

August 8, 2016

The regular meeting of the Board of Commissioners of the Whidbey Island Public Hospital District was called to order at 7:02 am by Board President, President Wallin. Present were President Wallin; Commissioner Cammermeyer; Commissioner Fey; Commissioner Gardner; Chief Executive Officer, Geri Forbes; Chief Nursing Officer, Linda Gipson; Chief Human Resource Officer, Cindy Paget; Chief of Staff, Dr. Brenden Hansen; and several other hospital staff.

**Points of Order**

President Wallin stated the meeting will be audio and video recorded today. President Wallin stated that an executive session was not on the agenda last month. President Wallin made a point of order to correct a misunderstanding that occurred during the last board meeting. President Wallin stated that while the board had gone into executive session during the last board meeting, it was not to discuss potential litigation. The purpose of the last executive session was to review negotiations of an ongoing contract. RCW 42.30.110(d).

**Consent Agenda**

Commissioner Gardner made a motion to approve the regular Board minutes from July 11, 2016 regular Board meeting minutes and the vouchers as presented, seconded by Commissioner Fey motion. Motion carried. 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. #202925 to #203681 and #3594 to #3612 in the total amount of \$7,673,730.35 with Capital equipment vouchers in the amount of motion carries \$1,017,051.71 therefore the vouchers are approved for payment in the amount of \$8,690,782.06.

**General Public Comments**

A community member came to speak at the Board meeting.

**Quality and Nursing Update**

Linda Gipson, CNO/CQTO reported the following:

- Nurse quality indicators are favorable and we are working to further our education on population health.



and will be CNO Interim until a replacement is hired.

- 17<sup>th</sup> annual cancer tournament raised \$12,000 to support WhidbeyHealth Cancer Care's STAR Rehab Program, one of the first state certified cancer survivorship programs in Washington.
- The following received reader's choice awards from the Whidbey News group: WhidbeyHealth Primary Care Cabot Drive won first place, while physicians from that same clinic, Dr. Judy Scheidt and Dr. Doug Langrock, received honorable mentions PA Young - awarded. Robert May received the "runners up" award in the Firefighters/Emergency Medical Services category,
- WhidbeyHealth Palliative Care Nurse Practitioner Carla Jolley ARNP, was asked to present her talk "Palliative Care and End of Life: It is Never Too Early Until it is Too Late to Have the Conversation" at the July 2016 Pan Pacific Lymphoma Conference in Kauai. Congratulations to Carla.
- Auxiliary WhidbeyHealth assigned Island county transportation, Heidi Saunders, Executive Director of Transitions of Care. Tour D Whidbey August 20, 2016. More information at the volunteer office. Polly Harpole Fiesta event, tickets 50 per person, fundraiser to support the Polly Harpole guild, supporting hospital community.
- WhidbeyHealth is actively participating on the Island County Human Services Transportation Planning Advisory Committee. Heidi Saunders, Executive Director Transitions of Care has been appointed to the committee.
- Reminder the Tour de Whidbey is coming up Saturday, Aug. 20.
- Polly Harpole Hospital Guild will be holding its Holds Annual Summer Fundraiser. Pick up a reservation form from any guild member or at the WhidbeyHealth Medical Center administration office.
- Free Car Seat Safety Check is coming up Tuesday, Sept. 8 between 3pm and 5pm at the Oak Harbor Fire Station at 855 E. Whidbey Avenue.

**Education:**

Renee Yanke, MAC Manager and Karin Schulz, Rehab Manager presented the following key items regarding the STAR Rehab program:

- Survivorship team members: Lisa Toomey, Sue Carey, Stephanie Cattano and Debbie Williams.
- The program assists with the after treatment survivorship, through the diagnosis

and cancer survivorship.

- More than 113 million survivors nationwide and an estimated 250,000 in Washington state alone.
- The first common concerns when diagnosed are physically/psychological with cardiac long term effects on the body. Then a shift of other concerns when after treatment begins, such as diabetes; obesity.
- Communicating to survivors to follow up on treatment is very important for a healthier lifestyle, physically and emotionally. Exercise is a key issue in a healthy survivorship.
- Renee Yanke, MAC Manager personally meets with patients for their personal care plan at initial diagnoses.
- Mandating the standards of care by the commission on cancer is more patient focused, and this is no longer optional it is mandatory.

