

**BOARD OF COMMISSIONERS
REGULAR MEETING
APRIL 26, 2019**

The Regular Meeting of the Board of Commissioners of Public Hospital District No. 1, Skagit County, was held at Cascade Valley Hospital.

ATTENDANCE

Present were: Commissioners Peter Browning, Frei Burton, Jim Hobbs, Bruce Lisser, Gary Shand, and Julie Blazek; CVH Commissioner Tim Cavanaugh; Brian Ivie, President & Chief Executive Officer; Danny Vera, Regional Vice President & Chief Operating Officer; Paul Ishizuka, Regional Vice President & Chief Financial Officer, Dr. Joshua Griggs, Chief Quality Officer; Lisa Buller, Regional Vice President & Chief Information Officer; Michelle Sand, VP & Chief Nursing Officer, Cascade Valley Hospital; Dr. Connie Davis, Deborah Martin Regional VP, Human Resources; Dr. Rico Romano, Chief of Staff-Elect Skagit Valley Hospital Medical Staff; Dr. James Fletcher, President/Cascade Valley Hospital Medical Staff; Sanjeev Vaderah, MD, President PGC; Brad Berg, Legal Counsel, and Joanie Whitener, Executive Secretary. Also present: Robert Cockrell, Will Grooms, Adele Skinner, Jola Barnett, Kari Ranten, Renee Stone, and Sandi Browne. Guest presenters: Mary Wright and Jeff Gay from Moss Adams.

CALL TO ORDER

The meeting was called to order at 8:00 a.m. by Mr. Browning

PUBLIC COMMENT

There was no public comment.

PATIENT STORY

On behalf of patient safety and satisfaction, Ms. MJ Tyler provided a patient story which resulted in a positive outcome.

REPORTS/PRESENTATIONS

MOSS ADAMS AUDIT REPORT

Mary Wright and Jeff Gay, representatives from Moss Adams presented the annual audit report for Skagit Regional Health. The audit results for 2018 were clean with no findings. The organization ended the year with a .9 percent operating margin, which was up significantly from our performance in 2016 and 2017. The auditors were most complimentary about the Skagit Regional Health Finance team's preparedness, attention to detail and collaboration.

**REPORTING MEDICATION
ERRORS**

Will Grooms, PharmD, Clinical Coordinator in Pharmacy at Skagit Valley Hospital and Robert Cockrell, PharmD, Pharmacy Director at Cascade Valley Hospital presented information on efforts to standardize reporting on medication errors and adverse events at the two inpatient hospitals. The pharmacy teams were working together to standardize monitoring using the Midas system. In addition, the two were making more frequent reports to medical staff and committees, made an annual report to the Executive Quality Oversight Committee and were working to maximize Epic functionality. They concluded that reporting was on the rise, which was improving patient safety.

TALENT ACQUISITIONS

Director of Human Resources Adele Skinner provided an update on efforts to recruit people for employment at Skagit Regional Health. She advised that the organization had especially high needs for CNAs, Medical Assistants, lab positions and staff nurses, which was a common situation throughout western Washington. In all, as of April 19, there were 174 open and posted positions. Programs implemented to assist with recruiting included referral incentives and sign-on bonuses for hard to fill positions. In addition, HR staff participated in networking with educational institutions and other employers, posting positions online and attending career fairs.

FINANCE REPORT

Mr. Paul Ishizuka, Chief Financial Officer presented financial results for the first quarter of 2019 which showed an up and down cycle represented by a solid January, a challenging February as a result of three snowstorms and low humidity in the Skagit Valley Hospital operating rooms, and a very strong month of March with record-setting inpatient and ED volumes at both hospitals. First quarter results showed that Skagit Regional Health was on track to reach our financial targets for 2019.

ACTION ITEMS

RSLN 3884 Executive Annual Incentive Plan for 2019

It was moved, seconded, and unanimously carried to accept the 2019 Executive Annual Incentive Payment Plan.

CREDENTIALS REPORTS

MOTION

It was moved, seconded, and unanimously carried to approve the April 26, 2019, SVH Credentials Committee Report.

SVH MEDICAL STAFF CREDENTIALS REPORT

Dr. Romano's report dated April 26, 2019 included the SVH Medical Executive Committee recommendations for membership and privileges which is attached and made part of these minutes

MOTION

It was moved, seconded, and unanimously carried to approve the April 26, 2019, CVH Credentials Committee Report

CVH MEDICAL STAFF CREDENTIALS REPORT

Dr. Fletcher's report included CVH Credentials Committee recommendations as contained in his report dated April 26, 2019, which is attached to and made part of these minutes.

REPORTS and DISCUSSION

SVH MEDICAL STAFF UPDATE

Dr. Rico Romano, Chief of Staff-Elect Skagit Valley Hospital Medical Staff, updated the Board on SVH Medical Executive Committee physician activities.

