

July 9, 2012

The regular meeting of the Board of Commissioners of the Whidbey Island Public Hospital District was called to order at 5:00 p.m. by Board President, Anne Tarrant. Present were President Tarrant, Commissioner Wallin, Commissioner Case, Commissioner Cammermeyer and Georgia Gardner, (to be sworn in as District 2 commissioner at this meeting). Chief Executive Officer, Tom Tomasino; Interim Chief Financial Officer, Terry Litke; Chief Operating Officer, Hank Hanigan; Chief Quality Officer, Teresa Fulton; Chief Human Resources Officer, Carolyn Pape; Chief of Staff, Gabe Barrio, MD; and several hospital staff, as well as community members were present. Jim and Sue Riney of Riney Productions were present to electronically record the meeting.

Points of Order

There were no points of order.

Oath of Office

Georgia Gardner was sworn in as District 2 commissioner by Mary Awe, Notary Public.

Minute Approval

President Tarrant called for a motion to approve the minutes of the June 11, 2012 regular Board Meeting, June 15, 2012 Special Board Meeting, and July 5, 2012 Special Board Meeting. Commissioner Cammermeyer made a motion, seconded by Commissioner Case, to approve all minutes as presented. Motion carried.

Education

1. Nancy Bailey, Volunteer Program manager, gave an overview of the services the Volunteer Program provides. The hospital is currently served by approximately 120 volunteers and gave the hospital 15,123 hours of their time in 2011. Volunteers help in many of the hospital departments, and all volunteers receive AIDET training (acknowledge, introduce, duration, explanation, thank you), which has become a key tool for everyone who works at the hospital. The Volunteer Program also includes the Chaplain Program, Student Intern Program, Summer Teen Program, Job Shadow Program, Oak Harbor High School Medical Internship Program, and Gift Shop. Nancy also presented sales figures for the Gift Shop, accomplishments since March 2011, and current plans in development. President Tarrant thanked Nancy for a great job providing this education.
2. Keith Mack, who is currently providing the update to the hospital website, recently partnered with Gary Taylor from the hospital's MIS department to create a video about the hospital's Emergency Medical Services (EMS). Keith showed the video, and thanked Gary for his outstanding work and editing on this project. The video was well received by the Board. Work is also in progress on the medical staff pages, which are the most visited pages, as well as the cancer care pages, and raising awareness for all services.

Public Questions or Comments on Agenda Items

President Tarrant stated that Jeannie Hucko had signed up to speak on an item not on the agenda, and would speak at the end of the meeting.

Quality and Patient Safety

Teresa Fulton, Chief Quality Officer, had no report.

Medical Staff Report

A. Chief of Staff Report

Dr. Gabe Barrio, Chief of Staff, presented the following medical staff appointments and reappointments:

Cheryl A. Kubisty, MD	Active Staff Reappointment
Judye A. Scheidt, DO	Active Staff Reappointment
Robert A. Hawkins, MD	Active Staff Reappointment
Commissioner Case made a motion, seconded by Commissioner Cammermeyer to approve the active staff reappointments as presented. Motion carried.	
Mark E. Coughenour, MD	Courtesy Staff Reappointment
Michael K. Koerner, MD	Courtesy Staff Reappointment
Josephine C. Zuzarte, MD	Courtesy Staff Reappointment
Cara L. Lukin-Williams, MD	Courtesy Staff Reappointment
Patricia R. Geraghty, MD	Courtesy Staff Reappointment
Mary M. Kelly, MD	Courtesy Staff Reappointment
Vivek Manchanda, MD	Courtesy Staff Reappointment

Juan A. Millan, MD
Allan J. Romano, MD
Pooja R. Voria, MD

Courtesy Staff Reappointment
Courtesy Staff Reappointment
Courtesy Staff Reappointment

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

Patrick R. Cox, MD
Jennifer R. McEvoy, MD
Erik S. Ray, MD

Provisional Courtesy Staff Appointment
Provisional Courtesy Staff Appointment
Provisional Courtesy Staff Appointment

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

Patricia L. Stanwood, CRNA
Kristine L. Young, PA-C

Allied Health Professional Reappointment
Allied Health Professional Reappointment

Commissioner Case made a motion, seconded by Commissioner Cammermeyer to approve the Allied Health Professional reappointments as presented. Motion carried.

Jennifer E. Eichhorn, ARNP
Julie D. Sacerio, PA-C

Allied Health Professional Appointment
Allied Health Professional Appointment

Commissioner Case made a motion, seconded by Commissioner Cammermeyer to approve the Allied Health Professional appointments as presented. Motion carried.

Dr. Barrio presented privilege request form changes to certified physician assistant for outpatient clinic services and for advanced registered nurse practitioner , family practice. The change on both forms is the addition of – 'Special Requests in this practice area include: ECG interpretation for the record'. These changes were approved by both the Credentials Committee and MEC. The Board accepted the changes as presented.

Individual Items

A. Administrative Update

Tom Tomasino, CEO, reported that the hospital bylaws were rewritten last year.

A draft of the CEO's job description was sent out for review. Feedback on this should be sent to Tom or President Tarrant, who will work on the revisions.

The 'go live' date for Meditech is May, 2013. Modules in process include Lab, Medical Records, Revenue Cycle, Patient Care Services (PCS), and Pharmacy. A team of nurses recently returned from extensive Meditech training in Boston, and are currently working on the 'build' process for the new system. A hardware committee has been formed, and the network infrastructure team is on site to do an assessment. Tom stated that this was Carolyn Pape's last Board meeting. He stated that Carolyn has served the hospital well, is a valued member here, and that her leadership will be greatly missed. Human Resources provides an essential bridge between staff and management. Carolyn worked here fourteen years. Carolyn delivered some very poignant remarks to the Board regarding her departure from the hospital.

