

# **Three Rivers Hospital**

## **Board of Commissioners Regular Meeting**

July 28, 2015

Minutes

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The Three Rivers Hospital Board of Commissioners called a regular meeting to order at 8:06 a.m. Tuesday, July 28, 2015 in the Hillcrest Commons Area, 415 Hospital Way, Brewster, WA 98812. The presiding officer was Vicki Orford, Chair.

A quorum was present, including:

Vicki Orford, Chair  
Tracy Shrable, Secretary  
Cherri Thomas, Member

Others present:

J. Scott Graham, Chief Executive Officer  
Jennifer Munson, Chief Financial Officer  
Gretchen Aguilar, Chief Nursing Officer  
Raine Beeson, Operating Room Manager  
Jennifer Marshall, Administrative Assistant  
Tonya Vallance, Douglas Okanogan County Fire District 15 EMS Director  
Jayson Schmidt, McKinstry  
Casey McGourin, McKinstry

### **Mission, Vision & Values**

Board members took turns reading the mission, vision, and values statements.

### **Agenda**

C. Thomas motioned to approve the agenda as official, and T. Shrable seconded. Motion passed unanimously.

### **Minutes from Previous Meeting**

J. Munson noted a change under the administration report in the June 30, 2015 minutes: "Medicare" should be changed to "Medicaid." C. Thomas motioned to approve the minutes as corrected. T. Shrable seconded. Motion passed unanimously.

### **Consent Items**

V. Orford noted the payroll, vouchers, bad debt, and charity care as listed on the agenda.

1. Payroll/Vouchers
  - a. Payroll total:

6/21/15 - 7/4/15	Gross: \$501,990.61	Net: \$342,491.65
7/5/15 - 7/18/15	Gross: \$266,577.45	Net: \$181,359.75
  - b. Vouchers total: \$624,121.51

7/2/15	76526-76597	\$121,923.99
7/9/15	76598-76642	\$147,877.35
7/16/15	76643-76695	\$183,568.12
7/23/15	76696-76737	\$170,752.05
  - c. Bad Debt: \$92,662.17      Charity Care: \$20,018.58

V. Orford read the pending medical staff applications. See attached. T. Shrable motioned to approve the consent items, and C. Thomas seconded. Motion passed unanimously.

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### **Community Health Report**

None.

### **Old Business**

Future Board Meeting Time Change: V. Orford suggested moving one meeting to an evening time to encourage more public involvement. Discussion ensued. It was decided no changes will be made at this time.

### **New Business**

Surgery Equipment Purchase: Three quotes were reviewed for an orthopedic saw during the last Finance Committee meeting. The current saw is over 15 years old; there have been some issues and repairs are costly. R. Beeson said Three Rivers has occasionally borrowed a Stryker machine from Mid-Valley Hospital. Three Rivers staff has tested other brands, but prefers the Stryker.

C. Thomas motioned to approve the purchase. T. Shrable seconded. Motion passed unanimously.

### **McKinstry Concept Presentation**

S. Graham noted that the Building and Planning Committee has identified a number of needed capital projects. McKinstry was also asked to do a pre-assessment of the hospital's needs.

J. Schmidt reviewed the services offered by McKinstry and funding options. Three Rivers has the third highest power usage of similar facilities in the state. J. Schmidt thinks McKinstry could help reduce our electricity usage by 50 percent and save up to \$50,000 per year. He reviewed operational cost avoidance opportunities, such as putting equipment on a replacement schedule.

C. McGourin from McKinstry discussed the older, outdated building and infrastructure that make the hospital less energy efficient. Some equipment is from the original hospital construction in 1949. He also reviewed the modifications needed to move the ER into the current clinic space.

S. Graham said the proposed projects would extend the life of the building by about 10 years.

C. Thomas asked to put moving the ER at the top of the priority list. She doesn't see another option than to make necessary improvements.

C. Thomas motioned to ask hospital staff to move forward with the first step in the process. T. Shrable seconded. Motion passed unanimously.

### **Finance Report**

J. Munson reviewed the finance packet. See attached. There were 111 patient days in June, which is exceptionally good. Revenue for July may not be as good as May and June. There's one more orthopedic surgery day this Friday, which should help.

The warrants balance is \$1.783 million as of this morning.

S. Graham noted that Three Rivers' accounts receivable days are below the average for other rural hospitals, and the staff has done an excellent job. J. Munson has interviewed two out of nine applicants for the controller position. The accounts payable and payroll clerk resigned yesterday, ahead of schedule, so Jennifer Marshall will help with some accounts payable tasks until a controller is hired.

### **Foundation Report**

None. There are some logistical issues being worked out. If the foundation can't help promote the levies, then the hospital will need to go another route.

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### **Physician Report**

V. Orford listened in on the last med staff meeting.

### **Administration Report**

July was a busy month. One patient brought national attention to the hospital. S. Graham was proud of the staff for rallying around the patient, providing her great care, and ensuring the integrity of the hospital. V. Orford thanked the staff for handling the situation well.

Customer service training has begun and it has been well received by the staff. The plan is to complete training for everyone by the end of the year.

C. Thomas is pleased with recent patient satisfaction scores.

### **ICD-10 Preparation Update**

Nicky Markey is attending quality training in Massachusetts, fully funded by the state. She provided an email update to J. Munson.

C. Thomas asked about problem lists in Meaningful Use. G. Aguilar noted that the physicians have achieved 100 percent for the past two months. The deadline is the end of September.

### **Education**

None. T. Shrable will provide board education next month.

### **Upcoming Meetings**

V. Orford read the list of meetings as noted on the agenda.

### **Executive Session**

V. Orford announced an executive session to discuss potential litigation for 15 minutes, with no action to be taken after. The board recessed for executive session at 10:07 a.m. The meeting was called back to order at 10:29 a.m.

### **Adjournment**

C. Thomas motioned to adjourn at 10:29 a.m. T. Shrable seconded. Motion passed unanimously.

### **ABSENT WITH PERMISSION**

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Vicki Orford, Chair

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Jerry Tretwold, Vice-Chair

### **ABSENT WITH PERMISSION**

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Tracy Shrable, Secretary

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Mike Pruett, Member

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Cherri Thomas, Member