CVH MEDICAL STAFF UPDATE

Dr. Jim Fletcher, President/Cascade Valley Hospital Medical Staff, updated the Board on the recent activities of the CVH Medical Executive Committee.

**EXECUTIVE QUALITY
OVERSIGHT COMMITTEE/
COUNCIL**

Mr. Shand reported that the Executive Quality Oversight Council met April 19, 2019, and were presented with the following updates: The Board of Pharmacy audit at SVH went very well and yielded no findings; the DNV re-audit on the conditional findings from February resulted in both being reduced to NC-1 level. Quality would continue to provide DNV with monthly updates until the construction in the Emergency Department was complete. The use of flash sterilization, which was cited as a conditional finding at SVH had reduced dramatically, from 8.8% to 0.8% indicating the new processes were working well. Both hospitals qualified for the Medicaid Incentive funds for 2018, totaling \$148,911. Patient Safety Goals: Lisa Norton, Director of Risk and Compliance discussed our 2019 patient safety goals. In addition to supporting the system wide KPMs, we would focus on improving our safety event resolution and feedback process, streamline RCA's, develop a safety dashboard, and support implementation of Just Culture. We would additionally utilize the results of the 2019 Culture of Safety Survey to continue to prioritize efforts. Medication Errors and Adverse Events: Will Grooms, Pharmacy Clinical Coordinator – Skagit Valley Hospital and Robert Cockrell, Pharmacy Director – Cascade Valley Hospital, provided us with the 2018 medication errors and adverse events which they would also present to the full board.

CONSENT AGENDA

It was moved, seconded, and unanimously carried to approve the “consent” agenda. The consent agenda included the March 12, 2019 and April 8, 2019 Work Session minutes and the March 22, 2019 Regular Board Meeting minutes, Rsln 3887 Investment Surplus Funds/Agents, Rsln 3888 Appt. of Auditor/Deputy Auditor, SRH Write-offs for SRH, resolutions for SVH Investments and Surplus Equipment, and Vouchers and Payroll as noted below:

MEETING MINUTES

The minutes of the March 12, 2019 Board Work Session, the March 22, 2019 Regular Board Meeting and the April 8, 2019 Board Work Session minutes were approved as recorded.

WRITE-OFFS

SRH WRITE OFFS: Financial Assistance - \$779,194
Bad Debt Write Off - \$2,652,000

VOUCHERS AND PAYROLL

AHS Accounts Payable vouchers #000031241-000031242 were approved as presented.

SVH Accounts Payable vouchers were approved as presented:

General SVH #264451 - 267635

Refund Mgr #49364 - 49367

General CVH #902802 - 902809

Payroll vouchers #060801 - 060894

Payroll, EFT – Direct Deposit

LEGAL REPORT

Mr. Brad Berg advised of recent legislative activities that included bills passed that await signature by the governor.

PGC REPORT

Dr. Vaderah advised of PGC activities including assistance from the Marketing and Communication Department regarding social media and efforts to mitigate its impact on providers.

**CHIEF EXECUTIVE OFFICER &
EXECUTIVE TEAM REPORT**

Mr. Brian Ivie thanked the Board for their approval of the annual incentive program and shared information on the current activities in the organization that included a review of the Key Performance Metrics. He stated that the census remained strong but at a more customary level. Mr. Ivie also reminded the Board of the upcoming 43rd Annual Rural Hospital Conference in June.

COMMISSIONER ROUNDTABLE

Roundtable was held.

EXECUTIVE SESSION

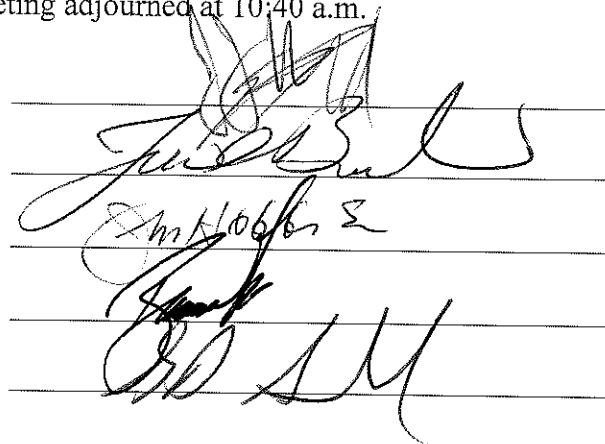
The meeting went into an Executive Session at 10:20 a.m. to discuss with legal counsel matters pursuant to RCW 42.30.110 (1) (g). The Board anticipated 20 minutes for Executive Session.

REGULAR SESSION

The meeting reconvened into Regular Session at 10:40 a.m. No action was taken as a result of the Executive Session.

ADJOURN

The meeting adjourned at 10:40 a.m.



ATTEST: _____

