

**GARFIELD COUNTY HOSPITAL DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING**

May 4, 2011

Meeting called to order at: 18:00

Present: Roger Dumbeck, Jenness Evanson, Vonni Mulrony, Pat Richardson, Jim Maves

Staff & Guests: Andrew Craigie, Jeff Jones, Karen Hill, Shannon Jones, Susan Morrow, Michele Beehler, Ray Hoffman and Glenn Houser, M.D.

PRESENTATIONS

1. Conflict of Interest Statement: If there is any item on the agenda that may represent a conflict of interest to any Commissioner they are welcome to notify the Chairperson at this time. No one has indicated any conflict of interests at this time.
2. Consent Agenda:
 - a. Board of Commissioners Minutes April 6, 2011
 - b. Finance Committee Minutes April 28, 2011
 - c. Quality Team Minutes April 6, 20, 2011
 - d. Safety Committee Minutes – April 21, 2011
 - e. Board Standards Checklist
 - f. AP Vouchers
 - g. Payroll Vouchers

Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the assembly. A Motion was made by Pat to approve the consent agenda and seconded by Jim; and passes unanimously.

3. Presentations/Committees

- a. Quality:
 - i. Presentation by Andrew Craigie: Using Lean Methods to Achieve Meaningful Use, how the district is preparing to adopt new electronic health record technology to comply with federal standards under the HITEC Act
- b. HUGS Auxiliary: New games have been purchased for the residents, at a recent outing residents had lunch at the Town and Country Restaurant. Janice Ledgerwood is taking classes to complete her Activities Certification, and the new activities assistant Caroline Moore is doing a wonderful job. HUGS had two purchases for approval from the board, \$709.50 for tables and chairs for activities and \$72.08 for reimbursement for gift shop supplies. Motion was made by Pat to approve the two purchases, and seconded by Jenness, and was approved unanimously.
- c. Resident Council Report by Jenness Evanson: There were a lot of residents in attendance, and they were happy with the recent changes that Ken had made to the air vent system. There were no concerns with the nurse call system. Everyone was generally happy at the meeting with no major concerns.
- d. Medical Staff: Jonathan requested the medical staff participate in peer review on the patients that he is treating, especially those patients with back problems. It was agreed that some peer review time

dedicated to therapy services would be very informative for the entire provider staff. There was some concern that routine lab draws were not being offered during the holiday. Chief Nursing Officer Susan Morrow was going to review the issue and make sure staff is aware of the hospital's policy to complete lab draws regardless of the holiday.

- e. Clinic Report: There is a new receptionist at the clinic, Jill Walters. March was a very busy month for the clinic, April was very slow. The clinic is in the process of transitioning patients with the departure of one of our providers, letters will be sent out this week to notify patients.
- f. Finance Committee Report:
 - i. AR is down to 50 days again, and aged AR over 120 days is also significantly lower.
 - ii. YTD \$150K net gain for the year, expenses are down \$45K. Managers have done a great job managing their expenses.
 - iii. We have received the Medicaid cost report that states we will owe \$648K for last year, which was anticipated. The majority of those funds are covered by reserves put aside for this purpose.
 - iv. The Finance Committee approved a policy change improving how holiday pay is administered. The holiday will be withdrawn from the PTO pool and set in a separate category annually that will have no cash out value, which will also result in a lower PTO liability.
 - v. The Capital Repair and Replacement reserve remains untouched, and staff is comparing investment alternatives for capital reserves.

OLD BUSINESS

1. Update on capital projects:
 - a. Tub/Shower Room: Replacement tub/shower design and sample finishes were shared with the commissioners. The architect has submitted the design to the Department of Health for review.
 - b. EHR Taskforce Update: Refer to the quality presentation
 - c. Hot Water Tanks: Replacements have been successfully installed and everything is working well.

Public Comment: Pat Richardson made a public comment on the Puget Sound Energy mailing that was received this week and the link www.pse.com/lowersnakeriver has a great review of what is going on in the county.

Ray Hoffman commented on his experience with the district and shared his future plans, the commissioners and staff thanked him for his years of dedicated service

Andrew Craigie passed around the small works roster qualifying project update for the commissioners.

NEW BUSINESS:

1. An update on the modified staffing plan that is now in place, due to the anticipated impact of state and federal budget cuts and a low census at our facility.
2. Credentialing packet with a new radiologist for Virtual Radiology was presented to Dr. Houser and the board for review and acceptance.

ADMINISTRATOR

1. Reports & Correspondences:
 - a. Legislative Update
 - b. Lower Snake River Wind Power News
 - c. American Hospital Association TrendWatch

- d. Pomeroy School District Parent Newsletter
- e. RHQN Quality Newsletter
- f. Possible dates for Joint meeting with Dayton. None available yet.

The regular meeting recessed at 20:45.

The board convened an executive session at 20:50

Executive Session: The executive session is expected to last no longer than 45 minutes; RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

Executive Session concluded at 21:18

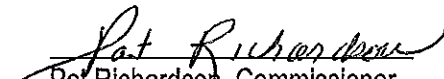
The regular meeting reconvened at 21:19

A motion was made to revoke clinical privileges for Suzanne Grove, ARNP; the motion was seconded and approved unanimously.

A motion was made to grant clinical privileges to radiologist Shelly Jain, MD; the motion was seconded and approved unanimously.


Meeting was adjourned at 21:23


Next meeting will be June 1, 2011


Pat Richardson, Commissioner


Jenness Evanson, Commissioner


Vonn Mulrony, Commissioner


Roger Dumbeck, President


Jim Maves, Secretary