

March 11, 2013

The regular meeting of the Board of Commissioners of the Whidbey Island Public Hospital District was called to order at 5:03 p.m. by Board President, Anne Tarrant. Present were President Tarrant; Commissioner Wallin; Commissioner Case; Commissioner Gardner; Commissioner Cammermeyer; Chief Executive Officer, Tom Tomasino; Chief Financial Officer, Terry Litke; Chief Operating Officer, Hank Hanigan; Chief Nursing Officer, Linda Gipson; Chief Quality Officer, Teresa Fulton; Chief Human Resources Officer, Dana Ashcroft; Chief of Staff, Gabe Barrio, MD; Attorney, Dale Roundy; Riney Productions, Jim Riney; Guest Speaker, Don Morgan; and several other hospital staff.

#### **Points of Order**

None

# Minute Approval

President Tarrant called for a motion to approve the minutes of the February 11, 2013 regular Board Meeting and revised January 14, 2013 regular Board Meeting. Commissioner Case made a motion, seconded by Commissioner Wallin, to approve all minutes. Motion carried

### **Education**

Trish Rose introduced Keith Mack, who presented the Heart of a Woman video. Keith Mack played the video, which is displayed on the home page of the Whidbey General Hospital website. The video was taken at the Feb. 2 Red Dress Ball. The event raised money for Heart of a Woman, a program at Whidbey General that provides free heart health screenings to women. President Tarrant thanked Keith Mack for his presentation.

Trish Rose introduced Don Morgan, a community surveyor who reported on the recent Public survey findings. Don Morgan stated the purpose is to measure the public's view on health care services and levels of satisfaction. A telephone survey was performed by the GMA Call Center in Bellevue around February 21 to our community.

Don Morgan's presentation addressed awareness and perception of WGH's services and quality. It also provided data on where the community gleaned their healthcare information from. The Board thanked Don Morgan for his presentation.

# Public Questions or Comments on Agenda Items

There were no public questions or comments on agenda items.

### **Quality and Patient Safety**

None

### **Medical Staff Report**

A. Chief of Staff Report

Dr. Gabe Barrio, Chief of Staff, presented the following active staff reappointments:

Nicholas S. Muff, MD Active Staff Reappointment

Commissioner Case made a motion, seconded by Commissioner Cammermeyer to approve the active staff reappointments as presented. Motion carried.

Dr. Gabe Barrio, Chief of Staff, presented the following affiliate staff reappointments:

Benjamin T. Hu, MD Affiliate Staff Reappointment

Commissioner Case made a motion, seconded by Commissioner Cammermeyer to approve the affiliate staff reappointments as presented. Motion carried.

Dr. Gabe Barrio, Chief of Staff, presented the following courtesy staff reappointment:

C.J. Kuan, MD Courtesy Staff Reappointment

Commissioner Case made a motion, seconded by Commissioner Cammermeyer to approve the courtesy staff appointment as presented. Motion carried.



Dr. Gabe Barrio, Chief of Staff, presented the following active staff appointments:

Mario E. Porras, MD Active Staff Appointment

Commissioner Case made a motion, seconded by Commissioner Cammermeyer to approve the active staff appointment as presented. Motion carried.

Dr. Gabe Barrio, Chief of Staff, presented the following courtesy staff appointment:

Donald J. Bernhardt, MD

Robert W. Carter, DO

Germaine R. Johnson, MD

Ronald A. Krueger, MD

Courtesy Staff Appointment
Courtesy Staff Appointment
Courtesy Staff Appointment
Courtesy Staff Appointment

Commissioner Case made a motion, seconded by Commissioner Cammermeyer to approve the courtesy staff appointments as presented. Motion carried.

Dr. Gabe Barrio, Chief of Staff, presented the following allied health professional staff reappointments:

Lynda M. Reidling, ARNP

Allied Health Professional Staff Reappointment

M. Renee Yanke, ARNP

Allied Health Professional Staff Reappointment

Commissioner Case made a motion, seconded by Commissioner Cammermeyer to approve the

allied health professional staff reappointments as presented. Motion carried.

Dr. Gabe Barrio, Chief of Staff, presented the following allied health professional staff appointments:

Sarah M. Meyer, CNM Allied Health Professional Staff Appointment

Commissioner Case made a motion, seconded by Commissioner Cammermeyer to approve the allied health professional staff appointment as presented. Motion carried.

Dr. Barrio, Chief of Staff reported a change the Medical Records Discharge Summary Requirements, as follows:

- E. For patient stays under 48 hours, the final progress notes may serve as the discharge summary and must contain the outcome of hospitalization, the case disposition, and any provisions for follow-up care.
- F. Death Summary: A death summary must be dictated for all patients who expire in the hospital. The under 48 hour consideration Does Not apply.

President Tarrant asked if changes have been read to the medical staff. Dr. Barrio, Chief of Staff stated yes. Commissioner Case made a motion, seconded by Commissioner

Cammermeyer to approve the changes as presented. Motion carried.

Dr. Barrio, Chief of Staff reported a change to the Privileged Request Form, Emergency Medicine: all levels of sedation. Commissioner Case made a motion, seconded by Commissioner Gardner to approve the changes as presented. Motion carried.

### **Individual Items**

# A. Administrative Update

Tom Tomasino, CEO reminded the board to turn in their conflict of interest statements. Tom Tomasino, CEO reported he is working to improve our hospitalist program and discussing with the MEC they have decided to contract for a hospitalist service. This hospitalist service must have a very high quality standard and work well with our hospital staff. Tom Tomasino, CEO stated after MEC makes a recommendation we will bring the group back here to the board.

