



**Board of Commissioners
Snohomish County Public Hospital District No. 1
Annual Board Meeting**

**Minutes
January 3, 2017**

The meeting was called to order at 5:33 p.m. by Commissioner Accetturo in the Godard Room at EvergreenHealth Monroe. Present from EvergreenHealth Monroe were Commissioner Matuschak; Commissioner Balk; Commissioner Strub; Commissioner Cabe; Commissioner Accetturo; Neil Johnson, Interim Chief Administrative Officer; Scott Olander, Chief Financial Officer; Wendy Kesl, Chief Nursing Officer; Lisa LaPlante, Chief Quality Officer; Sharon Klingner, Executive Assistant; and Kris Burnham, Executive Assistant.

EXECUTIVE SESSION

At 5:33 pm Commissioner Accetturo 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: Commissioner Matuschak; Commissioner Balk; Commissioner Strub; Commissioner Cabe; Commissioner Accetturo; and Neil Johnson, Interim Chief Administrative Officer.

At 5:50 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

In Sheila Page's absence, Wendy Kesl noted Ms. Page's Emergency Department presentation was included in the board packet and asked if the Commissioners had any questions. Ms. Kesl reported ED restraint compliance to documentation requirements has improved significantly from 25% to 88% for Quarter 4 of 2016. There were a total of 15 restraints for October/November. Ms. Kesl noted that restraint training was conducted with hospital staff and the Hospitalists in October and the ED Physicians in November.

In review of Press Ganey, Ms. Kesl reported nurse courtesy results and patient comments are reviewed regularly at staff meetings. Both charge nurses and the manager are doing patient rounding to improve patient satisfaction.

APPROVAL OF MINUTES

Review and Approval

Commissioner Accetturo called for a motion to approve the December 7th and December 20th, 2016 Minutes of the SCPHD#1 Board of Commissioners Meeting as presented.

Motion: Commissioner Balk moved to approve the December 7th and December 20th, 2016 SCPHD#1 Board of Commissioners Meeting Minutes as presented. Commissioner Strub seconded the motion. **Motion carried.**

APPOINTMENT OF SCPHD#1 BOARD OFFICERS

Commissioner Accetturo announced that at the first meeting of the year, the SCPHD#1 Board shall elect from its own members a President, who shall be referred to as the Chairperson, and

a Secretary. He further opened the nominations for Secretary. Commissioner Strub indicated he would be interested in the Secretary position. Commissioner Accetturo called for a motion for nominations of Secretary of SCPHD#1 Board of Commissioners.

Motion: Commissioner Matuschak moved to nominate Commissioner Strub, three times, as Secretary of SCPHD#1 Board of Commissioners. Commissioner Balk seconded the motion. **Motion carried.**

Commissioner Accetturo opened the nominations for Chairperson of SCPHD#1 Board of Commissioners. Commissioner Accetturo indicated he was interested in continuing as Chair of SCPHD#1 Board of Commissioners. Commissioner Accetturo called for a motion for nominations of Chairperson of SCPHD#1 Board of Commissioners.

Motion: Commissioner Balk moved to nominate Commissioner Accetturo, two times, and Commissioner Matuschak moved to nominate Commissioner Accetturo, one time, as Chairperson of SCPHD#1 Board of Commissioners. Commissioner Cabe seconded the motion. **Motion carried.**

REPORTS

Quality Sub-Committee

Ms. LaPlante reported the summary of the December Board Quality Sub-Committee was provided in the Board packet. The Art of Caring program was rolled out in October and will replace the current Heart of the Matter program. Commissioner Matuschak indicated he was interested in attending the next Art of Caring class when available. Ms. Kesl noted MSTU/CCU staff attended the training class in October and November which is presented by Kay Taylor from EH Kirkland. There were no further questions or comments from the Commissioners.

Executive Dashboard

Ms. LaPlante reviewed the November Executive Dashboard as follows:

- Hand Hygiene compliance has decreased. Ms. LaPlante reported she met with the Quality manager at EH Kirkland and that we will be rolling out the same program that Kirkland uses for their Hand Hygiene compliance. There will be champions in each department to assist with monitoring.
- Year-end scores for ED Customer Engagement will be provided at next month's Board meeting.
- We have exceeded the goal of 55 minutes for Pain Management for Long Bone Fractures. We are at 34 minutes.
- Ms. LaPlante reported that we will have a shared Dashboard between EHM and EHK in 2017.

FINANCE REPORT – November 2016

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.

AGB Meeting

Commissioner Balk noted the agenda and meeting minutes were included in the Board packet. There was no further discussion or questions from the Commissioners. Mr. Johnson stated that he will not be attending the AGB meeting tomorrow and can be contacted by cell phone if needed.

