

**ALLIANCE GOVERNANCE BOARD  
ANNUAL MEETING****MINUTES****Wednesday, January 4, 2017****AGB CALL TO ORDER**

The Alliance Governance Board (“**AGB**”) meeting was called to order by Jeanette Greenfield at 3:00 pm in the Godard Room at EvergreenHealth Monroe (“**EHM**”). Present at the meeting were the following Directors and staff: Tony Balk, SCPHD#1 Commissioner; Steve Matuschak, SCPHD#1 Commissioner; Al DeYoung, KCPHD#2 Commissioner; Jeanette Greenfield, KCPHD#2 Commissioner, Bob Malte, EH CEO; Scott Olander, EHM CFO; Wendy Kesl, EHM CNO; Lisa LaPlante, EHM CQO; Jack Handley, MD, EHM CMO; Tina Mycroft, EH SVP & CFO; James S. Fitzgerald, EH District General Counsel; John Patz, DO, EHM Medical Staff President; Sharon Klingner, EHM Executive Assistant; and Kris Burnham, EHM Executive Assistant. Excused from the meeting was Neil Johnson, EHM Interim CAO. Guests included Midori Larrabee, MD, EHM Hospitalist Medical Director; Ben Chao, EHK Administrative Intern; and Juan Aragon, MD, EHK Specialty Clinics.

**EXECUTIVE SESSION**

At 3:00 pm Commissioner Greenfield announced the Board would proceed into an Executive Session as permitted by RCW 42.30.110 and 70.44.062 to consider and discuss litigation, personnel, property, quality improvement committee matters, and/or medical staff privileges. The Executive Session was scheduled for approximately 15 minutes. Attendees of the Executive Session were: Tony Balk, Steve Matuschak, Jeanette Greenfield, Al DeYoung, Bob Malte, Tina Mycroft, James S. Fitzgerald, Scott Olander, Wendy Kesl, Lisa LaPlante, Jack Handley MD, John Patz DO, Sharon Klingner, and Kris Burnham.

At 3:05 pm, the Executive Session concluded and the open public meeting resumed.

**PUBLIC COMMENT**

No one from the public was in attendance or wished to comment.

**PRESENTATION**

Ben Chao, EHK Administrative Intern, and Dr. Juan Aragon were present for a Primary Care presentation to update the AGB on the current state of primary care in the Monroe service area to include an Operational Plan for EH Primary Care in Monroe and Sultan. Key items noted:

- In terms of market analysis, we are looking at a 5 ½% growth in our service area over the next 5 years. Population growth is driven by under 20 and over 65 segments, and the market is broad with a growing Hispanic population.
- Sultan and Monroe Primary Care practice profiles were shared. Sultan is closed to new patients until a new practitioner comes on board. Monroe sees 80 new patients a month at the clinic. Ten percent of the primary care patients come from the Snohomish area. A print and direct mail marketing campaign were done in 2016 and featured “schedule an appointment today” tag line. In addition, a new mover mailer is sent to welcome new residents to our service area in both Monroe and Sultan.
- A Providence/EH comparison was done in terms of brand/reputation, relationship with the community, appointment access, and breath of services.
- Four main strategies identified for growth plan included:



- Increase number of providers at Monroe and recruit a rural-oriented provider to Sultan.
- Optimize appointment scheduling and non-traditional scheduling.
- Capture new patients under 19 and promote practice for new families.
- Improve ease of find and experience and increase provider/community involvement.

### **ACTION ITEMS**

#### **Medical Staff Credentialing Report**

Dr. Handley presented the December Credentialing Report. Dr. Handley indicated there are no other concerns and recommends approval of the Credentialing files. The following items were approved by the Medical Executive Committee in December:

#### **INITIAL APPOINTMENTS/PROVISIONAL**

<b>APPLICANT</b>	<b>PRIVILEGES</b>	<b>MEMBERSHIP</b>
Forouzannia, Arman, MD	Diagnostic Radiology	Provisional Courtesy
Hendon, Natalie, MD	Neurology w/ Special Privileges in Telemedicine/Telestroke	Provisional Courtesy
Kay, Marian D., MD	Neurology w/ Special Privileges in Telemedicine/Telestroke	Provisional Courtesy
Lundeen, Jessica M., MD	Neuro Neurology w/ Special Privileges in Telemedicine/Telestroke	Provisional Courtesy
Park, Raymond D., MD	Neurology w/ Special Privileges in Telemedicine/Telestroke	Provisional Courtesy

