

**GRAYS HARBOR COMMUNITY HOSPITAL
BOARD OF DIRECTORS REGULAR MEETING
February 25, 2020**

COMMISSIONERS PRESENT

Michael Bruce, District 2
Lynn Csernotta, District 3
Scott Dilley, At Large 2
Chris Thomas, District 1
Becky Walsh, District 5
David Quigg, At Large 1
Andrew Bickar, District 4

OTHERS PRESENT

Niall Foley, CFO, GHCH
Tom Jensen, CEO, GHCH
Cindy Reynolds, Exec. Asst.

Members of the Public

ABSENT

CALL TO ORDER

Chairman Bruce called the meeting to order at 1:02p.

EDUCATION

Mr. Chris Majors, Director of Public Relations and Marketing, provided an informative overview of the hospital's marketing strategy. Action and Brand Awareness will lead the refocused effort to maximize effectiveness, efficiency and cost savings.

Commissioner Csernotta inquired whether the hospital would want to participate in a ribbon cutting hosted by Greater Grays Harbor, Inc. for the new mammography equipment and the cardiology clinic to which Mr. Majors agreed. Commissioner Bickar brought forward the idea of including the ED wait times on the website. Mr. Majors reported this feature is on the task list yet is unable to be completed at this time due to the current EMR.

Commissioner Dilley inquired as to the cost savings associated with rebuilding the website. Mr. Majors indicated there could be up to a \$1400 per month savings with the rebuild being done in house. Videography, also a current trend in advertising, will be covered by Mr. Majors which will offer a tremendous savings as well.

PUBLIC COMMENT – Agenda Topics

Chairman Bruce opened the meeting to members of the public for comment regarding topics listed on the agenda.

CONSENT AGENDA

Submitted under the Consent Agenda were the Hospital Board Draft Minutes of January 28, 2020.

ACTION: A motion was made by Commissioner Quigg, seconded by Commissioner Walsh, and unanimously carried to approve the Consent Agenda.

BOARD DISCUSSION AND ACTION

Medical Staff Credentialing

Submitted was the February Medical Staff Credentials Report for Board review and approval.

ACTION: A motion was made by Commissioner Quigg, seconded by Commissioner Dilley, and unanimously carried to approve the February Credentials Report.

CHAIRMAN / COMMITTEE REPORTS

Chairman's Report

Annual Board Education

The Annual Board Education is scheduled for March 1-3, 2020. Commissioners were asked to review the packet of materials provided prior to attending the retreat. Final details for the event will be provided via email before the end of the week.

Montesano Medical Facility

Chairman Bruce reported he has yet to meet with the City of Montesano Mayor and Commissioners to discuss their future plans to build a healthcare facility in the town of Montesano. Commissioners Walsh and Thomas are planning to attend the meeting as well.

Doctor's Day Celebration

Chairman Bruce reported there will be a Doctor's Day Celebration held on Thursday, March 26 at the Rotary Log Pavilion at 6:00pm. Commissioners Quigg, Dilley and Csernotta indicated they will be in attendance.

Bus Tour of Hospital Properties

Chairman Bruce reported in order to tour all hospital properties it would take a minimum of 5.5 hours. Discussion was held on dividing the locations into two separate tours and offering them either immediately before or after a Board meeting. Commissioners were asked to give thought to the best schedule and report back to the Board.

Employee Forums

Chairman Bruce reported the Employee Forums went well and were well attended.

COMMITTEE REPORTS

Board Quality Report

Commissioner Quigg provided report on the February Board Quality Committee meeting. Of note;

- The 2020 Committee membership is a nice interdisciplinary group the will be able to hold critical and crucial discussions. Conversations are being held on ways the committee receives and disseminates information. This group will be able to provide invaluable oversight for the safety, growth and compliance of the organization.
- ED LWBS; the committee is looking forward to seeing the results of implemented changes being made.
- DNV-GL conducted the hospital's annual survey. This survey is conducted every year. Details of final results will be reviewed next month.

- Human Resources; there were 51 open positions at the end of the year. Turnover rates decreased and employee grievances were down. Commissioner Quigg thanked the organization as a whole in driving these numbers down.

Commissioner Quigg reported he will be attending a WSHA Honoring Choices seminar that will provide training to health care organizations to discuss, record and honor people's end-of-life choices. Chairman Bruce asked Commissioner Quigg to provide a report to the Board at the next meeting.

Board Finance Report

Commissioner Bickar provided report on the February Board Finance Committee meeting. Of note;

- The December 2019 and January 2020 financials were reviewed.
- December rounded out. The AR balance is well above expectation due largely because of the impact from the cyber-attack.
- 2019 reported a full loss for \$2.85M vs a \$10.25M loss in the prior year.
- January shows a net income of \$105,373 with a net operating loss of \$12k. Great job on the finance teams part.
- Cash on hand is increasing slowly hovering around 20 days.
- AR is decreasing slowly.

Chairman Bruce inquired as to whether any reimbursement has been received from the insurance company from the ransomware attack. Mr. Foley indicated the claim will be filed once all components are finalized.

GHCH Foundation Board Report

The February Board Foundation Committee report will be provided at the next meeting.

ADMINISTRATION

Executive Suite Summary Report

Submitted was the Executive Suite Summary Report, as well as the HMG Provider Report for February. Of note;

- Dr. Mendelson will be the acting Emergency Department Medical Director and will also take shifts in the Emergency Room.
- Dr. Morholt, DNP-FNP, will be covering the new Prompt Care Clinic. Soft roll out is expected the end of March. Details are forthcoming.
- Recruitment is continual.

OLD BUSINESS

None

NEW BUSINESS

Board Education

Board Education for March was selected; DNV-GL education and report out by Mr. Halstead, Director of Quality, Risk and Compliance. Chairman Bruce reported that DNV-GL conducts

unannounced annual surveys which is why the Board receives last minute notification. Infection Control/flu/corona virus update was selected for April.

Commissioners Csernotta and Dilley expressed appreciation for the orientation process as new Board Commissioners, specifically to Ms. Howell and Ms. Walden from Medical Staff Services and Mr. Foley, Chief Financial Officer relating to hospital financials. The orientation has been very informative and very helpful.

GOOD OF THE ORDER

None

PUBLIC COMMENT – General Topics

Chairman Bruce opened the meeting to members of the public for comment on general topics.

ADJOURNMENT

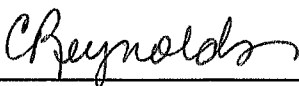
Chairman Bruce called for meeting adjournment.

All Board members were in unanimous agreement to adjourn the meeting.

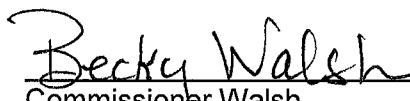
The meeting adjourned at 1:54pm.

MINUTES AND ATTACHMENTS APPROVED AND ADOPTED THIS 28th day of April, 2020.

ATTEST:



Cindy Reynolds
Executive Assistant



Commissioner Walsh
Board Secretary