's replacement in the clinic, two CRNAs and a CFO.
    - Pharmacy Project – We are nearing closeout, balancing HVAC and the pre-inspection is scheduled for August 2nd.
    - EPIC transition – We are on track, determining Super Users, Credentialed Trainers, Interfaces, Bolt-on software, etc. At the Finance Committee meeting we decided on an ERP vendor.
    - WHH Safety & Security Plan – Working on training and education for staff, safety items within the hospital, additional cameras, badge readers, etc.

Financial – Eric Volk, Interim CFO, June 2022 Financial Statements

- Gave a financial presentation to the board
- See Financials attached

Patient Quality of Care – Chelsea MacIntyre, CNO

- During my monthly meeting with our Cardiac Rehab Supervisor, he shared that he had a patient that graduated several months ago. That patient's daughter had a heart attack and now needs Cardiac Rehab, and the patient told his daughter not to go to Providence, she needed to come to our facility to get the best care.
- Blood Drive on August 9th at the Raymond Fire Department.
- Continued training with our nursing staff with our hourly rounding.
- Working on improving our Sepsis bundle. It is improving.
- Thanks to Matt, Renee, Maintenance and IT on the work on Security.

Operations – Renee Clements, COO

- Alder House
    - Elevator serviced. Inspection sticker replaced inside elevator. Phone line inside elevator needs re-instated. Elevator vendor reports end of life elevator and recommends a new purchase
- WMC
    - New Weekend PA-Jeremy Quinn provided by our ER Staffing group. Personable and clinically sound and excited to fulfill at least a 6 month contract 2-4 weekends a month.
    - Jeremy has his DOT physical certification with FMCSA required for the CDL physicals. Working with weekend clinic staff to get the registrar administrative assistant process.
    - Barbie Alford resignation- replacement ARNP recruitment search in process for ARNP/PA; patient notification via letters complete.
    - Clinic volumes solid month of June again with large provider gaps.
- Radiology

    - Providence contract completed. New interpretation service for Echocardiograms go-live August 1. Testing submissions and access to the Providence system by our Echo sonographer during the month of July.
    - Volumes- solid MRI; solid Ultrasound. Per Diem Ultrasound Gap- AGAIN.
    - Found out today that MRI has offered us a third day to do procedures. We will completed an amendment for a pilot program of an additional day per week.
- Quality/Risk
    - Sepsis Clinical Quality Improvement; Temperature system demo's complete- Pharmacy; EPIC scoping and implementation meetings continue. Risk for staff coverage during the learning times for Certified Trainers, Subject Matter experts
- Lab
    - New Agency member engaged for the night shift period 13 weeks. Recruitment search continues for employed Day and Night MLT positions.
- Handed out additional dashboards.

IV. New Business

- Resolution PSW ACO – We spoke several months ago about looking into an ACO through the Rural Collaborative. The Board reviewed the analysis and calculations from PSW. After a lengthy discussion, the Board members agreed not to move forward at this time.
- Updated ARNP Hospitalist Privileges – At the recent Medical Staff / Executive meeting, the members reviewed proposed revisions of the language to include experience with Observation patients and recommend the changed language. The Board members reviewed the current and proposed privileges.
  Kathy Spoor made a motion to approve the changes to the ARNP Hospitalist Privileges as recommended by the Medical Staff / Executive Committee members. Toni Williams 2nd, motion carried.
- Redistricting – After the census every ten years, the district needs to review the data to see if the district lines need to be moved. Kathy Spoor said that the County has already looked at the boundaries for several other Boards and does not think so, but asked Paula Lorenz to reach out to the County to verify. This topic will be tabled until the information from the county is received.
- Resolution 2022-8 CEO Amendment for Contract Extension & Salary Increase – The Board members asked Paula Lorenz to draft an amendment for a contract extension and salary increase for the current CEO. The Board members reviewed the amendment for accuracy.
  Kathy Spoor made a motion to approve Resolution 2022-8 as written, Jeffrey Nevitt 2nd. Motion carried.

V. Continued Business

- Capital Requests – No new requests at this time. The Finance Committee did approve the purchase of a new ERP that is needed for Purchasing, GL and AP needed to work with Epic, that will be paid this year.
- Finance Committee Update
    - Reviewed the financials
    - Reviewed the quotes with pros and cons of the two ERP vendors and decided upon Sage Intacct.

- Received information on the 2006 frozen pension plan. There are 4~~6~~2 people still on it, we pay $30,000 monthly. Most employees are on the 403B.

VI. Appointments/Reappointments

- Appointments:
  - **CellNetix** – The following provider is requesting 6-month provisional privileges: Erum M. Alhumood, MD.
  - **OPYS ER** – The following provider has temporary privileges and is requesting 6-month provisional privileges: George B. Dueber, DO.
  - **VRAD** – The following provides have been given a 2 year appointment with VRAD and would receive the same appointment here: Ned A. Enea, MD, Sonya G. Kella, MD, Kristen H. Miller, MD, Uhng Kyu R. Shim, MD & Albert C. Ybasco, MD.
  - **WHH Hospitalist** – The following provider is requesting 6-month provisional ARNP Hospitalist privileges: Sandy S. Holland, ARNP.

    The Medical Executive Committee has recommended appointment and privileges for the providers above. Education, experience and claims history were reviewed by the Board.

    Kathy Spoor made a motion to approve the appointments above as recommended by the Medical Executive Committee. Toni Williams 2nd, motion carried.

- Reappointments:
  - **CellNetix** – The following providers are requesting another 2-year reappointment: Elizabeth L. Kehr, MD & Eric H. Weppler, DO.
  - **Providence Telestroke –** The following providers have 2-year reappointments with Providence and would receive the same reappointment here: Abdelrahman F. Beltagy, MD, Joseph N. Freeburg, MD, Lindsey K. Frischmann, MD, Robert A. Lada, MD, Kishan S. Patel, MD & Tarvinder P. Singh, MD.
  - **VRAD** – The following providers have been given 2-year reappointments with VRAD and would receive same reappointments here: Scott C. Chang, MD & Renata L. Kesala, DO.
  - **WHH** – The following provides are requesting another 2-year reappointment: Steven F. Hill, DO, Frank A. Hing, MD & Barbara A. Alford, ARNP.

    The Medical Executive Committee has recommended reappointment and privileges for the providers above. Education, experience and claims history were reviewed by the Board.

    Kathy Spoor made a motion to approve the reappointments above as recommended by the Medical Executive Committee. Toni Williams 2nd, motion carried.

VII. Adjournment: The meeting was adjourned at 7:03pm to Executive Session to discuss Operational Issues. It was expected to take an hour and twenty minutes. Executive Session opened at 7:04pm. After some discussion, the Executive Session was closed at 8:23pm

and returned to regular session. With no further business, the meeting was adjourned at 8:24pm.

Submitted:

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Kathy Spoor, Secretary to the Board