

# Three Rivers Hospital

Board of Commissioners Regular Meeting

October 25, 2016

Minutes

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The Three Rivers Hospital Board of Commissioners called a regular meeting to order at 8:03 a.m. Tuesday, October 25, 2016 in the McKinley Building Conference Room, 507 Hospital Way, Brewster, WA 98812. The presiding officer was Vicki Orford, Chair.

A quorum was present, including:

Vicki Orford, Chair  
Mike Pruett, Vice Chair  
Tracy Shrable, Secretary

Others present:

J. Scott Graham, Chief Executive Officer  
Gretchen Aguilar, Chief Nursing Officer  
Jennifer Marshall, Administrative Assistant  
Ty Witt, M.D., Gynecology

## Mission, Vision & Values

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

## Agenda

G. Aguilar noted the ER meeting date has been moved to November 9. T. Shrable motioned and M. Pruett seconded to accept the agenda as official. Motion passed unanimously.

## Minutes from Previous Meeting

M. Pruett motioned and T. Shrable seconded to accept the minutes as presented. Motion passed unanimously.

## Consent Items

V. Orford noted the payroll and vouchers as listed on the agenda, and read the bad debt and financial assistance figures.

Payroll/Vouchers

a. Payroll total:	Gross: \$483,424.69	Net: \$330,555.98
9/11/16-9/24/16	Gross: \$238,401.17	Net: \$166,483.97
9/25/16-10/8/16	Gross: \$245,023.52	Net: \$164,072.01
b. Vouchers total: \$817,002.96		
9/29/16	80300-80353	\$357,444.34
10/6/16	80354-80411	\$129,491.23
10/13/16	80412-80449	\$330,067.39
c. Bad Debt: \$42,666.06	Financial Assistance: \$75,906.64	

V. Orford read the list of medical professionals applying for privileges, who have already been approved by med staff. M. Pruett asked if Dr. Degan is the orthopedic surgeon who also works at Mid-Valley; yes. He had temporary privileges here. T. Shrable motioned and M. Pruett seconded to accept the consent items as presented. Motion passed unanimously.

## Old Business

Stryker Equipment Proposal: S. Graham shared that Stryker has made an offer outside of the capital financing we've been pursuing with Coastal Financial. The proposal includes patient beds and furniture

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for the rooms. They'll cover all the freight charges if we agree to make the purchase by the end of the month, a savings of about \$26,000. The interest rate would be fixed at 3-4% for a five-year term. Administration asked for authorization to coordinate the agreement, provided Coastal is willing to allow it. T. Shrable asked if there has been discussion since last week's Finance Committee meeting with the USDA or Coastal. Yes; USDA will likely contact us this week. Discussed the differences between borrowing from Coastal and the USDA. M. Pruettt motioned to approve the administration to move forward on the Stryker proposal if they feel it is a viable part of the plan, and authorize Jennifer Munson to finalize the terms of the agreement. T. Shrable seconded. Motion passed unanimously. Administration will bring back the finalized agreement if it moves forward.

TRH Foundation Update: S. Graham met recently with Foundation President Dan Webster. They discussed challenges the foundation has encountered, such as a lack of communication from their attorney about the 501(c)3 status. S. Graham offered help contacting the attorney and providing administrative support. D. Webster agreed. Cassandra Howell will take on that role. S. Graham offered them use of the McKinley conference room for their meetings, and he'll give a presentation about what the hospital is currently working on. He asked for the board's approval to represent the hospital on the Foundation board. The board agreed. Dr. Witt asked if the Foundation has 501(c)3 status; they haven't received official notice of that, but S. Graham believes that status has been granted.

Caribou Trail Orthopedics Update: The legal dissolution is underway. Operationally, it's set to expire on Friday. T. Shrable asked about arrangements with Dr. Miller; he is reviewing the proposed contract now and if all goes well, we're anticipating he will start around the first of the year. Rob Lamberton has also accepted an offer to work for Three Rivers. Another orthopedic surgeon, Dr. Roesler, is interested in providing coverage on an as-needed basis.

