

**BOARD OF COMMISSIONERS
PUBLIC HOSPITAL DISTRICT NO. 1 OF PEND OREILLE COUNTY**

June 22, 2023

In Attendance: Commissioners: Lois Robertson, Susan Johnson, Melanie Kiss, Becky Walrath; Lynnette Elswick; Executive Officers: Merry-Ann Keane, Kim Manus, Joseph Clouse, Theresa Hollinger, Jenny Smith Others: Christopher Emond, RaeLynn Wellman, Theresa Johnson, Aaron Reinke, Rhi Drake, Casey Scott, Becky Dana, Carey Russel, Jennifer Johnston, Trina Gleese

CALL TO ORDER:

Chairperson Robertson called the meeting to order at 10:00 a.m.

READING OF LEGAL NOTICE:

The regular meeting legal notice was distributed as required.

APPROVAL OF AGENDA / CONSENT ITEMS:

The Meeting Agenda, Auditors Reports and Uncompensated Report (Consent Packet) were approved via motion made, seconded and passed unanimously.

Bad Debt/Charity: May 2023, inclusive District Write-off: \$ 84,999.33

APPROVAL OF PREVIOUS MEETING MINUTES

The May 25, 2023, minutes were approved via a motion made, seconded, and unanimously passed. The November 15, 2022, special (budget hearing) meeting minutes were approved via a motion made, seconded, and unanimously passed.

BUSINESS FROM THE AUDIENCE

Jenny Smith provided an update on marketing and the NHHS Foundation. She advised that digital campaigns are active and running. There was a delay with social media as Facebook was auto rejecting the ads because of the word "labor", this has been resolved and the labor and delivery ads are being shared. She advised that it reached 3,000 in two days. Google ads have hit 150,000 impressions. Traffic on NHHS website has increased. Digital advertising for orthopedics and express care are ready when we are.

The 2023 golf tournament raised the second highest amount of donations to date. She thanked all those involved with Snack Bags for kids and explained the need has increased. The Foundation is committed to providing snacks for all kids in need and is not turning any student down. Facilities have been recognized with a plaque as a "Thank you" for all that they do to support the Foundation.

Theresa Hollinger wanted to provide some information in reference to an OR capital purchase request that will be coming in soon. She advised that the department needs a new laparoscopic tower, the current equipment is from 2010. This has been a capital 1 request for some time but was bumped to a capital 2 request until the need was necessary; this is now. This will be about a \$100k purchase. More information to come.

COMMITTEE REPORTS:

Chief Of Medical Staff: Aaron Reinke, MD, Chief of Medical Staff advised that the hospital is losing a few providers but has hired one new MD that will start in October and two PA-Cs.

Finance: Kim Manus, CFO and Chris Emond controller provided a financials packet. This provided a complete year to date look at where things are sitting. Kim advised that cash on hand is down to 136 days due to accounts receivable. Accounts payable has 26 days of expenses to be paid, this negatively impacts

the cash on hand. Centricity is being cleaned up and closed. Meditech will stop on 9/1/2023. She advised that accounting has lost a person in billing. The financial report reflects a \$568k gain in May, and \$426k year to date. This is a big improvement from what was anticipated, it was expected the District would be at a \$1.4m loss. Managers are focused on reducing overtime and making other changes/improvements. Seeber's has made a gain of \$898k, much of this is due to rebates. RMAC shows a loss of \$875k Chris explained this looks worse than it is. Depreciation makes up for about \$500k and overtime makes up for about \$100k. When backing these out it looks more like a \$300k loss. He advised changes have been made to the residential contracts, there will be an increase in charges.

Kim explained that the finance committee met, the salaries and wages numbers reflect the hospitalist this will be backed out at the end of the year when the cost report is done. She advised that the District is in migration to Office365, so she wasn't able to access clinic numbers. The migration will be completed on Monday so next month she will have numbers to share.

Quality/Performance Improvement - Rhi Drake advised that she didn't have anything new to report.

CEO Report – Merry-Ann advised the biggest highlight from her report is the financial status of the district, the fact that NHHS is running in the black as of this month! She expressed gratitude for the foresight of the Bored and Tom Wilbur in the acquisition of Seeber's. She reiterated that something needs to be done with the ED space, this will continue to be a topic in her report until a change is made. She explained that a state funded grant will allow several nurses to pursue SANE training (Sexual Assault Nurse Examiner). She is excited to be able to provide this as a service to the community. Express Care is on track, NHHS has hired one of two PA's, an offer has been extended. 7-Habits training is going strong. 89 managers and staff have completed the two-day training with another 20 scheduled to be completed next week: well on the way to meeting the strategic plan goal. SLT completed inspire trust training this week. She acknowledged operations, SLT and the front-line staff for the progress that has been made towards the strategic plan. She presented an updated plan that has changed many tasks to green! She reminded everyone the plan was approved in January or February, the plan is moving a lot to green quickly. She advised that previously the health care safety zone was sitting at 95-100 days to close, as of May this is down to 7 days! All managers have met with Chris and been trained on BFR. RMAC and RMV are continuing progress so is Real Estate. The team is passionate and engaged. The District is in the survey window for DNV and DOH.

ACTION ITEM AGENDA

There weren't any action items to discuss.

OTHER BUSINESS

Casey Scott presented a high-level overview of 7-Habits. He will have a brief presentation each month until the end of the year, highlighting one habit each month.

EXECUTIVE SESSION

As permitted by RCW 42.30.110(1) (g), the meeting was moved to Executive Session at 11:00 am for approx. half hour to discuss personnel and real estate matters.

RETURN TO OPEN SESSION

The Commission returned to Open Session at approximately 11:44 am.

Per the recommendation of the Medical Staff Executive Committee, the Board of Commissioners approved the following privileges by motion made, seconded and passed unanimously:

Appointments:

Courtesy Reappointment:

Shannon Radke, MD – Family Medicine

Provisional - Radiology Off-Site

Paul Anderson, MD

Michael Bayona, MD

Nathan Doyle, MD

Cory Rasmussen, MD

Robert Townsend, DO

Chen Yin, MD

Courtesy Reappointment – Telehealth

John Zurasky, MD

NEXT MEETING DATE


The next meeting will be July 27, 2023.

ADJOURNMENT

There being no further business, the meeting was adjourned at approximately 11:45 am.

Minutes recorded by Raelynn Wellman, Executive Administrative Assistant.


Lois Robertson, President
Board of Commissioners


Susan Johnson, Secretary
Board of Commissioners