

December 20, 2018

The regular meeting of the Board of Commissioners for Island Hospital was called to order by Commissioner Tessler on December 20th at 12:00pm in the Cypress Room of Island Hospital.

Those present were Commissioners Chip Bogosian, MD; Lynne Lang, PhD Warren Tessler and Jan Iversen. Also present were Vince Oliver, CEO; Elise Cutter, CFO; Bob Prins, MD, Chief Medical Officer; Denise Jones, RN Chief Patient Care Executive; Carolyn Pape, CHRO; Kim Graf, Executive Assistant and Briana Alzola, Anacortes American.

Not Present: Jason Hogge, MD COS and Commissioner Maughan, PhD

Public Comments:

There were no public comments.

Action Items Completed:

- Letter of appreciation to C. Anderson and E. Oates
- Island Home Health to attend upcoming 2019 Medical Staff Meeting

CONSENT AGENDA:

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

BOARD QUALITY & PATIENT SAFETY REPORT

Medical Staff Meeting Summaries: Dr. Prins reported:

Surgery Committee Meeting: There was discussion of tracking start times within the Surgery Department. Information is being shared with clinics and schedulers in order to keep start times on schedule.

Infection Control Committee: There was discussion of community acquired infections and healthcare associated infections. Island Hospital will continue to work on decreasing healthcare associated infections as described in the Infection Prevention Annual Plan.

Quality Report: Discussion of an incident and the investigation report reviewed. A root cause analysis was completed and workflow processes were changed to prevent incident recurrence.

Anesthesia Committee: There was discussion on the Action Plan for 7:45am surgery starts. Recommendations were made as to how the anesthesiologist can assist to keep the morning start time at 7:45am.

There was discussion of post op billing on anesthesia reports and the requirement for anesthesiologists to have pediatric education in order to maintain the Trauma III designation level.

Credentials:

After review, Commissioner Bogosian made a motion to approve the Credentials list as presented. Commissioner Iversen seconded the motion. Commissioners Tessler, Lang, Bogosian and Iversen all voted aye and the motion carried.

DNV Survey Recap: Anita McCoy, RN provided a recap of the recent DNV survey completed at Island Hospital. The official survey report is expected no later than December 28th. Anita reviewed the list of findings and remarked the list could change based on DNV review of surveyor observations. Corrective Action Plans will be developed after the final report is received.

Finance Report:

Elise Cutter reported on the November 2018 financial statements with the Committee and highlighted the following as significant items:

- ◆ *Balance Sheet* – The hospital collected \$8.8 million in cash in November and paid out \$8.9 million. This resulted in day's cash on hand of 139.2 (114.3 excluding the remaining bond funds) down slightly from October. The current ratio decreased to 2.38 from 2.51 in October.
- ◆ *Net Revenue* – Net revenue for November 2018 was \$8 million with an actual collection rate of 40.9% which is above the budgeted 40.1% and lower than prior year of 40.1%. Inpatient volumes were still below budget for the month with ADC of 24 compared to a budgeted 26.
- ◆ *Operating expenses* – Total year to date operating expenses are 2.5% below budget and 1.5% above the prior year. Categories of significant overage are professional and physician fees and purchased services. The total number of FTE's for 2018 is 551 which is under the budget of 565 and 19 less than 2017. The Hospital recorded a net operating loss year to date of \$4,193,000 versus the budgeted operating income of \$151,000. The excess income year to date is \$2,568,000 or 3.0% of net revenue versus budgeted excess gain of \$3,649,000 or 4% of net revenue.

Strategic Update:

Commissioner Tessler reported that meetings between Commissioners and Medical Staff have been held. The information gather at these meetings is being consolidated for analysis.

The details for the Leadership Conference are still being finalized.

Administration Update:

CMO: Dr. Prins reported that the Walk-In-Clinic remodel is near completion. Dr. Prins shared that there is ongoing discussion with Skagit Regional Health regarding phone consultations. There is discussion with several organizations regarding neurology services at Island Hospital and Dr. Prins shared that Island Hospital is exploring the use of telemedicine.

Dr. Prins provided an update on urology services here at Island Hospital and remarked that discussion with Bellingham Urology has been reopened.

CPCE: Denise remarked that oncology consultation discussions continue with Skagit. Denise shared a patient experience letter from the Surgery Department.

CHRO: Carolyn Pape provided an update on the follow up action plans currently being developed in response to the recently conducted Employee Engagement Survey.

CEO:

Vince reviewed physician recruitment efforts for general surgeons and remarked on ongoing contract negotiations with two general surgeons and an upcoming site visit. Vince reported that the Lab Outreach Program is expanding rapidly.

Vince announced that the new Facility Director begins January 1st.

Vince shared that Brian Knight recently received his MRI Tech certification and will provide evening and weekend coverage. Brian began his career with Island Hospital in the EVS Department and has worked his way to his current position within DI.

NEW BUSINESS:

Commissioners Calendar:

The Board approved the January 2019 Board Calendar as presented.

Commissioner Tessler passed out the final draft of the 2019 Commissioner Committee Assignment Calendar.

Island Hospital Foundation: Jeannette shared that fundraising efforts for the Foundation have been very successful for 2018. Jeannette briefly remarked on the Heartstrings raise the paddle for the Emergency Department and shared that Dianne Kuhn will be the IHF Board President for 2019.

ADJOURNMENT:

There being no further business, Commissioner Maughan called for the meeting to be adjourned at 1:25pm.

Warren Tessler, President/Commissioner

Jan Iversen Secretary/Commissioner

Paul Maughan, PhD, Commissioner

Chip Bogosian, MD, Commissioner

Lynne Lang, PhD, Commissioner