

**HARBOR REGIONAL HEALTH COMMUNITY HOSPITAL
BOARD OF DIRECTORS REGULAR MEETING
May 24, 2022**

COMMISSIONERS (Voting)

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

OTHERS (Non-Voting)

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

Members of the Public

EDUCATION

An excellent Board Education was provided by Mr. Kevin Hanson, Executive Director Revenue Cycle; Reduction in Accounts Receivables. Mr. Hanson fielded questions from Commissioners. Mr. Hanson and his team were thanked for the extensive work they are doing with revenue cycle.

CALL TO ORDER

Chairman Bruce called the meeting to order at 6:00p. 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 April 26, 2022.

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

BOARD DISCUSSION AND ACTION

Medical Staff Credentialing

Submitted was the May Medical Staff Credentialing Report for Board review and approval. Additionally submitted was a request from the Credentialing Committee to move Providers from a two year reappointment term to a three year reappointment term. The current list of Providers was submitted.

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

Chairman's Report

WSHA Leadership Summit

Board Commissioners attended the 2022 WSHA Leadership Summit in Walla Walla on May 15-17. Sessions were available in person and virtually for those who could not attend in person. Topics covered were:

- The Power of Unity
- The Board's Role in Leading a Culture of Safety

Emerging from COVID
Structured Leadership
Healthcare Equity
Leadership Resilience

WSHA Annual Meeting

The WSHA Annual Meeting is scheduled for October 16-18. Commissioners were asked to inform Ms. Reynolds of their desire to participate in person or virtually.

Board Education Workshop Fall 2022

The Board Education Workshop is tentatively set for August 28-30. The guest speaker has confirmed availability during this time. Final confirmation is pending from the meeting venue.

Timecards

Timecards are due to Ms. Reynolds by Tuesday, May 31.

Healthcare Safety

Commissioners were reminded they should not come to the hospital for meetings if they are exhibiting any COVID, cold, or flu like symptoms.

COMMITTEE REPORTS

Board Quality Report

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

- 1) New member, Nicole Simons, new Director of Emergency Services was welcomed to the Committee.
- 2) Standing items of monthly, quarterly, semi-annual reports were received and reviewed.
 - o Quality, Risk, Compliance, and Privacy
 - Quality;
 - * The organization is doing very well in completing the items noted on the DNV Survey corrective action plan (CAP).
 - * The Quality Dept. now has access to multiple drillable data sets through WSHA which are displayed through comprehensive graphs/charts.
 - Risk;
 - * Complaints/Grievances; report presented and reviewed.
 - * Device recalls / failures; report presented and reviewed.
 - Compliance/Privacy;
 - * There was one privacy investigation in April that was not substantiated.
 - * Policies are being reviewed/revised as needed.
 - o ED Left without Being Seen
 - LWBS/Walkaways has trended up in April primarily due to an increase inpatient volume, staffing, and increased patient acuity.

- Nursing Outcomes
 - The CNO will be conducting a deep dive into various areas to improve falls.
- Medication Safety
 - Overall, reported medication events have decreased and remain below range.
 - Special thanks was given to Val Munn in IT Dept. for work in creating/pulling reports and driving increased e-prescribing compliance.
- Family Birth Center, Infection Control, and MEC reports were postponed until June.

Board Finance Report

Commissioner Dilley provided report on the May Board Finance Committee meeting. Of note;

Highlights for April 2022:

- (+-) Outpatient Volumes
 - Total OP registrations down 8% from budget; down 2% from PYTD
 - RHC visits up 15% from budget; 15% from PYTD
 - OP surgical cases up 2% from budget; down 20% from PYTD
 - Radiology visits up 6% from budget; up 1% from PYTD
- (-) Acute Inpatient Volumes
 - Admissions 11% below target
 - Patient Days 3% above target
- (-) Length of Stay
 - Medicare LOS 10% above target YTD; up 22% over PYTD
 - Total LOS up 7% from YTD target; up 9% from PYTD

Consolidated Financial Summary:

Net Operating Revenue:	\$ 8,606,816
Total EBIDA Expenses:	\$ 8,342,259
EBIDA Gain (Loss)	\$ 264,557
Net Operating Gain (Loss):	\$ (131,795)
Net Income Gain (Loss):	\$ (678,945)

Financials / Statistics:

- RHC clinics continue to trend slightly above target with the addition of the Hoquiam Clinic providers.
- YTD Net Operating Loss; \$3.5M.
- Salaries and benefits are below budget however agency costs continue to remain high.
- The Medicare Advance is now being repaid at 50% of total claims. It is anticipated the loan will be repaid by end of the year.
- Days Cash on Hand; at 84.
- Days in AR at target; 60 days.
- Positive improvement on net operating revenue and operating margin.
- Prompt Care visits are trending up.

Discussion was held on possible recommendations that can be made by the Finance Board to affect areas such as filling open positions, reducing agency costs, incentives for legacy retention and new employees, increasing volumes, etc.

GHCH Board Foundation Report

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

- Foundation investment portfolio was presented. The account portfolio is down 15% year to date, and a healthy return overall at 8% since 2016.
- April financials were presented.

Highlights for April 2022:

Cash and Other Assets;	\$ 7,829,747
Revenue;	\$ (535,175)
Expenses;	\$ 3
Net income (Loss);	\$ (535,178)

- A request for funding was approved for an adaptable arm positioner for the OR (\$16,226).
- The request to purchase an event software was approved for purchase pending contract approval by hospital administration.

Executive Suite Summary Report

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

- Positive COVID cases continue to increase in the county and within the organization.
- Hospital Week was celebrated May 11.
- The organization is very pleased to have a new Emergency Services Director on board.
- Challenges remain with staffing the hospital and clinics.

Commissioner Csernotta thanked clinical and nursing staff for working with the 1st and 2nd college students.

Commissioner Quigg thanked Mr. Majors for excellence in photography, videography and articles being posted on social media.

OLD BUSINESS

None.

NEW BUSINESS

Board Education

The June Board Education selected was Physician Recruitment presented by Ms. Elizabeth Tschimperle, Executive Director of HRH Medical Group.

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 7:00pm.

MINUTES AND ATTACHMENTS APPROVED AND ADOPTED THIS 28th day of June, 2022.

ATTEST:



Cindy Reynolds
Executive Assistant



Commissioner Thomas
Board Secretary