

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

**Minutes
April 4, 2017**

The meeting was called to order at 5:30 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; Lisa LaPlante, Chief Quality Officer; and Kris Burnham, Executive Assistant. Wendy Kesi, Chief Nursing Officer, was excused from the meeting. Guests included Dr. Midori Larrabee, Hospitalist Medical Director, and Teri Cook, Regulatory and Risk Management.

PUBLIC COMMENT

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

PRESENTATION

Dr. Larrabee, Hospitalist Medical Director, presented the Hospitalist Service Spring 2017 Report. Since June of 2017, the hospitalist group has grown to four Internal Medicine physicians. Dr. Larrabee announced a 5th hospitalist, Dr. Chris MacCausland, has recently been hired. Dr. MacCausland has small hospital experience and will be an excellent addition to the hospitalist team. Services provided by the hospitalists were reviewed and included ED consultations, providing stress tests and coverage for the Recovery Center. Dr. Larrabee currently has data on the number of encounters for the day hospitalists but is unable to compare to EMCare since we don't have 24-hour census data. The Billing Department is working on providing this information. Goals for 2017 include partnering with the MSTU manager to improve nursing standards of care, developing hospitalist procedures and policies, and developing a co-management agreement with orthopedic surgery.

APPROVAL OF MINUTES

Review and Approval

Commissioner Accetturo called for a motion to approve the January 31, 2017, Minutes of the SCPHD#1 Board of Commissioners as presented.

Motion: Commissioner Matuschak moved to approve the January 31, 2017, Meeting Minutes, of the SCPHD#1 Board of Commissioners as presented. Commissioner Balk seconded the motion. ***Motion carried.***

Commissioner Accetturo called for a motion to approve the February 28, 2017, Special Meeting Minutes of the SCPHD#1 Board of Commissioners as presented.

Motion: Commissioner Cabe moved to approve the February 28, 2017, Special Meeting Minutes of the SCPHD#1 Board of Commissioners as presented. Commissioner Balk seconded the motion. ***Motion carried.***

Commissioner Accetturo called for a motion to approve the March 1, Special Meeting Minutes of the SCPHD#1 Board of Commissioners as presented.

Motion: Commissioner Balk moved to approve the March 1, Special Meeting Minutes of the SCPHD#1 Board of Commissioners as presented. Commissioner Cabe seconded the motion. ***Motion carried.***

REPORTS

Environment of Care / Annual Quality Report

Ms. LaPlante reported that because of the volume of the data, the Environment of Care Plans, the 2017 Quality Management Plan and the Performance Improvement Plans were emailed to the Commissioners for review prior to the meeting. There were no questions from the Commissioners on these reports.

Quality Sub-Committee

Ms. LaPlante reported the summary of the March Board Quality Sub-Committee was provided in the Board packet. The April Board Quality Sub-Committee meeting has been cancelled. There were 2 employee injuries reported for the month of March. Both injuries were due to lifting. Teri Cook, and the new Quality Manager, will be working on a new program for safe lifting education for staff. A lifting team will also be formed.

Ms. LaPlante announced Caitlin Walker has been hired as the Patient Safety and Quality Manager. Ms. Walker comes to EHM from the EH Quality Department. Ms. Walker's first day is April 24, 2017. There were no further questions or comments from the Commissioners.

Executive Dashboard

There was no discussion or questions from the Commissioners.

Finance Report – February 2017

Mr. Olander reported the hospital had solid financials for the month of February. The change in the Charity Care Policy is not yet reflected year to date, but Mr. Olander confirmed the change has been added to the budget. Lost time for employees has doubled since this time last year. Mr. Olander looked in to the details of the increase and confirmed the accuracy. The Recovery Center volume is improving and had 70 admits for the month. The marketing person for the Recovery Center started in March. EHM overall results for February were a Net Operating Gain of \$225,395 and a Net Gail of \$308,295. Mr. Olander added that for the month of March, the hospital hit a record on cash receipts collecting at \$4.6 million.

Mr. Olander also reported there have been complaints regarding the ambulance charges to take patients for MRIs at the MOB. He is currently negotiating with the transport company for a rate that could be contracted, but no agreement has been reached at this time. Mr. Johnson added that physicians are not be ordering MRIs for this reason. There is a need for the MRI to be onsite as a standard of care for patients. MRI utilization rate at the EH Kirkland campus is 5% and EH Monroe is 1%.

