

**GRAYS HARBOR COMMUNITY HOSPITAL  
BOARD OF DIRECTORS REGULAR MEETING  
September 27 2016**

**COMMISSIONERS PRESENT**

Andrew Bickar, District 4  
Miles Longenbaugh, District 3  
Pete Scroggs, At Large  
Robert Torgerson, At Large 1  
Becky Walsh, District 5

**OTHERS PRESENT**

Tom Jensen, CEO, GHCH  
Joe Vessey, CFO, GHCH  
Teresa Ramirez, Executive Assistant, GHCH  
Members of the Public

**ABSENT**

Armando Juarez, Jr, District 2  
Maryann Welch, District 1 (excused)

**CALL TO ORDER**

Commissioner Robert Torgerson called the meeting to order at 6:01 p.m.

**Absences**

President Maryann Welch is out of the country.

**Action:** A motion was made by Commissioner Walsh, seconded by Commissioner Bickar and unanimously carried to approve the excused absence for President Welch.

**Public Comment – Agenda Topics**

Commissioner Torgerson opened the meeting to members of the public for comment regarding topics listed on the agenda.

**EDUCATION**

A presentation was provided on the USDA Community Facilities Program, by Jeff Fivecoat, Senior Vice President, Public Finance, Piper Jaffray & Co.

**CONSENT AGENDA**

**Minutes**

- Minutes of August 23, 2016 Hospital Board meeting.
- Minutes of August 16, 2016 Board Quality Committee meeting.
- Minutes of August 18, 2016 Board Finance Committee meeting.

**Action:** A motion was made by Commissioner Longenbaugh, seconded by Commissioner Walsh and unanimously carried to approve the Consent Agenda.

**DISCUSSION AND ACTION**

**Medical Staff Credentialing**

Submitted was the Medical Staff Credentialing Report.

**ACTION:** A motion was made by Commissioner Scroggs, seconded by Commissioner Bickar, and unanimously carried to approve reappointment of Scott Light, PA-C, as an Allied Health Professional for a period of two years in the Specialty of Emergency Medicine.

**ACTION:** A motion was made by Commissioner Longenbaugh, seconded by Commissioner Walsh, and unanimously carried to approve appointment of Bonita Baker, MD, as Provisional Staff for a period of one year in the Specialty of Hospitalist.

**ACTION:** A motion was made by Commissioner Longenbaugh, seconded by Commissioner Walsh, and unanimously carried to approve appointment of John Chou, MD, as Provisional Staff for a period of one year in the Specialty of Hospitalist.

**ACTION:** A motion was made by Commissioner Bickar, seconded by Commissioner Walsh, and unanimously carried to approve appointment of Ati Yates, MD, as Provisional Staff for a period of one year in the Specialty of Hospitalist.

**ACTION:** A motion was made by Commissioner Walsh, seconded by Commissioner Scroggs, and unanimously carried to approve reappointment of Jonathan Gifford, MD, as Active Staff for a period of two years in the Specialty of General Surgery.

**ACTION:** A motion was made by Commissioner Bickar, seconded by Commissioner Scroggs, and unanimously carried to approve reappointment of Salam Hallak, MD, as Active Staff for a period of two years in the Specialty of General Surgery.

**ACTION:** A motion was made by Commissioner Bickar, seconded by Commissioner Walsh, and unanimously carried to approve reappointment of Robert Hovancsek, MD, as Active Staff for a period of two years in the Specialty of Podiatry.

**ACTION:** A motion was made by Commissioner Longenbaugh, seconded by Commissioner Walsh, and unanimously carried to approve reappointment of Charles Roberson, MD, as Active Staff for a period of two years in the Specialty of Orthopedics.

Noted was a resignation:

- Nathan Valentine, ARNP in the Specialty of Family Medicine.

Noted was a lapse in privileges:

- John Olsen, MD in the Specialty of IM/Cardiology.

Noted was a request for leave absence:

- Tracy Russell, MD in the Specialty of Pediatrics.

## **COMMITTEE REPORTS**

### **Board Quality Report**

Commissioner Scroggs provided report on the September meeting, with information encompassing:

- Education being provided on Cipher Health discharge follow-up phone calls. Patients will receive a follow-up call within a couple of days of being discharged from the hospital.
- The Patient Advocate was recognized for doing a great job in facilitating expedient responses to patient complaints, which has been vastly reduced from 30 days to 7 days.
- Significant improvements were noted in core measures.
- Implementation of T-sheets within the ED Dept., with a goal of moving toward an electronic

template in the future.