CAO Report – Neil Johnson

Mr. Johnson presented his CAO report and reported on the following:

- Met with Dr. Chiou from Monroe Anesthesia to discuss how to support Dr. Chiou with recruitment since his partner, Dr. Chen, has taken another position in Vancouver, Washington.
- Working with Dr. Hou to clarify some of the remaining details of our offer to become Dr. Swenson's partner.

Mr. Johnson then addressed the following questions from the Commissioners:

- Sultan Primary Care has recruited a physician who will begin in August. This clinic then will be fully staffed.
- Interviewing a physician for the Monroe Primary Care Clinic.

NEW BUSINESS

Transfer Quarterly 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.

Rolling Agenda

The current Rolling Agenda for the months of January/February/March was reviewed. Mr. Johnson noted the January EH Board Educational is to focus on the Commissioners of the King County Board. If successful, this could then be recommended for the SCPHD#1 Commissioners.

It was recommended that a tour of the Recovery Center be set up. Mr. Johnson suggested the tour and a report about the Recovery Center be scheduled after the marketing candidate has been hired and the new CAO is on board.

Board Goals/Objectives for 2017

Commissioner Accetturo led a discussion with the Commissioners of SCPHD#1 goals and objectives for 2017. He noted the District Board is somewhat limited by the AGB. The following are suggested goals and objectives for the Board:

- Step up as a Board in community involvement.
- Have two external information presentations. It was suggested that one be a health perspective from the Snohomish County Public Health Department.

- Participation in School functions, i.e., career fairs, etc. Commissioner Balk noted this should be done with all three school districts, Sultan, Snohomish, Monroe. He also noted that EHK invests dollars in a mental health program at schools and that a presentation from EHK on their Youth Mental Health Task Force be given to the Board. Mr. Johnson recommended that this be implemented after the new CAO is hired.
- Talk with public elected leaders regarding changing the rule about the Recovery Center not being able to take Medicaid because of our size.
- Ms. LaPlante suggested possibly adding Homelessness to this list as it is very prevalent in the Monroe area.

Mr. Johnson recommended that when the new CAO is hired the Board sit down with the CAO and discuss these goals and objectives.

CAO Search Update

Neil Johnson provided an updated on the CAO Search as noted in the Board packet. He reported to date there have been 50 plus candidates for the CAO position. Mr. Malte and Mr. Sampson are reviewing the candidates. The SCPHD#1 Board of Commissioners is not involved until the 2nd round of interviews. The SCPHD#1 Commissioners felt strongly that they interview separately from the AGB Board and have requested that a work session be scheduled with Mr. Sampson to prepare for the interviews.

OTHER

Commissioner Matuschak reported he spoke with the Controller, Dustin Greer, regarding the progress on the accounting software changes. Mr. Olander stated nothing has been done at this point as the new CFO at EHK is looking into our general ledger and materials systems to look toward possible integration with EHK. Mr. Olander did stated we did move to a new payroll system in March of 2016.

Commissioner Accetturo reported that two sections have been added to the back of the Board packet. One for the District Bylaws and the other for information on the Open Public Meetings Act. These documents will stay in the Board packet from meeting to meeting. Commissioner Accetturo also recommended that Jim Fitzgerald, EHK General Counsel, come meet with the District Board Commissioners to discuss the Open Public Meetings Act.

In follow-up to the Bylaws Ad-Hoc Committee, Commissioner Accetturo asked that Sharon Klingner send both he and Commissioner Strub copies of the SCPHD#1 Bylaws, the AGB Bylaws, and the Strategic Alliance Agreement. Commissioner Accetturo and Strub will be meeting regarding the District Bylaws and what is written in the Bylaws about when Commissioners from the District Board are selected to serve on the AGB Board, how many terms can they serve and for how long. There was discussion of a future ongoing Bylaws Committee and who is willing to serve on this Committee. This will be an agenda item for the next District Board meeting.

Commissioner Cabe asked that a letter be written on behalf of the Board Commissioners to thank the staff who completed the inpatient coding audit. Mr. Olander stated the HIM Department and Diane Shubert, Manager were involved in this audit. Sharon Klingner will prepare this letter and have it ready for the Commissioners to sign at the next meeting.

COMMUNICATION

Commissioner Accetturo noted the EvergreenHealth Marketing Report for EvergreenHealth Monroe was provided in the Board packet.

ADJOURN

With no further business to conduct, the meeting adjourned at 7:58 pm.


ATTEST:



Gregory Accetturo, Board Chair
& Commissioner



Alice Cabe, Board Secretary
& Commissioner



Stephen Matuschak, Commissioner



Charles Strub MD, Commissioner



Anthony Balk, Commissioner