Service Line Analysis – Wound Center

With the close of hyperbaric at Providence Everett, the Wound Center has seen an increase in volume. There was discussion about the service line downward trend. The Wound Center provides a unique service with hyperbaric and is 1 of the 3 providers of this service in Washington. Mr. Johnson had recently been on a tour of the Wound Center and was very impressed, stating Dr. Borjeson is a physician champion.

Credit Review

In March, Fitch Ratings affirmed a "B" rating for the hospital removing the Watch status. This positive change is due largely to capital investments and overall operating performance.

AGB Meeting

Commissioner Accetturo noted the agenda and meeting minutes were included in the Board packet. There was discussion regarding the topic of EvergreenHealth Medical Group Access to Care Guidelines. Mr. Johnson clarified that the guidelines would not include patients that are within this District, that there is grandfathering for current patients, in addition to physician discretion for special circumstances. The intent is to be transparent with the guidelines and provide care in the total service area while ensuring financial viability of the clinics. There was no further discussion or questions from the Commissioners.

CAO Report – Neil Johnson

Mr. Johnson gave a brief report sharing that Renee Jensen will be starting on May 30, 2017. Mr. Johnson will work in Monroe 1 day a week during the transition and be available by phone.

EXECUTIVE SESSION

At 7:25 pm Commissioner Accetturo announced the Board would proceed into an Executive Session as permitted by RCW 42.30.110-(1)(g) to discuss performance of a public employee. The Executive Session was scheduled for 5 minutes. Attendees of the Executive Session were: Steve Matuschak, Tony Balk, Dr. Charles Strub, Alice Cabe, Greg Accetturo, Neil Johnson, Scott Olander, Lisa LaPlante and Kris Burnham.

The Executive Session lasted 5 minutes. At 7:30 pm the Executive Session ended and the public meeting opened.

NEW BUSINESS

Rolling Agenda

There were no comments or questions from the Commissioners on the April/May/June Rolling Agenda.

EHM AGB Bylaws and CAO Delegation Policy Review

This Action Item was submitted by Memorandum from Jim Fitzgerald, EH General Counsel, listing the proposed key changes. There was discussion about changes to the EHM AGB Bylaws. Commissioner Cabe inquired about the meaning of “another responsible executive,” as referred to on Page 5. It was decided that Mr. Johnson will contact Jim Fitzgerald to clarify this language at the AGB meeting on April 5, 2017. Commissioner Balk added that the language needs to be consistent with other documents.

Commissioner Strub called for a motion to approve The EHM AGB Bylaws and CAO Delegation Policy as presented with the understanding of receiving clarification on the definition of “responsible executive” at the AGB meeting on April 5, 2017.

Motion: Commissioner Matuschak moved to approve the EHM AGB Bylaws and CAO Delegation Policy as presented with the understanding of receiving clarification on the definition of “responsible executive” at the AGB meeting on April 5, 2017. Commissioner Cabe seconded the motion. ***Motion carried.***

Appointment Hearing for the Superintendent of SCPGH#1

Commissioner Accetturo referred to the Appointment Hearing of the Superintendent of SCPGH#1 Memorandum in the board packet submitted by Jim Fitzgerald, EH General Counsel.

Commissioner Accetturo called for a motion for Renee Jensen to be considered for the Superintendent of Snohomish County Public Hospital District No. 1, with appointment to occur at the next regular meeting on May 2, 2017.

Motion: Commissioner Matuschak moved to approve Renee Jensen be considered for the Superintendent of Snohomish County Public Hospital District No. 1, with appointment to occur at the next regular meeting on May 2, 2017. Commissioner Strub seconded the motion. **Motion carried.**

SCPHD#1 Bylaws Ad Hoc Committee Recommendations

The SCPHD#1 bylaw recommendations from the Ad Hoc Committee was tabled due to inconsistency in the tracked changes; showing both blue and red instead of just red. The tracked changes will be corrected to show the red and the topic will be brought to the next meeting.

OTHER

Commissioner Balk shared he had requested from the City to add 11 blue hospital "H" signs, and 7 were approved. The new signs will be put up in the next few weeks. The Department of Transportation has to give permission for 2 of the signs, so these will be delayed.

Mr. Johnson added that Dr. Ray Baker, President of the EH Medical Group, is leaving in July to semi-retire.

ADJOURN

With no further business to conduct, the meeting adjourned at 7:50 pm.


ATTEST:



Gregory Accetturo, Board Chair
& Commissioner



Charles Strub MD, Board Secretary
& Commissioner



Stephen Matuschak, Commissioner



Alice Cabe, Commissioner



Anthony Balk, Commissioner