CLALLAM COUNTY HOSPITAL DISTRICT #1
Board Of Commissioners Meeting Minutes
November 24, 2015

Present: Commissioners Daisy Anderson, Don Lawley, and Gerry Lane who attended via teleconference; Tim Cournyer, Interim CEO and CFO; Gary Harmon, M.D. and Laura Kripinski, CNO.

The meeting was called to order at 5:00 p.m. by Daisy Anderson.

Community Communication: Reviewed letter of appreciation for medical care provided to Anne Overby by Dr. Wallhoff and Amy Wood.

Medical Staff: The Medical Staff Committee minutes from the October 12, 2015 meeting were reviewed.

ACTION: It was moved, seconded, and passed to approve the Medical Staff Committee meeting minutes as presented.

Board Expansion Discussion: Don Lawley discussed the advantages of expanding the Board of Commissioners to five members as opposed to the current three. Daisy Anderson and Gerry Lane would like to keep the members at the current number of three. Gerry Lane noted that there have been many changes and he feels like right now is not the time to add an additional change to the mix. The Board members agreed to revisit the subject in November of 2016.

Medical Staff Privileges: Reviewed request for privileges, as presented, for Bradley Peterson, M.D., Julie Erickson, CRNA, and Kathy Lawley, P.T.

ACTION**:** It was moved, seconded, and passed to approve appointment of privileges for Kathy Lawley, P.T. and the reappointment of privileges for Bradley Peterson, M.D. and Julie Erickson, CRNA.

Performance Improvement Committee (PIC): The Performance Improvement Committee minutes from the October 19, 2015 meeting were reviewed.

ACTION: It was moved, seconded, and passed to approve the Performance Improvement Committee meeting minutes as presented.

Minutes: Board of Commissioner's minutes from October 27, 2015 meeting were reviewed.

ACTION: It was moved, seconded, and passed to approve the Board of Commissioners meeting minutes from October 27, 2015 with corrections.

Vouchers: The October 2015 Vouchers were reviewed.

ACTION: It was moved, seconded, and passed to approve October 2015 General A/P vouchers numbered 087113 through 087537 in the amount of $1,494,327.37 and the General P/R vouchers numbered 543273 through 543372 in the amount of $125,349.26.

Write-offs: The November 2015 Write-offs were reviewed as presented.

ACTION: It was moved, seconded, and passed to approve the November 2015 Write-offs totaling $93,016.84.

District CEO Report:

Tim Cournyer, Interim CEO reported:

- Dr. Allchin will stay on with the Bogachiel Clinic – there are no objections from Medical Staff.
- Terry Megiveron will start as the new Clinic Administrator on December 3rd. He comes highly recommended by his previous employers. Terry will work with Bill Burton, Interim Clinic Administrator for approximately three days and then will take over. Rae Wilson has served essential during the clinic's transition period.
- We have selected several qualified Human Resources Director candidates and interviews will take place after Thanksgiving.
- LaRayne Ness, ARNP will begin on December 7th. After orientation she will begin to see pain management patients.
- Joe Braddock was interviewed for the Controller position on Friday. He has an extensive history and is projected to start on December 7th.
- There has been no new information from B.E. Smith. I will contact Craig regarding a Summary Judgement.
- The Interdisciplinary Communication Committee (ICC) has met a few times and the group decided to switch from weekly to monthly meetings.
- The Patient Satisfaction Survey for the Clinic and inpatient received a poor response. We pay for a third party to conduct the survey so I will be looking into other means to survey patients.
- I am currently reviewing website proposals and will report with an update when a decision has been made.
- The Krono's sales team informed me that there will be an additional $10,000 cost to interface with Meditec but only after numerous assurances that no additional costs would be incurred. I have a meeting with the Krono's management team to try and get them to waive at least half of the fee and will report back to the Board with more information.
- The Accountability Audit has been completed. There were minor deficiencies in Dietary. The Financial Audit will begin shortly.

Finance: Tim Cournyer, CFO, presented the October 2015 and year-to-date financial report, which was reviewed and discussed.

- Total patient revenue is less than the prior October by $188,110
- Total patient revenue year to date is $33,625,645
- Total revenue deductions for October are $1,658,003
- Total revenue deductions year to date $14,590,164
- Net patient revenue for October is $1,751,775
- Net patient revenue year to date is $19,035,481
- Miscellaneous income for October was $144,840
- Miscellaneous income year to date was $2,073,070
- A/R days are at for October 52.82
- Net A/R days at 37.85

- Operating expenses above the prior October by $911,501
- Net operating income (loss) for October was ($379,084)
- Net operating income (loss)Year-to-date ($598,419)
- Total non-operating income/expense for October was $54,787
- Total non-operating income/expense year to date is $223,580
- Net income for October ($324,297)
- Net income year to date is ($374,839)
- Cash balance for October was $6,020,645, an increase of $34,434 from September

Additional Agenda Items: No comments.

There being no further business to discuss, the meeting was adjourned at 6:30 p.m.

The next Board of Commissioners meeting is scheduled for December 22, 2015 at 5:00 p.m.
Minutes recorded by Melissa Jones, Executive Assistant.

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Don Lawley, Secretary