### B. Operating Budget

Terry Litke, CFO reported the patient portal software which is a major Meditech purchase. We are informing the board of the patient portal software purchase that is needed to meet meaningful use. Terry Litke, CFO reported this portal is healthcare related and will help patients to interact and receive healthcare information online. The portal will be open all night to meet patient portal criteria and meet meaningful use. This portal is included in the budget but will be approximately \$6,089 dollars less than budgeted. Terry Litke, CFO reported the actual cost is \$77,435 dollars.

# C. Capital Budget

Terry Litke, CFO reported Resolution #335 LGIP is to approve an investment account with the Washington State Local Government Investment Pool (LGIP). We are asking for approval to



proceed. Commissioner Gardner made a motion for approval, seconded by Commissioner Wallin, motion carried.

### **Board Items**

### A. Legislative Updates

President Tarrant reported new information found in the new Washington State Hospital Association booklet and recommends to commissioners to sign up to receive information. Tom Tomasino, CEO recommended Commissioners sign up for Inside Olympia. President Tarrant reported the Policies Board is moving forward and the Tele Health and the Nurse Staffing Bill have passed. This bill is mental health services for inmates. President Tarrant will forward legislature contact information and talking points to Tom Tomasino, CEO.

#### B. Building Committee

Commissioner Wallin reported the Building committee has met and ordered three different appraisals for each parcel of land for sale. Commissioner Wallin will follow up next board meeting.

#### Staff and Status Reports from Administration

#### A. Administrator's Report

Tom Tomasino, CEO reported Dr. Lozano has accepted our offer to join Whidbey Surgical Services in late spring. Hank Hanigan, COO reported PAC security started Friday of last week. The hours for security during Monday through Friday are 5:00 pm to 7:30 am, Saturday and Sunday, 24 hours a day. Security will include constant rounding in the building and parking lot, checking locked doors and escorting employees to their cars.

#### B. Financial Report

Terry Litke, CFO reported January's financial statements show a positive margin of \$394,866 with a positive operating margin of 4.66%. This positive bottom line is due to the large increase in volumes. The average inpatient census for January was 20.71, which was a 29% increase over the December average census of 16.03. Inpatient surgeries were 49 in January which was a 4% decrease from the 51 surgeries in December. Total outpatient volumes were 9.5% more in January than in December. Gross patient revenues were at \$17,156,721, which was over budget by 8.4%, or \$1,331,097. Operating expenses were over budget by \$139,171 or 1.9%. Salaries and wages were under budget by \$9,839 or 0.3%. Professional fees were over budget by \$134,898, or 67% and supplies were over budget by \$67,535, or 8.4%. The Days Cash on Hand decreased from 59.5 in December to 48.6 in January. Days of Net Revenue in Receivables increased from 43.0 in December to 45.3 in January, which means we collected less than we had the previous month, which contributed to the decrease in cash. Linda Gipson, CNO reported the Cabulance service we currently have will be stopped at the end of the month. We have numerous expenses associated with the Cabulance and we are losing \$100 dollars a trip. Cab fare is \$27 dollars, and we will use the taxi services. Linda Gipson, CNO stated we have met with the taxi services and they will make sure they arrive in a responsive amount of time. We hope to save around \$190,000 dollars a year with this change. Linda Gipson, CNO also stated the hospital will help patients learn how to use the taxi service. Regarding physician office visits, our Care Manager, Jean Caldwell is looking into patient transition and this will be a different number to call.

#### Review of Dashboard Report

Tom Tomasino, CEO reported the dashboard is showing a decrease of patient satisfaction. We actively measure and publicly report our quality and patient satisfaction scores. We are trained and have the tools needed to support high quality and high patient satisfaction. The same can be said for our front line staff. Overall, our patient satisfaction scores have improved dramatically over the last four years and we continue to better our scores. Tom Tomasino, CEO reported the use of locums has a lot to do with the dashboard scores. We are putting into place a stable group of hospitalists on the Med/Surg floor. We are asking potential hospitalist groups what their solutions consist of to help with patient satisfaction. Our quality scores are very high and financials are good. Patient satisfaction is where we have issues. Linda Gipson,



CNO reported we have hired 8 CNAs to our staff. Our daily census recently has been an average of 20 patients and the CNA's will help with workload and patient satisfaction.

# **Consent Agenda**

# A. Approval of Monthly Write-Offs and Vouchers

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing which has been made available to the Board. Commissioner Gardner made a motion, seconded by Commissioner Cammermeyer, to approve vouchers #165026 to #165838 and #2904 to #2997 in the total amount of \$5,911,348.94. Motion carried. Commissioner Cammermeyer made a motion, seconded by Commissioner Gardner to approve the Capital equipment vouchers for January in the amount of \$1,246,567.51 therefore the vouchers are approved for payment in the amount of \$7,157,916.45. Motion carried.

# Agenda Items for next Regular Board Session

None

#### **General Public Comments**

Laura Tarasoff, a Whidbey General Hospital employee for seven years, reported she had recently spoken with a new employee who stated, "WGH saved my life and I do not know where I would be today if it was not for WGH." Laura Tarasoff went on to comment favorably on the atmosphere at Whidbey General Hospital. President Tarrant thanked Laura Tarasoff for her comments.

#### **Adjournment**

There being no further business, President Tarrant called for a motion to adjourn. Commissioner Gardner made a motion, seconded by Commissioner Cammermeyer, to adjourn the meeting at 7 15 p.m. Motion carried.