



February 10, 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; Chief Executive Officer, Tom Tomasino; Chief Financial Officer, Terry Litke; Chief Operating Officer, Hank Hanigan; Chief Nursing Officer, Linda Gipson; Chief Quality Officer, Teresa Fulton; Attorney, Dale Roundy; and several other hospital staff.

Points of Order

Commissioner Fey and Dr. Gabe Barrio, Chief of Staff will not be in attendance.

Minute Approval and Consent Agenda

A) January 13 Regular Board meeting minutes & Approval of Monthly Write-Offs & Vouchers
President Tarrant called for a motion to approve the minutes of the January 13, 2013 regular Board Meeting 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. #175093 to #175883 and #3137 to #3156 in the total amount of \$7,786,650.20, with Capital equipment vouchers in the amount of \$0.00, therefore the vouchers are approved for payment in the amount of \$7,786,650.20. Commissioner Gardner made a motion, seconded by Commissioner Cammermeyer. Motion carried.

Education

A) CHAB

Laura Luginbill, Island County Public Health Department staff to the Community Health Advisory Board (CHAB), reported on the on-going surveillance and assessment of our population's health risks. WGH is a long-time supporter of these efforts by helping fund a county-wide Behavioral Risk Factor Surveillance System Survey (BRFSS). BRFSS data is one of the primary tools used to assess the health of Island County's adult population. One of the roles of Public Health is to responsibly collect, analyze, and communicate relevant data to the community. This information helps service providers improve their care, allows organizations to offer programs that target the greatest needs, and educates community members of potential health risks. Every three to five years Health Dept. staff and CHAB undertake a Community Health Assessment (CHA), which compiles selected indicators of the community's health status. The 2012 CHA includes data for 70 health indicators from 15 different sources, covering topics such as health care access, chronic disease, mental health, communicable disease, environmental health, and substance abuse. In 2013 Island County Public Health published the results of Island County's Healthy Youth Survey, a rich dataset representing all 6th, 8th, 10th and 12th grade students in our public schools. The survey covers topics such as alcohol and drug use, mental health, and physical health. The results are available on the Island County Public Health website. Laura Luginbill also thanked Trish Rose and Catherine Ballay for all their hard work on CHAB.

President Tarrant thanked Laura Luginbill for her presentation. Commissioner Cammermeyer asked if CHAB is involved with the elderly and the health of elderly. Laura Luginbill stated we do have information on elderly aging with a focus on healthy aging. Trish Rose reported CHAB has very little resources and we are hoping to have more collaboration in the future.

Project Manager

Marc Estvold, Project Manager reported he is a licensed architect with decades of experience in design, building and construction project management. Marc Estvold stated he has successfully managed large and complex projects in numerous areas, including healthcare. His references consistently state he delivers high quality results on time and on budget.

Recent clients and projects include:

- o Skagit Valley Hospital River Bend Medical Office Building, 2014
- o Island Hospital Medical Arts Pavilion, completed 2012



- o Cascade Skagit Medical Office Building, completed 2012
- o Island Hospital Addition and Renovation, completed 2008
- o McIntyre Hall Performing Arts & Conference Center (Skagit Valley College Campus), completed 2004

Marc Estvold stated the Cascade office building came in 4 million under budget. Marc Estvold stated we are in the process of hiring an architect and we hope to bring the final plans to the Board in early July. The complete renovation should be done in the early spring of 2017. We had advertised the Architect position in the Trade Journals and the local newspaper. We were very specific with the need for healthcare experience and we have narrowed down to three firms; all from the Seattle area and they all have medical design with construction experience. The interviews will be held February 18. Once selected we will start negotiations and make a recommendation to the Board at the next March 10 Board meeting. Marc Estvold reported that when the plans are done they will be put into bid and we will begin the process. Marc Estvold stated he will be there at every meeting to serve the best needs of WGH. President Tarrant thanked Marc Estvold for his presentation.

Public Questions or Comments on Agenda Items.

Les MacCormick introduced himself as a past employee who is retired and very happy that the bond passed. Les MacCormick stated Whidbey General is like his family and thanked the Board for all their hard work. President Tarrant thanked Les MacCormick.

