

June 18, 2015

The regular meeting of the Board of Commissioners for Island Hospital was called to order by Commissioner Bogosian at 12 noon in the Cypress Room of Island Hospital.

Those present were Commissioners Chip Bogosian, MD, Buzz Ely, MD, Lynne Lang, PhD; Paul Maughan, PhD; and Jan Iversen. Also present were Vince Oliver, CEO; Elise Cutter, CFO; Kathy Garde, MD, Chief of Staff; Bob Prins, MD, Chief Medical Officer; Anita McCoy, RN, Quality; Kim Graf, Executive Assistant; Jeannette Papadakis, Island Hospital Foundation and Brianna Alzola, Anacortes American.

Not present, Denise Jones, RN, Interim CNO.

Public Comments:

No comments

MIN-NS Presentation:

Mark Quenneville, Executive Director MIN-NS, provided the Board with an update on the Medical Information Network-North Sound.

CONSENT AGENDA:

After review, Commissioner Lang made a motion to approve the Consent Agenda. Commissioner Ely seconded the motion. Commissioners Bogosian, Lang, Maughan, Ely, and Iversen all voted aye and the motion carried.

BOARD QUALITY & PATIENT SAFETY REPORT

Commissioner Lang noted that the Quality Measurement Report given at the June Quality Meeting was extremely informative and commended the team for their extraordinary efforts.

Medical Staff Meeting Summaries: Dr. Garde reported:

ED Committee: The MIN-NS network is the depository for all EMRs. A MINS-NS representative will attend the June ED Committee Meeting and train all ED providers on the functionality of the program and network.

The ED will implement new blood pressure follow-up documentation for “pre-hypertension”. The ED is currently incorporating this follow-up on the discharge paperwork.

Surgery Committee:

ORM-The hospital is currently building an OR module in Meditech for nurse charting. Full implementation is expected in October.

Block Scheduling and On-Time Room Starts-The OR would like to maintain block levels at eighty (80) percent (%). Blocks continue to not be utilized which will result in marks against block time utilization. It was reported that there were twelve hundred eight (1208) minutes wasted resulting from late surgical starts for first cases of the day. The importance of on-time starts was reiterated.

QA Committee: Required documentation by physicians is currently being revised. Deficiencies for dictation will be set at ten (10) days for discharge summaries and H & Ps are due within twenty-four (24) hours.

EHR –Review of current and outstanding cases. A PEPPER Report is now being used to help identify where IH may need to focus on more accurate documentation and/or coding efforts.

Bylaws:

After review, Commissioner Bogosian made a motion to approve the Bylaws. Commissioner Lang seconded the motion. Commissioner Maughan abstained. Commissioners Bogosian, Lang, Ely, and Iversen all voted aye and the motion carried.

Credentials:

After review, Commissioner Lang made a motion to approve the Credential list. Commissioner Iversen seconded the motion. Commissioners Bogosian, Lang, Maughan, Ely, and Iversen all voted aye and the motion carried.

Quality Management Review/Compliance:

Due to time constraints this report will be provided at the July Board Meeting.

FINANCE UPDATE:

Elise Cutter reported on the May 2015 financial statements with the Board and highlighted the following as significant items:

- Patient Volumes – Inpatient admissions for May were 271 against a budget of 288 and 258 in 2014. The average daily census year to date was 27.5 patients compared to 29.2 budgeted and 26.4 for 2014. Surgery minutes year to date were 3.3% more than budget and 19.4% above 2014. Emergency Room visits year to date were 5.7% more than budgeted and 12.6% more than 2014. The total number of outpatient visits was 4.6% above budget and 7.9% more than in 2014, physician clinic visits were 20.5% below budget and 20.9% less than in 2014. Rural health clinic visits were 2.9% below budget and 7.5% more than in 2014.
- Balance Sheet – The hospital collected \$7.9 million in cash and paid out \$8.4 million which resulted in day's cash on hand at 116.8. The days in Accounts Receivable decreased slightly to 39.1 for May down from 40.4 at the end of April, still below the target of 45 days.
- Net Revenue – Net revenue for May was \$7.3 million with an actual collection rate of 40.8% which was below the budgeted 41.8%. We had 38 deliveries in May. Bad Debt was \$48,000 below budget for the May and Charity Care is \$609,304 year to date less than this this time last year.

- Operating expenses – Total operating expenses were \$289,000 above budget or 4% for May. The areas over budget were in purchased services due to contract labor, drug costs due to oncology infusions and supplies due to the increase in volumes in surgery. The total number of FTE's for May was 543 which is 3 above budget and 27 more than 2014. The Hospital recorded a net operating loss for May of \$263,000 or -3.6% versus the budgeted income of \$95,000 or 1.3%. The excess loss for May is -\$137,000 versus budgeted excess of \$165,000 with year to date excess margin of 603,000 versus the budgeted excess of \$788,000.

ADMINISTRATION UPDATE:

Chief Medical Officer: Dr. Prins reported that IH is meeting all the Boeing ACN metric requirements. A new software program, ACME, is being implemented at IH which will assist IH in tracking the needed metrics.

Clinic reorganization within FMA is positively progressing.

The transition of Dr. Arrazola to the Island Surgeons team has been smooth. Dr. Oman will join the team in late July.

Chief Nursing Officer: No Report

CEO:

Vince reported that thirty-three (33) attendees will be at the Island Hospital Leadership Conference this Saturday, June 20th.

Vince noted that he was recently presented with the results from the Community Survey: For Access to Primary Care that was conducted by the Champion Group. Vince will provide the Board with an update after reviewing the survey with the Champion Group.

The rollout of the USFHP plan has been well received. To date, Island Hospital has had forty three (43) individuals sign up for the program.

Vince noted that he and Dr. Prins will interview a pediatrician and family practice candidate in the near future.

Vince and Dr. Prins recently met with Dr. Charles Kotal, Island Internal Medicine, regarding the expansion of the Hospitalist Program. Vince anticipates the expansion will begin in June of 2016 or earlier.

NEW BUSINESS:

Island Hospital Foundation: Jeannette Papadakis reported that Madison McKenzie will join Island Hospital Foundation the end of June as the Development Assistant. Jeannette continues to work with Administration on the Island Hospital Golf Classic Tournament and invest in training and professional development for fundraising professionals.

Level III Recertification: Kelly Pearson, RN, Interim ED Director provided the Board with an update on the Level III Trauma Recertification process that IH completed in June.

Elise Cutter remarked that the certification team noted the great vision that IH ED Department has for the future as well as their excellent triage center. The DOH appreciates Kelly's commitment to the trauma program and her attendance at DOH programs in Seattle.

Commissioners Calendar:

The Commissioners approved the July Board Calendar as presented.

ADJOURNMENT:

There being no further business, Commissioner Bogosian called for the meeting to be adjourned at 1:45 p.m.

Chip Bogosian, MD, President/Commissioner

Lynne Lang, PhD., Secretary/Commissioner

Jan Iversen, Commissioner

Paul Maughan, Ph.D., Commissioner

Buzz Ely, M.D., Commissioner