



June 9, 2014

The regular meeting of the Board of Commissioners of the Whidbey Island Public Hospital District was called to order at 7:00 am by Board President, Anne Tarrant. Present were President Tarrant; Commissioner Wallin; Commissioner Cammermeyer; Commissioner Gardner; Commissioner Fey; Chief Executive Officer, Tom Tomasino; Chief Operating Officer, Hank Hanigan; Chief Nursing Officer, Linda Gipson; Chief Financial Officer, Terry Litke; Attorney, Dale Roundy; Marc Estvold, and several other hospital staff.

Points of Order

President Tarrant noted an executive session will be held after general public comments.

Consent Agenda

A) May 12, 2014 Regular Board meeting minutes & Approval of Monthly Write-Offs & Vouchers & Surplus items.

President Tarrant called for a motion to approve the minutes of the April 14, 2014 regular Board Meeting minutes and 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. #177289 to #178192 and #3177 to #3184 in the total amount of \$6,805,126.57 with Capital equipment vouchers in the amount of \$406.50, therefore the vouchers are approved for payment in the amount of \$6,805,533.07. Declaration of Surplus items as listed on handout. Commissioner Gardner made a motion, seconded by Commissioner Fey to approve all items as presented. Motion carried.

Education

A) Construction Update

Marc Estvold reported we are beginning programming meetings with HDR, Admin team, staff and the Building Committee to go thru the Programming Phase which includes: Functionality, Validating the Master plan and understanding balance against budget. The first meeting will be held on May 29, 30 and then 4 more will be held in June, August, September, October. Schematic design will be held in August. At the next OR Governance meeting, we will meet with surgeons, Admin team and OB to look at outpatient surgeries and beds. Marc Estvold presented a power point which included the following: Master Plan Validation, Schematic Design, more room layout. We are looking at late winter or next spring to begin the parking lot configuration. The fall of 2015 new construction will begin with a completion date of Spring or Summer of 2017.

B) Question # 7 How does the Board hold itself accountable for continuous leadership improvement?

Commissioner Tarrant answered question #7 and reported this was a great chapter. “Board education is very important. We as commissioners attend committee meetings and education conferences”. President Tarrant stated she would like the self-evaluation done before the next Leadership Retreat. This will help us to fill future seats on the board. This is a difficult process to fill these positions. President Tarrant currently attended a WSHA Patient Safety Summit meeting that explained the need of a structure and it was suggested to hold a meet and greet style meeting at the hospital maybe 3 or 4 times a year. The community can meet the Commissioners and the Commissioners can have lunch with employees as well. Dale Roundy, Attorney stated we need more people to step forward for future vacant seats on the Board and we are in need of new ways to approach this. President Tarrant stated she found this chapter



Individual Items

A. EMS Contract Approval

Tom Tomasino, CEO reported the EMS contract is due for renewal and is asking for approval from the Board. The changes were presented to the Board. Tom Tomasino, CEO thanked Lajolla Peters, HR Manager for help with the contract. Commissioner Gardner made a motion, seconded by Commissioner Wallin, motion carried. President Tarrant also thanked Lajolla Peters, HR Manager.

B. Administrative Update

Tom Tomasino, CEO reported we went live with the 6.07 Meditech upgrade and it went well. Last night we followed downtime procedures for an update and there are some discrepancies, however in a few hours we will be back up. Anesthesia Selection Committee will be meeting on June 17. They will have two presentations and will give their recommendation back to administration and then the CEO will present to the board. Tom Tomasino stated he is not going to renew his CEO contract for another term. We have had a phenomenal change with employee satisfaction and the community. Over the last 5 years this board has been the best board and thanked them for their time. Tom Tomasino stated he has been the CEO for Whidbey General for about 7 years, and will be retiring in October 2015. Tom would like ample time for the selection of a new CEO. President Tarrant will be meeting with an Executive agency to get the position listed and the process will start and the transition will move smoothly. Commissioner Fey stated the foresight and loyalty to this facility from Tom is greatly appreciated.

C. Asset Financing Proposal Approval

Terry Litke, CFO presented the asset proposal. Due to the ICD 10 law changes, this will add a significant amount of new codes to gather new data. CMS recommends facilities to have at least 120 days CAH for the change to ICD 10. This proposal will help with reserves over a 3 - 5 year period and will help us to implement the ICD 10 law and not affect our CAH. Terry Litke, CFO is asking for approval from the board and noted this was brought to the Finance Committee for approval to bring to the Board as well. Commissioner Wallin made a motion, seconded by Commissioner Gardner, motion carried.

D. New Wing investment of Funds Proposal

Terry Litke, CFO reported the investment of funds firm we are looking to use is Time Value Investments (TVI). TVI is an investment firm that has experience with investing for healthcare facilities. This will protect our interest from the funds. Commissioner Gardner made a motion to approve the process of starting with TVI, seconded by Commissioner Cammermeyer, motion carried.

Board Items

A. WSHA Patient Safety CEO Summit

President Tarrant reported the summit was attended by herself, Linda Gipson and Tom Tomasino. This was an exceptional summit. She encourages more commissioners to attend next year's summit. The summit discussed rounding between departments and employees and administration rounding on patients. President Tarrant asked if the Board could participate with employee rounding and possibly patient rounding. Teresa Fulton, CQO will put this on the July QIC agenda for approval. Teresa Fulton stated we have a policy that enables staff to bring forward any issues that they see with patient care that interrupts the quality of care. President Tarrant reported patient and family engagement advisory committees were also discussed at the summit. This would fill a great need at our hospital. Linda Gipson, CNO reported we are looking into starting this type of committee and will bring to the next Leadership Retreat for discussion.



Staff and Status Reports from Administration

A. Administrator’s Report

Tom Tomasino, CEO reported Dr. James Winde has signed with our South Whidbey Clinic and Dr. John Hassapis, General Surgeon will be starting in July.

B. Financial Report

Terry Litke, CFO reported April’s financials. We had a high inpatient census and a busy ED which led to a Gross Patient Revenue of \$758,000 greater than budget. However adjustments to revenue were over budget by \$897,000 due to reasons explained in previous reports, leaving \$6.8 million as Net Patient Revenue. Adding in tax levy revenue and other revenue at \$636,000 thousand brought our Net Operating Revenue to \$7.4 million. Because we were busier, our expenses were slightly higher at about \$7.4 million, which resulted in a Net Operating Loss of \$19,000. When we add in the non-operating revenues of \$182,000 we have our first positive bottom line of 2014 with a net Income of about \$163,000. We saw positive results on the balance sheet too, our days cash on hand improved by 4.1 days bringing it to 18.3 days. We also note continuing reductions in our Net Days of Accounts Receivable down from 52.6 days in March to 46.30 days in April.

C. Review of Dashboard Report

Tom Tomasino, CEO asked if there are any questions in the dashboard. They were none. We did see improvement in financials and quality. Researching why the OPS number decreased.

Agenda Items for next Board meeting

President Tarrant noted Commissioner Cammermeyer will report on question #8.

General Public Comments

None

Executive Session to Review Performance of CEO RCW 42.30.110 (g)

Moved to Executive session at 8:38 am.
Re-adjourn at 8:52 am. No action taken.

Other

None

Adjournment

There being no further business, President Tarrant called for a motion to adjourn. Commissioner Gardner made a motion, seconded by Commissioner Fey to adjourn the meeting at 8:53 am. Motion carried.