- The new flu vaccine; set-up to combat four different strains of the flu virus.
- The decrease in billing complaints, as a result of process improvement initiatives.
- JC responses have been submitted and accepted, with accreditation to be publicized.

#### Board Finance Report

Commissioner Longenbaugh provided report on the September Board Finance Committee meeting.

- Acute Admits were 20% under budget; Patient Days were up 8%; Length of Stays were over budget at 4.5 days; Outpatient Registration was up 19% above budget.
- Inpatient Revenue came in at \$10.5M; Outpatient Revenue was above budget approximately 20%.
- Operating Expenses were over budget \$100k; Salaries were under budget about \$50k; Benefits were under budget \$180k; Agency Fees were approximately \$190k over budget, as a result of needing specialty nursing staff in the Family Birth Center and the ED.
- Cash was up \$300k.
- Covenant ratios were consistent and meeting all covenants.

#### 2017 Budget Assumptions

The 2017 Budget Assumptions were presented during Board Finance, with Mr. Vessey highlighting some key considerations:

- Meaningful Use incentive money being replaced with continued MU cost outlays and the onset of penalties for noncompliance;
- Continual growth within Harbor Medical Group;
- Continuation of the MultiCare affiliation; and
- Inpatient volumes steadily decreasing.

#### Resolution

Submitted for approval was Resolution 2016-04 Key Bank Line of Credit Extension.

**Action:** A motion was made by Commissioner Longenbaugh and seconded by Commissioner Walsh.

It was clarified that the loan modification agreement essentially renews the agreement for another year.

The motion and second were unanimously carried to approve Resolution 2016-04 Key Bank Line of Credit Extension.

#### **CHAIRMAN'S REPORT**

None

#### **ADMINISTRATION**

##### Executive Suite Summary

Submitted was the Executive Suite Summary Report. Mr. Jensen commended leadership for their hard work in compiling voluminous documents and information in order to complete the USDA application.

Residency Program; WWAMI is a regional medical education program based out of the University of Washington, and an acronym representing the states it serves (Washington,

Wyoming, Alaska, Montana, and Idaho). Each state participating in WWAMI partners with the UW School of Medicine to educate a fixed number of medical students from and for their state. Dr. Schmitz of the Boise Idaho Residency Program has been actively participating in WAMI, and understands the medical needs on the Harbor. The program would allow GHCH to accept primary care residents, and hopefully retain them after completion of their residency program.

MRI Project; The MRI project is being folded into the USDA Project. In the past, the Murdock Grant has been thoughtful toward rural communities, and Mr. Kahl has been facilitating the process of seeking a grant of \$250k to help financially support the MRI project.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Board Education; Value Based Purchasing was selected for Board Education in October.

October Board Meeting; In September, a decision had been made to move the October board meeting to November 1<sup>st</sup>; however, after discussion during Board Finance, a recommendation was made to reinstate the October 25<sup>th</sup> board meeting so that Commissioners have the opportunity to receive the budget and budget assumptions prior to the Budget Hearing. It was agreed to reinstate the October 25<sup>th</sup> Board meeting.

### **PUBLIC COMMENT** – General

Commissioner Torgerson opened the meeting to public comment from members of the community regarding issues that were not part of the agenda.

### **NEXT MEETINGS**

Board Meeting - Tuesday, October 25<sup>th</sup>, 2016 at 1:00p in Conference Room C.

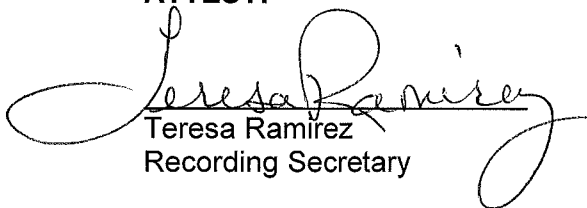
Budget Hearing - Tuesday, November 1<sup>st</sup>, 2016 at 1:00 in Conference Room C.

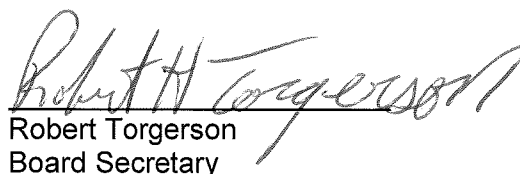
### **ADJOURNMENT**

A motion was made by Commissioner Walsh, seconded by Commissioner Longenbaugh, and unanimously carried to adjourn the meeting at 6:50 p.m.

**APPROVED AND ADOPTED THIS 25<sup>th</sup> day of October, 2016.**

**ATTEST:**

  
Teresa Ramirez  
Recording Secretary

  
Robert Torgerson  
Board Secretary