

**HARBOR REGIONAL HEALTH COMMUNITY HOSPITAL
BOARD OF DIRECTORS REGULAR MEETING
October 26, 2021**

COMMISSIONERS (Voting)

- (X) Michael Bruce, District 2
- (X) Becky Walsh, District 5
- (X) Chris Thomas, District 1
- (X) Scott Dilley, At Large 2
- (X) Lynn Csernotta, District 3
- (X) David Quigg, At Large 1
- () Andy Bickar, District 4

OTHERS (Non-Voting)

- (X) Tom Jensen, CEO
- (X) Niall Foley, CFO
- (X) Dr. Anne Marie Wong, CMO
- (X) Melanie Brandt, CNO
- (X) Elizabeth Tschimperle, Exec. Dir. HMG
- (X) Chris Majors, Director Public Relations
- (X) Dr. Charles Best, Chief of Staff
- () Dr. Rachel Sell, Chief of Staff Elect
- (X) Cindy Reynolds, Exec. Asst.

Members of the Public

EDUCATION

Ms. Dori Unterseher provided a presentation on workplace non-violence training for Board Education. Of note;

- Healthcare workers are more likely to be victimized by Workplace Violence than any other industry, nearly 4 times greater than all others.
- The Workplace Violence Prevention training program provided by the organization meets requirements of State and Federal guidelines plus OSHA General Duty Clause to provide employees with a workplace free from recognized hazards likely to cause serious physical harm or death.
- When the organization began offering the course, all employees who had positions that could potentially encounter workplace violence was provided the training.
- Training is provided in a 4 hour initial course with a 2 hour renewal course to be taken annually thereafter.
- Additional de-escalation education modules are provided to staff annually during the Mandatory Annual All Staff Education.
- Commissioners were invited to attend the training.

CALL TO ORDER

Chairman Bruce called the meeting to order at 1:02p. Due to the COVID Pandemic's ongoing restrictions, today's meeting was conducted via Zoom.

CONSENT AGENDA

Submitted under the Consent Agenda were the Hospital Board Draft Minutes of September 28, 2021.

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

BOARD DISCUSSION AND ACTION

Medical Staff Credentialing

Submitted was the October Medical Staff Credentials Report for Board review and approval. A revised Credentials report was emailed to Commissioners prior to meeting.

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

CHAIRMAN / COMMITTEE REPORTS

Chairman's Report

WSHA Governance Education

Chairman Bruce reminded Commissioners to take advantage of the upcoming WSHA Governance Education sessions. Sessions are noted on the November calendar.

Timecards

Chairman Bruce reminded Commissioners to submit their October timecards by the end of the month.

COMMITTEE REPORTS

Board Quality Report

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

- 1) Standing items of monthly, quarterly, and semi-annual reports were received and reviewed.
 - o Quality, Risk, Compliance, and Privacy
 - o The DOH Audit report was reviewed.
 - o ED Left without Being Seen
 - CNO Melanie Brandt continues to dig deep with a multidisciplinary team to meet the needs of ED patients and address left without being seen.
 - o HCAHPS;
 - Data is well organized and provided to Directors for review by Mr. Jason Halstead, Director of Quality, Risk, and Compliance.
 - o Physical Environment
 - o Infection Control
 - o Blood Use
- 2) The Committee welcomed a new member, Dwayne Lunde, the new Director of Plant Services.
- 3) We have a new Security company who provides onsite security 7 days per week in 12 hour shifts.
- 4) Based on patient survey comments, 52% of those surveyed rated hospital services overall at a 10.

Board Finance Report

Commissioner Thomas provided report on the October Board Finance Committee meeting. Of note;

Highlights for September 2021:

- Outpatient Volumes
 - OP registrations 19% below target MTD; 13% below target YTD
 - ED visits 17% below target MTD; 14% below target YTD
 - RHC visits 5% above target MTD; 5% above target YTD
- (-) Inpatient Volumes
 - Admissions 17% below target MTD; 15% below target YTD
 - Patient Days 1% above target MTD; 16% below target YTD
 - IP surgical cases 42% below target MTD; 20% below target YTD

Consolidated Financial Summary:

Net Operating Revenue:	\$ 7,347,581
Total EBIDA Expenses:	\$ 8,106,741
EBIDA Gain (Loss)	\$ (759,160)
Net Operating Gain (Loss):	\$(1,151,255)
Net Income Gain (Loss):	\$(1,286,340)

Financials / Statistics:

- Higher operating costs with lower than expected volumes.
 - Staffing challenges continued to impact patient care service line volumes including inpatient surgical cases. Temporary staffing continues to drive up staffing costs.
 - Global supply chain impacts continue.
- Longer patient stays are reflective of higher acuity patients being seen.
- A global spike in natural gas prices is expected to impact utility costs throughout the fall and winter months.
- Application has been submitted for additional CARES Act funds and Rural Provider funds. The outcome is unknown at this time.

GHCH Board Foundation Report

Commissioner Walsh provided report on the October Board Foundation meeting. Of note;

- The Treasurer's report for September was received.
- The Foundation investment account has realized an increase of \$456k year to date.
- The Foundation has approved purchases totaling \$276,076 year to date.
- Capital campaign was discussed.
- The signage is complete on the East campus. A special building dedication event will be coordinated with Greater Grays Harbor.
- A new Foundation logo was presented and approved for use.
- New membership was discussed. The Chair will follow up with a potential new member.
- Commissioner Walsh shared her intent to resign from the Foundation Board as Commissioner however, she requested consideration to remain on the Board as a private citizen.
- Hospital report out was provided by the CEO.

Executive Suite Summary Report

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

- An annual taco feed will be provided to staff and providers on Wednesday, October 27 at lunch times on both campuses. Boxed meals will be delivered to clinics and will be delivered after hours to night shift staff. Commissioners were invited to participate in the event.

OLD BUSINESS

None.

NEW BUSINESS

Board Education

The November Board Education will be Environment of Care Services.

GOOD OF THE ORDER

None.

PUBLIC COMMENT – General Topics

Chairman Bruce reported no public comments were received in advance of the meeting.

ADJOURNMENT

Chairman Bruce called for meeting adjournment.

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

The meeting adjourned at 1:35pm.

MINUTES AND ATTACHMENTS APPROVED AND ADOPTED THIS 23rd day of November, 2021.

ATTEST:



Cindy Reynolds
Executive Assistant



Commissioner Thomas
Interim Board Secretary