#### **PROVISIONAL ADVANCEMENTS:**

<b>APPLICANT</b>	<b>PRIVILEGES</b>	<b>MEMBERSHIP</b>
Abramova, Olga, ARNP	Allied Health	Provisional Courtesy
Anderson, Dennis, DO	Family Medicine	Provisional Courtesy
Hawkins, Maiyen T., DO	Gastroenterology/Conscious Sedation	Provisional Courtesy
McCormick, Julie, DO	Emergency Medicine	Provisional Active
Prabhu, Somanth, MD	Diagnostic Radiology	Provisional Courtesy
Pujol Boe, Lisa, MD	Internal Medicine	Provisional Courtesy
Rushton, John M., MD	Emergency Medicine	Provisional Active

#### **REAPPOINTMENTS:**

<b>APPLICANT</b>	<b>PRIVILEGES</b>	<b>MEMBERSHIP</b>
Osnis, Robert, MD	Diagnostic radiology w/ Vascular Intervention	Courtesy
Talavera, Jason A., MD	Cardiology	Courtesy
Wiltse, Melissa, RNFA	Allied Health/Surgery	Courtesy

#### **OTHER:**

<b>APPLICANT</b>	<b>PRIVILEGES</b>	<b>MEMBERSHIP</b>
Carlson, Kara, MD	Diagnostic Radiology	Courtesy
Schick, Cameron, MD	Orthopedic Surgery	Provisional Courtesy



**RESIGNATIONS:**

APPLICANT	PRIVILEGES	MEMBERSHIP
Scott-Fletcher, Bridget, ARNP	Allied Health/Addiction Medicine	Allied Health
Mazzoncini, Joseph Jr., MD	Emergency Medicine	Courtesy

Commissioner Greenfield called for a motion for approval.

**Motion:** Commissioner DeYoung moved to approve the December Medical Staff Credentialing Report as presented and to approve the New Appointments, Reappointments, Status Changes, and Privileges pertaining to the EvergreenHealth Monroe Medical Center Medical Staff and AHPs, as stated above. Commissioner Balk seconded the motion. **Motion carried unanimously.**

**Consent Agenda**

Commissioner Greenfield presented the Consent Agenda which included the December 7, 2016 AGB Minutes and the November A/P and Payroll Voucher Summary. There being no questions regarding the Consent Agenda, Commissioner Greenfield called for a motion to approve the Consent Agenda as presented.

**Motion:** Commissioner DeYoung moved to approve the Consent Agenda as presented. Commissioner Balk seconded the motion. **Motion carried.**

**Appointment of Officers for the AGB**

Commissioner Greenfield called for nominations for the appointment of the officers of the AGB.

**Motion:** Commissioner DeYoung moved to nominate Commissioner Balk as Chairperson of the AGB for 2017. Commissioner Matuschak seconded the motion. Commissioner Balk accepted the nomination. **Motion carried.**

**Motion:** Commissioner DeYoung moved to nominate Commissioner Greenfield as Secretary of the AGB for 2017. Commissioner Balk seconded the motion. Commissioner Greenfield accepted the nomination. **Motion carried.**

**REPORTS & DISCUSSION**

**Medical Executive Committee Report**

Dr. Patz reported the December Medical Executive Committee meeting was canceled and there was no report at this time.

**Chief Administrative Officer's Report**

In Mr. Johnson's absence, Dr. Handley reviewed the Chief Administrative Officer's Report which was included in the Board packet. Items highlighted included:

- Working with Dr. Chiou regarding recruitment of an anesthesiologist to ensure adequate coverage in the OR.
- Still in active negotiations with Dr. Hou to join Dr. Swenson's practice full-time.
- Great support from EH in working to improve the Recovery Center volumes. As of 1/1/17, inpatient and outpatient services for Addiction Medicine has its own cost center.
- Ms. Kestl gave an update on professional licensure and that a new process has been roled out 12/30/16 to monitor all licenses and certifications. All EHM staff are operating with a current and valid license.

