

**GRAYS HARBOR COMMUNITY HOSPITAL  
BOARD OF DIRECTORS REGULAR MEETING  
November 24, 2020**

**COMMISSIONERS PRESENT**

Michael Bruce, District 2  
Becky Walsh, District 5  
Chris Thomas, District 1  
Scott Dilley, At Large 2  
Lynn Csernotta, District 3

**OTHERS PRESENT**

Niall Foley, CFO, GHCH  
Tom Jensen, CEO, GHCH  
Cindy Reynolds, Exec. Asst., GHCH  
Chris Majors, Director Public Relations, GHCH  
Melanie Brandt, CNO, GHCH  
Dr. Anne Marie Wong, CMO, GHCH

**ABSENT**

Andy Bickar, District 4  
David Quigg, At Large 1

Members of the Public

**EDUCATION**

Ms. Julie Feller, Executive Director of Human Resources, provided presentation on the Human Resources Department. Highlights included employee turnover, reimbursable employer status, unemployment, COVID organizational effect, and CARES Act benefits.

**Absences**

Commissioner Quigg provided notice he would not be in attendance during tonight's meeting.

**ACTION:** A motion was made by Commissioner Dilley, seconded by Commissioner Thomas, and unanimously carried to excuse Commissioner Quigg.

**CALL TO ORDER**

Chairman Bruce called the meeting to order at 6:02p. 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 October 27, 2020.

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

**BOARD DISCUSSION AND ACTION**

**Community Health Needs Assessment**

Presented was the 2020 Community Health Needs Assessment for review and approval.

**ACTION:** A motion was made by Commissioner Walsh, seconded by Commissioner Thomas, and unanimously carried to approve the 2020 Community Health Needs Assessment as presented.

**Medical Staff Credentialing**

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

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

## **CHAIRMAN / COMMITTEE REPORTS**

### **Chairman's Report**

#### **Board Foundation Membership**

Chairman Bruce brought forward a letter received from the Board Foundation requesting reappointment of three current members and appointment of four new members. Chairman Bruce indicated two resignations were received from the committee to which two new members will replace. Commissioner Walsh reported there was clear support from Foundation members in support of the new additions and to continue with the current individuals. The committee will be looking at expanding Foundation Board membership in the future.

**ACTION:** A motion was made by Commissioner Csernotta, seconded by Commissioner Dilley, and unanimously carried to approve the Board Foundation membership request as presented.

#### **Governance Education**

Chairman Bruce provided clarification on the WSHA Board Governance Certification for those completing their courses in 2019. For those seeking to obtain certification in 2020, Commissioners must have 12 hours of governance education completed by 12/31/20.

## **COMMITTEE REPORTS**

### **Board Quality Report**

No November Board Quality meeting report out was provided in the absence of the Committee Chair. November meeting report out will be moved to the next Hospital Board meeting.

### **Board Finance Report**

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

Highlights for October 2020:

- (-) COVID-19 Impact
  - ED visits 20% below PY MTD, 21% below PY YTD
  - Radiology visits 10% below PY MTD, 13% below PY YTD
  - RHC clinic visits 19% below PY MTD, 10% below PY YTD
  - Ongoing COVID response significantly driving costs of services higher in most expense categories, esp. wages, benefits, and supplies
- (-) Surgical Volumes
  - IP Surgical cases 23% below target MTD, 9% below YTD
  - OP Surgical cases 10% below target, 6% below YTD
- (-) IP Acute Volumes
  - Acute admits 16% below target MTD, 6% below YTD
  - Patient Days 15% below target MTD, 10% below YTD

**Consolidated Financial Summary:**

Net Operating Revenue:	\$ 6,987,708
Total EBIDA Expenses:	\$ 8,468,093
EBIDA Gain (Loss)	\$ (1,480,385)
Net Operating Gain (Loss):	\$ (1,865,198)
Net Income Gain (Loss):	\$ (1,929,086)

**Financials / Statistics:**

- All OP visits have seen a significant decrease in these last several months which continues to be related to the COVID pandemic.
- Surgical cases and Inpatient volumes remain below target.
- Due to lower than expected volumes due to COVID, gross revenue came in well below expectation.
- Continue to see increased costs in supplies, wages and benefits due to COVID impact.
- CMI is well below trend in all payers for the month.
- There are no additional relief funding expected until possibly after the new administration and congress are installed.
- Expenses were higher than expected primarily due to purchased services, agency, and professional services.
- Specialized laboratory COVID testing equipment is on order and is expected in the coming year. This will allow for COVID and other laboratory tests to be conducted on site.
- Days in Revenue; 67 days.
- The Patient Financial Services cash collections has made improvement.

**GHCH Board Foundation Report**

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

- A good report was received from the Account Executive.
- Discussed was the need for a sub-committee to review the Bylaws and a sub-committee to conduct a membership drive.
- Two member resignations were accepted. Dr. Eiland was appointed as the Interim Chair and Commissioner Thomas as Secretary.
- The Foundation continues to be vital to the organization.
- A digital marketing campaign was presented. Several thousand people were reached with a minimal investment.

**Executive Suite Summary Report**

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

- It is expected the Governor will be pushing out a proclamation early next week. It is anticipated some restrictions will be placed on elective surgeries.
- With COVID on the increase in the metropolitan areas, there is concern with ICU bed availability.

**OLD BUSINESS**

None.

**NEW BUSINESS**

Board Education

The December Board Education will be a 2021 Marketing and Branding overview.

**GOOD OF THE ORDER**

None.

**PUBLIC COMMENT** – General Topics

Chairman Bruce reported no public questions or comments were received in advance of the meeting. The public was reminded of the process of draft meeting agenda posting to the hospital website which includes question and comment submission instructions along with a deadline for response.

**ADJOURNMENT**

Chairman Bruce called for meeting adjournment.

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

The meeting adjourned at 6:47pm.

**MINUTES AND ATTACHMENTS APPROVED AND ADOPTED THIS 22<sup>nd</sup> day of December, 2020.**

**ATTEST:**



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Cindy Reynolds  
Executive Assistant



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Commissioner Walsh  
Board Secretary