Board Items

A. Committee Reports

Commissioner Wallin and Hank Hanigan continue to work on the Building Committee.

Commissioner Cammermeyer asked to be included in the meetings when they are scheduled.

B. WSHA Retreat

President Tarrant and Commissioner Wallin attended the WSHA Retreat in Chelan the end of June. President Tarrant highly recommends that the entire Board attend next year. The presentations, information and networking are invaluable. President Tarrant reported that at the annual meeting there was discussion about the changes coming, and working to provide access while maintaining finances. It was noted that Whidbey General Hospital was doing better than most. There were questions about how to remain independent. Healthcare models were also reviewed. At the governance roundtable, the need for increased vigilance on self evaluation and education was stressed; as well as structured review of the hospital's strategic plan. Regarding healthcare reform, WSHA's message was not to wait around for what the government is going to do, but to move forward with healthcare delivery. In the legal update at the retreat, it was noted that there has been a substantial increase in public record requests for many hospitals. The Board's responsibility for provider credentialing was stressed, as well as strategies for leadership including making quality a deliberate and ongoing Board agenda item. Commissioner Wallin stated that it was reported at the retreat that in the next ten years one-third of the nation's physicians will retire or die, with the nationwide average age of physicians being 65. There was discussion about the physicians today

wanting to work shifts, in either clinics or hospitals, but not both. Commissioner Wallin stated that we must collaborate with other hospitals to survive. There was also discussion about military personnel coming back from the Middle East highly trained looking for work. This may be an opportunity for us to look into. President Tarrant will provide a web site for this information. President Tarrant also noted that every rural hospital reported having difficulties recruiting physicians. The retreat sessions are on the WSHA website, however are not always as comprehensive as they are when attending in person.

Staff and Status Reports from Administration

A. Administrator's Report

The Board had no questions on the Administrator's report as presented. Tom Tomasino, CEO introduced David Stob, new controller on staff here. David comes to us with thirty years in healthcare experience.

B. Financial Report

Terry Litke, Interim Chief Financial Officer, reported that May's financial statements showed a small loss of \$3,439 with an operating margin of -0.57%. The average inpatient census was the lowest this year at 12.90, which is a 4% drop from the April average census of 13.47. Inpatient surgeries were up from 21 in April to 36 in May. Outpatient surgeries also showed an increase in May, the highest year to date. Total outpatient volumes increased by 2.4% from April to May. Several outpatient areas had their highest volumes this year in May. Among these were Mammography, Nuclear Medicine, Respiratory Therapy, MAC Clinic, Occupational Therapy, Speech Therapy, North Whidbey Community Clinic, Sleep Cent and Endoscopies. Gross patient revenues were under budget by 13.2% or \$2.1 million. Operating expenses were under budget by \$588,000 or 8.2%. Purchased services were under budget by \$308,000 which is 33%, and salaries and wages were under budget by \$281,000 or 8.2%. Physician fees were over budget by \$97,000 and professional fees were over budget by \$78,000. Cash on hand days increased from 90.3 in April to 95.3 in May due to the receipt of some property taxes after the due date of April 30th. Days of net revenue in receivables dropped from 35.1 in April to 28.9 in May, which indicates we collected more cash for patient bills than we did the previous month. This also helped increase the days of cash on hand. Mr. Litke also reported that we have started receiving some claims that were underpaid from 2009. Tom Tomasino stated that the hospital remains in a precarious position financially, with property taxes decreasing with decreasing property values, and one of the lowest tax supported hospitals in the state.

C. Review of Dashboard Report

Tom Tomasino reported that we continue to struggle with consistency on the dashboard but will get there. Work continues with the staff and managers. The vacancy rate has increased steadily but should improve as open positions are filled. Length of stay for observation patients was high due to a couple of outliers that impacted placement issues. We also have seen an increase in the number of patients requiring one to one care.

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 Cammermeyer made a motion, seconded by Commissioner Case, to approve vouchers #158327 to #159336, and #2485 to #2490 in the total amount of \$7,676,850.21. Motion carried. Commissioner Cammermeyer made a motion, seconded by Commissioner Case, to approve the write-offs for June in the amount of \$955,680.95. Motion carried.

Agenda Items for next Regular Board Session

Agenda items for the next regular Board meeting can be sent to President Tarrant or Tom Tomasino.

General Public Comments

Jeannie Hucko, RN in CCU for 6.5 years spoke to the Board about the RN contract negotiations currently ongoing with WSNA and hospital Administration. There have been seven sessions, with two more scheduled. She stated that everyone wants the contract settled, and wants it to be fair. One of the major issues is rest breaks, Mrs. Hucko stated that the nurses need 'meaningful breaks' to decrease fatigue and lessen errors. She also stated that the nurses do not currently get their breaks consistently, or if they do, they are intermittent. She stressed the importance of being able to take the two fifteen minute breaks that are allowed. Mrs. Hucko stated that management wants to wait until 2012 for a preceptor program here, and that managers are not listening to nurses. Mrs. Hucko stated that management wants to get rid of ten and twelve hour shifts, which would greatly impact the work-life balance that nurses who work these shifts strive

to bring into their lives. Mrs. Hucko urged the Board to dialog with Administration about these issues. President Tarrant thanked Mrs. Hucko for her comments.

Adjournment

There being no further business, President Tarrant called for a motion to adjourn. Commissioner Wallin made a motion, seconded by Commissioner Case, to adjourn the meeting at 7:01 p.m. Motion carried.