

**LEWIS COUNTY HOSPITAL DISTRICT NO. 1
BOARD OF COMMISSIONERS' MEETING
September 28, 2016 at 3pm
Conference Room 1 & 2**

Lewis County Hospital District No. 1 Mission Statement

The mission of Lewis County Hospital District No. 1, steward of public funds and trust, is to provide our highest level of compassionate, diligent and professional medical care.

AGENDA	DISCUSSION/CONCLUSION	RECOMMENDATIONS/ACTION/FOLLOW-UP
Call to Order	<p>Board Chair Ramsey called the meeting to order at 3:03 p.m.</p> <p>Commissioners present: Judy Ramsey, Board Chair Kenton Smith, Secretary Marc Fisher Trish Frady</p> <p>Participated via Skype: Shelly Fritz</p> <p>Others present: Leianne Everett, Superintendent Shana Garcia, Executive Assistant Richard Boggess, CFO Heidi Anderson, CNO Jerri Andersen, Quality Director Dr. Kevin McCurry, CMO Shannon Kelly, HR Director Jessica Niedert, Admitting Manager Shirlee Adamson</p> <p>Not in attendance: N/A</p>	

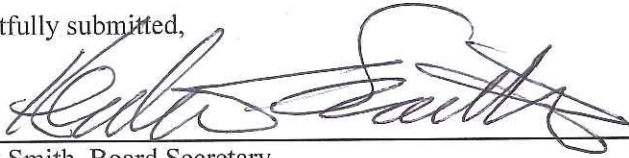
Approval or Amendment of Agenda	Board Chair Ramsey requested to remove Board Policies under New Business as we have already approved these three for the year. Superintendent Everett requested to remove Medical Staff Privileges from the first Executive Session and move up the topics from second Executive Session in its place.	Commissioner Fisher made a motion to approve the amended agenda and Commissioner Frady seconded. The motion passed unanimously.
Conflicts of Interest	Superintendent Everett asked the board to state any conflicts of interest on today's agenda.	No conflict of interest was noted by the commissioners.
Department Update	<p>Introduced Jerry Hammond as the new interim Business Office/HIM Manager.</p> <p>Admitting Update-Jessica Niedert: Jessica highlighted the following items:</p> <ul style="list-style-type: none"> • Cerner has been a good fit in the admitting department. • Discussed the process of stress tests and will research further the process of scheduling for a stress test. • Identified that Admitting Accuracy is lower due to new staff and learning Cerner. 	Executive Assistant Garcia will pass along the information that Jessica researches in regards to the stress test scheduling.
Comments and Remarks	<p>Commissioners: Welcomed Kenton back, as he's been unable to attend the last couple meetings in person.</p> <p>Audience: No comments.</p>	
Executive Session <ul style="list-style-type: none"> • To consider the minimum price at which real estate will be offered for sale. Sale of unused land. • To discuss with legal counsel representing the district litigation, potential litigation or legal risks of a proposed action. 	<p>Executive Session began at 3:20 p.m. for twenty minutes to consider the minimum price at which real estate will be offered for sale and to discuss with legal counsel representing the district litigation, potential litigation or legal risks of a proposed action. Executive Session ended at 3:40 p.m.</p> <p>The board returned to open session at 3:40 p.m.</p>	No decisions were made.

Consent Agenda		Commissioner Frady made a motion to approve the consent agenda and Secretary Smith seconded. The motion passed unanimously.
Board Education <ul style="list-style-type: none"> • How does the board keep conflict out of the boardroom? 	Commissioner Frady had a question about having a conflict of interest when volunteering and being on the hospital board. Superintendent Everett recommended that if the volunteering influences her decision making, she should abstain from voting.	
Superintendent Report	Superintendent Everett highlighted the following: <ul style="list-style-type: none"> • Administration met with two vendors regarding the 340b program. Fairly comparable vendors with different fee structures, but we could benefit from both. Coordinating with Sandy Demarest to have a follow up meeting. The goal would be to rollout early next year with an internal program and retail program. • This week City Council voted in favor of reducing the speed limit outside the hospital from 25 mph to 20 mph. The new speed limits will be enforced, as soon as new signs are posted. • Employee Engagement action plan are in place and the managers are rolling them out at the department level now. • Community focus groups are happening today and tomorrow with various locations and times for community members to attend. • Administration is recruiting for an interim Clinic Administrator and will be interviewing a candidate on 09.30.16. Dr. McCurry is doing phone interviews with midlevels to replace Neesha Davies, NP at the Riffe Clinic. • Jeff Robbins is the organizational owner of space planning. Developing a whole new process on when, where and how we move employees throughout the facility. Researching options for the MOB, as well as working to get hard numbers 	

	<p>from two vendors on reconfiguring the MOB. We want to be methodical on what is the best place for both employees and patients when relocating departments. As a result, we will be working on a master site plan.</p> <ul style="list-style-type: none"> • HR is developing a new hiring process with a more team based approach and trying to customize to individual departments. Also, we are adding a psychometric testing to the hiring process. Heidi Anderson shared her experience of utilizing it. • Connected with Centralia East and working towards a goal of having a NAC program here at the East Campus for Spring or Summer 2017. Will be attending their Advisory Committee this next month. The RONE program will not be a priority for the next three years as they are working on accrediting their nursing program. 	
Hospital Foundation Report	The Hospital Foundation Auction is scheduled for this Saturday, October 1, 2016. This year's fund-a-need is for a Christie Vein Finder.	
Finance Committee Report	<p>CFO, Richard Boggess highlighted the following:</p> <p>Income Statement:</p> <ul style="list-style-type: none"> • Good month in volumes and more than expected revenues in Pharmacy. • Centriq A/R is fully allowed for at this time. • Depreciation increased due to putting Cerner into Service. • YTD EBDITA margin is 11% and favorable to budget of 8%. <p>Balance Sheet</p> <ul style="list-style-type: none"> • August ended with \$4.7 Million in Cash, as growth of over 1 million over last month. AP has increased for September meaning cash will go down next month. <p>Richard presented and discussed financial graphs.</p>	

	Utilizing line of credit for purchase of archiving system to experience savings.	
Executive Session	The board ended up not needing this Executive Session.	
Adjournment	Commissioner Frady moved and Commissioner Ramsey seconded to adjourn the meeting at 4:40 p.m. The motion passed unanimously.	

Respectfully submitted,



Kenton Smith, Board Secretary

11-7-16

Date