Quality and Patient Safety

- 1) Teresa Fulton, CQO reported we have received feedback from the Department of Health (DOH) regarding our last audit. The DOH has requested us to refine the outcomes and send them back in. The other requirement the DOH is asking for is to have each clinical department to send in two quality indicators to the DOH and they will be monitoring, Teresa Fulton, CQO stated departments are working on corrective care plans and policies to further our education and these have been submitted to the state. President Tarrant thanked Teresa Fulton.
- 2) Linda Gipson, CNO reported we recently transitioned to Sound Physicians as our hospitalist team and it was a seamless transition to staff and patients. There was a lot of planning and many people to thank for all the teamwork; Molly Nagel, Medical Staff Coordinator; MIS department; Purchasing department. We have physicians here with Sound Physicians that we are familiar with. We have had two interviews for Medical Director with Sound Physicians and both went very well. Linda Gipson, CNO stated we have given our recommendation to Sound and are hoping for good news. We are creating order sets for CPOE and have had help from Sound Physicians who has Meditech experience. Sound Physicians have been onsite working since midnight last Tuesday and they have a Hospitalist and an RN through the day. We have a high level of expectation and the onboarding process will probably take about six months. Linda Gipson, CNO stated having fulltime Hospitalists live on the island permanently who are committed to the community is our ultimate goal. Linda Gipson, CNO reported the two midnight rule with Medicare has caused confusion and has been delayed until the fall of 2014. Amy Sikic has taken the director position for Care Management. Amy Sikic holds a Master's degree in Care Management and will offer great leadership. Amy Sikic will be attending a Medicare Boot camp conference next week. Linda Gipson, CNO reported our Hospice has active patients enrolled. We continue to be challenged with mental health patients and are continuing discussions with mental health physicians to help. On the Navy front we are seeing an additional 15 patients per day since the Navy change took place and we are still in discussions with the Navy. Linda Gipson, CNO stated we have a Northwest Executive leadership development program that will provide accreditation as continuing education unit (CEU) providers. Thank you to Chris Tumblin who has helped with the skilled labor and simulators for disaster preparation.



Medical Staff Report

A. Chief of Staff Report

Tom Tomasino, CEO reported the following appointments/reappointments due to Dr. Gabe Barrio, Chief of Staff being excused.

Tom Tomasino, CEO presented the following active staff reappointments:

Mark S. Cichowski, MD Active Staff Reappointment

Mark R. Duncan, MD Active Staff Reappointment

Commissioner Cammermeyer made a motion, seconded by Commissioner Gardner to approve the active staff reappointments as presented. Motion carried.

Tom Tomasino, CEO presented the following courtesy staff reappointments:

Douglas P. Caldwell, MD Courtesy Staff Reappointment

Aaron Y. Fu, MD Courtesy Staff Reappointment

Bart P. Keogh, MD Courtesy Staff Reappointment

Robert B. Osnis, MD Courtesy Staff Reappointment

Jennifer E. Shook, MD Courtesy Staff Reappointment

Pedro T. Vieco, MD Courtesy Staff Reappointment

David G. Westman, MD Courtesy Staff Reappointment

Commissioner Cammermeyer made a motion, seconded by Commissioner Gardner to approve the courtesy staff reappointments as presented. Motion carried.

Tom Tomasino, CEO presented the following allied health professional staff reappointments:

Sarah M. Meyer, CNM Allied Health Professional Staff Reappointment

Lauren E. Bock, PA-C Allied Health Professional Staff Reappointment

Commissioner Cammermeyer made a motion, seconded by Commissioner Gardner to approve the allied health professional staff reappointments as presented. Motion carried.

Tom Tomasino, CEO presented the following courtesy staff appointments:

John W. Sype, MD Courtesy Staff Appointment

Andrew R. Levine, MD Courtesy Staff Appointment

Madison McCullouch, MD Courtesy Staff Appointment

Commissioner Cammermeyer made a motion, seconded by Commissioner Gardner to approve the courtesy staff appointments as presented. Motion carried.

Tom Tomasino, CEO presented bylaw changes to Section 3.4-2 Reappointments – Reappointments to any category of the medical staff shall be for a period of not more that (2) years. For any provider the age of 70 or older, reappointment to any category of the medical



staff shall be for a period of not more than one (1) year. President Tarrant stated this was also read twice at the Medical Staff meetings.