Organizational Chart: It has been amended to reflect that Plant, Housekeeping/Laundry, and Information Technology has been moved under S. Graham's supervision. The chart will be included in next month's board packet for approval.

### **New Business**

Insurance Renewal: S. Graham reviewed the proposed renewal from Blue Cross, which administration recommends for board approval. There will be a slight rate increase, but it was still a better deal than other companies considered. V. Orford asked if Blue Cross has eliminated a lot of prescription drugs; T. Shrable explained that they have swapped out some medications for similar ones. M. Pruettt motioned to authorize administration to pursue the health insurance renewal as presented. T. Shrable seconded. Motion passed unanimously.

Fall Board Retreat: S. Graham would like to have the next two or three years articulated in the strategic plan. The board decided to hold its next retreat on Thursday, December 8.

### **Physician Report**

Dr. Witt reported that the OB Committee has decided to move forward with a more universal form in CPSI so documentation will be easier. The committee is waiting for a final report from a risk assessment done by Physicians Insurance so they can begin providing simulation training for staff and providers. He thinks it will help with greater patient safety and care. Medical staff is excited for

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Dr. Miller to come on board. The clinic is expanding with the arrival of orthopedics and a counselor from Okanogan Behavioral Healthcare. Dr. Witt expressed concern about fitting all those services into the current ER space. V. Orford said the board has been apprised and is aware that some decisions will need to be made. S. Graham is looking into turning the Hillcrest administration building into a Rural Health Clinic. It would require some minimal conversion. V. Orford asked about the status of the physician problem lists. Discussed possible short- and long-term solutions to assist the providers in complying with that requirement for Meaningful Use.

## Finance Report

S. Graham shared the September 2016 financial packet. Our census and tests in laboratory and radiology look better in October, but we're on track to have a similar loss. Year to date, we're still in the positive by \$341,000. Considering that we haven't had consistent orthopedics since July, he feels we're doing well. V. Orford noted that we have delivered more babies this year. S. Graham asked the board to motion to approve the finance report to make it official. It will be a standing action item from now on. T. Shrable motioned and M. Pruett seconded to accept the financial report as presented. Motion passed unanimously.

## Administration Report

S. Graham emailed his report on Friday to the board members. V. Orford asked if the agenda and packet can also be sent the Friday before meetings; yes. S. Graham explained that due to the loss of our orthopedic surgeons, we will continue to see lower revenues, a rise in the warrants balance, and a possible loss for the year. Discussed reaching out to the county to update them on our progress.

## Board Education

M. Pruett shared information about advance care planning, one of the topics discussed at the WSHA Annual Meeting in Seattle earlier this month. He hopes to see more public education about it from the state. More information is available at [www.honoringchoicespnw.org](http://www.honoringchoicespnw.org).

## Public Comment

None.

## Upcoming Meetings & Events

Discussed the TRH Community Walk in Winthrop on Saturday, October 29. V. Orford read the other items as listed on the agenda and noted the board retreat scheduled for December 8.

## Meeting Discussion: Board

The board discussed the questions as listed on the agenda. M. Pruett and T. Shrable like the board meeting agenda format as-is. M. Pruett would like administration to review the top three highlights of their reports and then give board members a chance to ask questions. He thinks the format of the administration report is good. M. Pruett would rather see the committee meetings covered in the administration report, and the board members could chime in as needed. They would prefer to have meeting packets the Friday before each meeting. They agreed their meeting time today was used effectively. V. Orford would like to make this a standing agenda item.

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### **Adjournment**

T. Shrable motioned and M. Pruett seconded to adjourn the meeting at 10:11 a.m.

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Vicki Orford, Chair

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Mike Pruett, Vice Chair

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Tracy Shrable, Secretary

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Cherri Thomas, Member