### **Chief Medical Officer's Report**

Dr. Handley reported on the following:

- Dr. Eickerman will be working at the Woodinville Clinic beginning the end of January for vein referrals and to meet the Primary Care physicians.
- A formal business plan was done on having Dr. Ehulberg, Pulmonologist, here. From a financial perspective, it was decided to not set up this practice.
- Completing the last piece of telemedicine. A test will be done on Friday. All physicians are stroke certified and the nurses have been trained. Go-live is set for Monday, 1/9/17.

### **EvergreenHealth Updates**

Mr. Malte reported on the following:

- There are six viable candidates for the EHM CAO position. Close to 60 resumes were received. Interviews will begin the last week of January and hopefully an offer will be made by the end of February.
- There is an AGB Bylaws review meeting set for 1/11/17. Following this another committee will be formed to review all the Bylaws.
- A Governance Education Schedule was distributed for the months February-June. Mr. Malte's assistant will be sending invites to both the District and AGB Commissioners for these board development sessions. Mr. Malte noted the June Education Session is focused on the King County Commissioners. If this is a successful session, he will recommend that this be offered to the SCPHD#1 Board.

Ms. Mycroft reported she is working with Mr. Olander on a plan for a long term forecast for both campuses to include financial stability in terms of cash on hand and capital spending.

### **Quality Sub-Committee**

Lisa LaPlante reported that the Summary of the December Quality Sub-Committee meeting was included in the Board packet. There were no questions from the Commissioners on this report.

### **Executive Dashboard**

Ms. LaPlante reviewed the November Executive Dashboard, noting:

- Hand Hygiene compliance decreased. Ms. LaPlante met with Sandy Kreider from EHK and we will be rolling out the same program as EHK in the next month. Hand Hygiene champions will be identified in each department to assist with monitoring.
- Inpatient and ED saw a decrease in their patient satisfaction scores. These scores tend to go down when the hospital is slower. Ms. LaPlante noted that this also includes a relatively small number of responses. New goals will be set for 2017.
- HR is working with all managers to meet the employee evaluation goal of 90%.
- Door-to-doc continues to do well.

### **November 2016 Financial Review**

Mr. Olander reported inpatient revenue had a positive variance of 18.1% however the month of November was not a good month for the hospital. Expenses were high resulting in a net loss. The salaries of the hospitalists and the monthly payment to the ED Physician Group accounted for the variance in expenses. In the long term, we anticipate a positive revenue impact from the employed hospitalists as the hospital is able to care for more patients instead of transferring to another hospital. Results for November are a Net Operating Loss of (\$272,237) and a Net Loss of (\$231,252).



Mr. Olander reported we had a very solid cash month for November with cash on hand at 6.3 days, total receipts were \$4.7m and of that, \$2.8m were patient receipts. Mr. Olander stated he is encouraged by the preliminary numbers for December and looks for a more positive outcome.

### **CREDIT REVIEW**

Mr. Olander announced that Moody's conducted a credit review for the hospital and upgraded EHM to Ba3 from B1 and revised the outlook to stable from rating under review with direct uncertain. There was no fee for this credit review and Mr. Olander felt this was a fair and positive review.

### **NEW BUSINESS**

#### **Rolling Agenda**

In review of the Rolling Agenda, Dr. Handley recommended Dr. Larrabee present to the AGB perhaps in April the a report on the Hospitalist Program.

#### **Quarterly Transfer Report**

Wendy Kesl presented a quarterly report on Transfers. She noted all transfers from the ED were down to 4.6% for the month of November, compared to 5.0% in 2015. She reviewed the top 5 facilities where we transfer and reported that EH Kirkland transfers has gone up and Providence has decreased. Mental Health transfers went from 3.73% in 2015 to 4.63% in 2016, and many of these transfers went to Fairfax. Total transfers from the ED for the 2016 was 5.4% compared to 3.73% in 2015 with even a higher acuity.

### **COMMUNICATION**

Commissioner Greenfield stated the Marketing Report for the month of December was included in the Board packet. There were no further questions on this report.

### **ADJOURN**

There being no further business, Commissioner Greenfield adjourned the meeting at 4:47 pm.

### **ATTEST: ALLIANCE GOVERNANCE BOARD**

  
Commissioner Jeanette Greenfield, Chair

  
Commissioner Anthony Balk, Secretary

  
Commissioner Al DeYoung

  
Commissioner Stephen Matuschak

  
Bob Malte, Chief Executive Officer, EvergreenHealth