Commissioner Cammermeyer made a motion, seconded by Commissioner Gardner to approve the bylaw changes as presented. Motion carried.

Tom Tomasino, CEO reported the Chief of Staff committee elected Brendan Hansen, MD to the Chief of Staff Elect position.

Individual Items

A. Administrative Update

Tom Tomasino, CEO reported we are going to focus on retention and making sure we hire the right people. We will be using the Harrison Research Tool to help us hire the best possible people for our organization. At the next Leadership Retreat we will be discussing changing the format of the dashboard and asked the Board to bring change recommendations to the Leadership Retreat. Tom Tomasino, CEO stated the EMT's retirement fund has been moved to the Fireman's retirement fund and this will include retro payments. This was appealed and our appeal was denied. We will be appealing for a second time due to the great financial impact this will cause our organization.

B. Resolution #345 Property to list

Hank Hanigan, COO is asking for the Bayview property to be declared surplus. Commissioner Gardner made a motion, seconded by Commissioner Wallin to declare Bayview a surplus property. Motion carried.

Board Items

A. Red Dress Ball

President Tarrant reported she had attended the Red Dress Ball and thanked Michele Renninger and Janie Keilwitz. They have engaged in this fundraising event that helps pay for health testing/screening for those who can't afford services.

B. Committee Assignments

President Tarrant reported assignments to committees have been given to the Commissioners. The Medical Staff committee will rotate Commissioners to each medical staff meeting and QIC will have two Commissioners, Compliance Committee will have one Commissioner. Please let President Tarrant and Tom Tomasino, CEO know if changes are made to assigned committees.

Staff and Status Reports from Administration

A. Administrator's Report

Tom Tomasino, CEO reported the 4th quarter STARS, Susan Johnson, Keith Mack, Trish Nilsen, and Carla Seaver. They are all exceptional leaders. Tom Tomasino, CEO stated we have an outstanding staff. Tom Tomasino, CEO thanked Teresa Fulton for her quality information in the administrator report. President Tarrant asked about negotiating with the Navy and where we are. Tom Tomasino, CEO stated the Navy has made a decision to enforce a 33 mile radius from the base for Navy patients to only see their primary care doctors on the base. This will affect our physicians. The closing of the naval urgent care clinic has led to quite an increase in seeing folks in our ED. Tom Tomasino, CEO will be meeting with Captain Simmer to further urgent care discussions and will be discussing the operating rooms the Navy would like to use.

B. Financial Report

Terry Litke, CFO reported December draft financial statements are held open to March of 2014 for year-end adjustments. The current draft financial statements are very preliminary and may change dramatically up or down depending on account reconciliations and adjustments to contractuals which haven't been completed yet to determine year end account balances. December draft gross Patient Revenues were over budget by \$34,899 (.2%). Inpatient revenues were \$4309 under budget and outpatient revenues were \$39,208 over budget. Total Draft expenses were over budget by \$624,335.



The areas of greatest concern:

- Draft Salaries and Wages, \$116,000 over budget
- Draft Employment agency fees, \$102,000
- Draft Professional fees, \$103,000 over budget
- Draft Supplies expenses, \$47,000 over budget
- Draft Depreciation, \$111,000 over budget

The Draft December financials show a loss for the month of \$1,132,000, which includes about \$615,000 of expense for Bond Issuance costs of our three bonds that prior to January 1, 2013 were considered capital costs which were depreciated over the life of the bonds.

Cash on Hand in the Draft financials is currently at 12.3 days compared to 18.7 days in November. Gross Days Accounts Receivable in the Draft Balance Sheet is currently at 69.6 compared to 73.1 in November. Net Days of AR in the Draft Balance are currently at 58.6 compared to 63.7 in November.

The YTD loss for 2013 in the Draft financial statements is currently at \$5,529,561.

C. Review of Dashboard Report

Tom Tomasino, CEO reported we are refocusing on AIDET with staff to improve scores. We are seeing more mental health patients and we will be discussing the updates to address both of these topics at each Board meeting.

Agenda Items for next Board meeting

None

General Public Comments

None

Adjournment

There being no further business, President Tarrant called for a motion to adjourn. Commissioner Cammermeyer made a motion, seconded by Commissioner Gardner to adjourn the meeting at 9:09 am. Motion carried.