

**HARBOR REGIONAL HEALTH COMMUNITY HOSPITAL
BOARD OF DIRECTORS REGULAR MEETING
November 23, 2021**

COMMISSIONERS (Voting)

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

OTHERS (Non-Voting)

- (X) Tom Jensen, CEO
- (X) Niall Foley, CFO
- () 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. Sami Watts provided a comprehensive presentation on the organization's Environmental Services for November's Board Education. Of note;

- EVS staff clean all areas of the organization from the parking lots to the OR suites and everything in between. They manage all seven waste streams as well as the clean and soiled linen.
- EVS is available 24/7 on West Campus and 24/5 on East Campus with Saturday and Sunday 6:30am – 3:00pm.
- UV markers are used to determine the cleanliness of the areas being cleaned.

CALL TO ORDER

Chairman Bruce called the meeting to order at 1:01p. Due to the COVID Pandemic's ongoing restrictions, today's meeting was conducted via Zoom.

Excused Absences

Commissioner Csernotta provided notice she would not be in attendance in today's meeting.

ACTION: A motion was made by Commissioner Dilley, seconded by Commissioner Thomas, and unanimously carried to approve Commissioner Csernotta's absence.

CONSENT AGENDA

Submitted under the Consent Agenda were the Hospital Board Draft Minutes of October 26, 2021.

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

BOARD DISCUSSION AND ACTION

Medical Staff Credentialing

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

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

CHAIRMAN / COMMITTEE REPORTS

Chairman's Report

Form 990 Acknowledgement

Chairman Bruce called for Commissioners acknowledgement of receiving and reviewing the 2020 Form 990. Commissioners present confirmed receipt and review of the Form 990 with the exception of Commissioner Thomas who was unable to confirm receipt. A copy will be resent to Commissioner Thomas.

Board Foundation Membership Requests

Chairman Bruce brought forward a letter received from the Board Foundation requesting reappointment of Stan Woody, Sharon Taylor and Dr. Stephen Rupert for a three year term of 2022 through 2025.

Chairman Bruce also brought forward a letter received from the Board Foundation requesting addition of two new members, Dave Haviland and Becky Walsh to the Board Foundation for a 3 year term 2021 through 2024.

ACTION: A motion was made by Commissioner Quigg, seconded by Commissioner Dilley, and unanimously carried to approve a) the term extensions as requested above; Stan Woody, Dr. Stephen Rupert, and Sharon Taylor for a 3 year term from 2022 through 2025 on the Board Foundation and b) the new members as requested above; Dave Haviland and Becky Walsh, for a 3 year term from 2021 through 2024 on the Board Foundation.

Adhoc Bylaws Committee

The Adhoc Bylaws Committee have met several times and have submitted proposed revisions to the Hospital Bylaws. The revisions were provided earlier to all Commissioners for review. Chairman Bruce called for any discussion to which there was none.

ACTION: A motion was made by Commissioner Dilley, seconded by Commissioner Thomas, and unanimously carried to approve the revisions to the Hospital Bylaws as amended.

COMMITTEE REPORTS

Board Quality Report

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

- 1) Standing items of monthly, quarterly, semi-annual reports were received and reviewed.
 - o Quality, Risk, Compliance, and Privacy
 - o ED Left without Being Seen
 - o Nursing Outcomes
 - o Medication Safety

CONFIDENTIALITY; The recognition of the sensitivity of quality control and quality improvement information is of primary importance. All Quality Improvement and/or Quality Control information, written or electronic, shall be entitled to all the privileges and immunities afforded under law including those privileges and immunities established under Washington's RCW 4.24 and 7.41.

- o Care Transitions and Utilization Review
 - o Family Birth Center
 - o MEC
- 2) The Cardiac Cath Lab Quality Assurance report was postponed to the next meeting as the Director was called out of the meeting.
- 3) Mr. Halstead continues to gather data on surveys completed by patients seen in the ED and inpatients. The results are provided to department Directors for follow up.
- 4) Commissioner Thomas was appointed to the team to replace Commissioner Walsh.

Commissioner Quigg was called out of the remainder of the meeting.

Board Finance Report

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

Highlights for October 2021:

- (-) Outpatient Volumes
 - OP registrations 30% below target MTD; 15% below target YTD
 - ED visits 22% below target MTD; 15% below target YTD
 - RHC visits 14% below target MTD; 3% above target YTD
- (-) Inpatient Volumes
 - Admissions 27% below target MTD; 16% below target YTD
 - Patient Days 17% below target MTD; 16% below target YTD
 - IP surgical cases 41% below target MTD; 22% below target YTD

Consolidated Financial Summary:

Net Operating Revenue:	\$ 7,206,838
Total EBIDA Expenses:	\$ 7,901,802
EBIDA Gain (Loss)	\$ (604,964)
Net Operating Gain (Loss):	\$(1,004,617)
Net Income Gain (Loss):	\$ (764,003)

Financials / Statistics:

- Total outpatient volumes have improved slightly from prior year. Total admissions have declined primarily due to staffing.
- The WSNA contract has been ratified which should assist with nursing recruitment.
- All costs have increased throughout the year (supplies, staffing, PPE).
- Global supply chain remains a significant factor which is currently affecting baby formula.
- Previously approved funds were moved from the District checking account to the interest earning State Investment Pool.
- The October Check warrants were approved.
- Discussion was held on volumes, staffing loss, and relationships with managed care organizations.

GHCH Board Foundation Report

Commissioner Thomas provided report on the November Board Foundation meetings. Of note;

- A quarterly financial investment report was received.
- The October financials were presented and reviewed.
- Commissioner Dilley was appointed to the Foundation to replace Commissioner Becky Walsh.
- A capital fundraising campaign is underway.
- In collaboration with Greater Grays Harbor Inc., the East campus building dedication is scheduled for Wednesday, December 1 at 12:00pm.
- Requests for re-appointment of three members and addition of two new members was approved to move forward to the full Board for consideration.

Executive Suite Summary Report

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

- Commissioner Lynn Csernotta and hospital leaders had opportunity to speak with a community group in Ocean Shores this week. Also in attendance was Harsheim Ross from SeaMar and Representative Chapman. The hospital fielded questions from the group relating to future healthcare opportunities within the beach community.
- Mr. Jensen and Elizabeth Tschimperle were provided a tour of the SeaMar facility in Ocean Shores.

OLD BUSINESS

None.

NEW BUSINESS

Board Education

Chairman Bruce brought forward a recommendation to suspend the Board Education in the month of December.

ACTION: A motion was made by Commissioner Bickar, seconded by Commissioner Dilley, and unanimously carried to suspend Board Education in the month of December.

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 1:36pm.

MINUTES AND ATTACHMENTS APPROVED AND ADOPTED THIS 28th day of December, 2021.

ATTEST:



Cindy Reynolds
Executive Assistant



Commissioner Thomas
Interim Board Secretary