Karin Schulz, Rehab Manager reported the following key points:

- Rehabilitation is needed at different interventions of diagnoses.
- Key factors are across the care of continuum to have a multidisciplinary team; clinic nutrition, social work; standardized outcomes and published research.
- Discussing issues that each cancer survivors may encounter.
- Discussed evidence based benefits of oncology and appropriate referrals.

Renee Yanke, MAC (Medical Ambulatory Care) Manager stated about a year ago we had offered continuing education for nurses and clinical education at no additional cost. We can get more Physical Therapist involved at no cost. The Steering committee is the cancer care team. We see about 200 - 275 new diagnose' a year and we screen at initial consult and hand out a welcome packet. A screening is also done at the end of the treatment. 48%- 52% is average to the national trend. Any new program gaps are to be fixed.

Karin Schulz, Rehab Manager stated we are validating measures and using this as a tool for fall assessment issues. Initial evaluation and at discharge an assessment is performed, also an interval may be needed. Remaining next steps of the program; we need to analyze the data and access to care. We are in the process of putting together a module on education that staff can use. We will be establishing goals in the upcoming year. Dependent on how many patients move through the program. Thank you to the

administration and foundation for the funding of this program. Additional positions are being filled due to the support.

### Finance

Ron Telles, CFO discussed and presented the following financials for June 2016:

- Total Clinic Visits
- ER Visits and Ambulance
- Surgeries
- Home Health & Hospice
- P-days and Discharges
- Operations Income
- Statement of Revenue and Expenses
- Cash Flow

Ron Telles, CFO stated we have contracted with Relay Health. This will speed up registration process ; verifies medical necessity and the system automatically validates the patient's information and gives estimated co pays and charges to the patient.

### **Board Items**

#### A. Board Vacancy Update

President Wallin stated we have received 7 applicants for the District 5 seat. We are narrowing down and looking at interview dates and times. President Wallin will send resumes and CV's out to Board members and follow up next meeting.

#### B. WSHA Annual Member conference October 12-14

President Wallin stated a reminder of the WSHA annual meeting will be coming up on October 12 – 14 in Seattle. Geri Forbes, CEO stated this is a great educational conference and will help us to better understand the demand on all the new healthcare changes.

#### C. Committee Update

President Wallin opened the floor for any committee update discussion.

Commissioner Fey stated at the last Credentialing committee they were discussing the possibility of hiring a new credentialing company; Quality Infection committee(QIC) met last week and it is amazing how much is done at this meeting; including discussion of falls and site infections. A lot of wonderful items being accomplished at the QIC meeting.

Commissioner Cammermeyer stated the lack of capability of systems to talk to one

another is another reason for us to be in compliance and the Compliance committee is following up. The Board of Health recently met and is discussing new issues and opinions. Commissioner Cammermeyer will follow up.

Commissioner Gardner stated at the Finance committee meeting we had a presentation by Michael Zervas, Director of Practice Management; Moving forward with the clinics. An updated report from Marc Estvold, Project Manager and George Senerth, Executive Director of Facilities/Plant Operations regarding construction was given at the last Finance committee meeting as well.

President Wallin stated MEC (Medical Executive Committee) has had a lot more attendees and involvement. Building committee is going well; this is attended by Commissioner Cammermeyer also.

Commissioner Fey has attended the Medical staff meetings and stated they are collegial and leadership has brought a new approach with responsibilities of duties and patients.

#### D. Bylaws

President Wallin stated the Bylaws need to be updated and researched, the Board will be reviewing.

#### **Other**

Geri Forbes, CEO stated we had our annual CAPP (Lab) inspection and were told by the inspection group that we use some of the best practices that they will be sharing with other facilities. The inspection went very well.

#### **Agenda Items for next Board meeting**

President Wallin noted for the next Board meeting:

- 1) Next Board meeting will be held September 12 at 7:00 am.

#### **Adjournment**

There being no further business, President Wallin called for a motion to adjourn.

Commissioner Gardner made a motion, seconded by Commissioner Fey to adjourn the meeting at 8:42 am. Motion carried.