

VALLEY GENERAL HOSPITAL
Public Hospital District No. 1, Snohomish County
MINUTES OF THE REGULAR MEETING OF JANUARY 6, 2010

Present: Neil Watkins, Alice Cabe, John Hinchcliffe, Mike Liepman, Brenda Rogers, John Beltz

Guests: **VGH:** Lisa Norton, Joan Catlett, Quinn Hatala, Peggy Clark, Monica Sylte
Public: LaVonne Clark, Roberta Wampole

Minutes By: Norma Walker

CALL TO ORDER

Commissioner Watkins called the meeting to order at 6:05 a.m.

CONSENT AGENDA

Commissioner Watkins asked for a motion to approve the Consent Agenda items.

On the motion of Commissioner Cabe and a second from Commissioner Hinchcliffe, the Consent Agenda items were approved as provided. Those items were:

- Minutes of December 2, 2009 Regular Meeting
- Minutes of the December 23, 2009 Special Meeting
- CEO Report
- CNE Report
- IT Implementation Report
- Foundation Report
- Vouchers:

Payroll vouchers	83346 – 83385	\$1,429,774.05
A/P vouchers	120544 – 120986	2,050,448.17
Wire transfer vouchers	11/27/09 – 11/29/09	636,272.28
American Express vouchers	1109050 – 1109099	380,641.49
Credits (voids)		(85,234.21)

PATIENT STORIES

Ms. Rogers shared a story that was printed on the front page of the Everett Herald this morning, telling of a dad deployed in Kuwait being able to see the birth of his daughter, thanks to technology and Valley General Hospital. Someone at a United Service Organizations office let the dad use a computer, while the IS team at VGH hooked up the mom's computer and Web cam. Dad hopes to be home in the spring to meet and hold his new daughter.

PUBLIC COMMENT

There was no public comment.

2010 BOARD AND BOARD COMMITTEE STRUCTURE

The Commissioners elected to retain their seats on the Board and on the committees they chair. Therefore, Board Chair will remain Commissioner Watkins, and Secretary will be Commissioner Cabe. Commissioner Watkins will chair the Finance Committee; Commissioner

Cabe will chair the Quality Committee; and, Commissioner Hinchcliffe will Chair the Planning Committee. These terms are set for a period of one year, as defined in the Board Bylaws.

DEPARTMENT REPORT – INFORMATION SERVICES

Ms. Norton stated the overall objective of Information Systems is to provide VGH with high-quality, cost-effective, timely and accessible information, using systems, services and resources which support our core processes and strategic plan. Ms. Norton shared the transformation the department has gone through in the recent past and the staff the department comprises. The applications supported, implemented, and future implementations were reviewed.

BOARD QUALITY COMMITTEE

Commissioner Cabe reported Board Quality Committee met and discussed the following topics:

- **ED Turnaround Time** - Data confirms turnaround times in the ED continue to improve since August. The indicators currently being tracked are door to triage, door to room, door to doctor, and door to discharge. All goals have been met with the exception of door to doctor, and the manager is working with the ED Medical Director to improve the turnaround time on that indicator.
- **Medication Errors / ADEs** – Medication errors are tracked and evaluated by department, day of week, time of day, severity, and nature of the error. The majority of adverse drug events (ADEs) is attributed to allergic reactions and is not related to staff error. All discrepancies related to narcotic drug dispensing errors are investigated and resolved. No trends have been identified.
- **Quality Dashboard** – Good improvement has been achieved toward 100% compliance with core measures indicators. The implementation of a discharge instructions audit has assisted with improving compliance with heart failure measures. A meeting was held with the charge nurse staff to discuss the all measures and provide education on the requirements. Dr. Dehkordi conducted training for staff on CHF to assist with improving heart failure measures, and OR staff were provided education on the betablocker requirement and the importance of documenting correctly. The medical staff has been very involved in improving compliance with core measures.
- **Periodic Performance Review** - The Joint Commission annual Periodic Performance Review was submitted in October.

Core Measures

Ms. Hatala shared the Statewide Appropriate Care Measure score ranking sheet for AMI, HF and PN ranked #1 out of 44 hospitals, with a score of 100% for Q1 2009. Although we were one case short from the 30 case minimum to rank, our score was 96.6% for Q2 2009. Statewide ACM score for SCIP ranked 29 out of 47 with a score of 83.3%. The Mock Value Based Purchasing (which ranks Washington hospitals based on a possible model for value based purchasing calculation presented to Congress), VGH ranks 17 out of 46 (in this ranking, the lower you are, the better) for the period of Q3 2008 to Q2 2009.

Ms. Hatala thanked the staff for their hard work. Much has been accomplished so far and there is more to improve upon, however; we have demonstrated that VGH can be a leader in excellent patient care.

BOARD FINANCE COMMITTEE REVIEW

Commissioner Watkins stated Board Finance met as scheduled and reviewed the November financial reports, and other topics, as Mr. Beltz will discuss.

November 2009 Financial Summary

The Financial Dashboard symbolizes the activity for the month, which was below target in most areas except IPTU days and admissions, Emergency Room visits, and ACU. All Financial viability measures were below target.

Net revenue was under budget by \$637.6k; operating expense was over budget by \$102.1k Productive FTEs were over budget by 6.17. Charity Care was under budget by \$158.1k, but Bad Debt was over budget by \$121.5k.

The result from operations was a loss of \$637.6k, which was below budget. The net operating loss for the month was \$739.8k.

Charity Care

Mr. Beltz stated Charity Care continues to be a challenge. Commissioner Cabe motioned for the approval of the following bad debt and charity care:

	<u>November 2009</u>
Bad debt	\$ 204,346
Back from collections	(20,964)
Uncollectible	5,771
Charity care	305,349
Bankruptcy	3,311
Contract denials	<u>29,058</u>
Total:	\$ 526,870

Commissioner Hinchcliffe seconded the motion.

Resolution 2009-24

Mr. Beltz presented Resolution 2009-04, noting this resolution declares certain property as surplus, either due to breakage or out-of-date technology. There are six items on this list, with a total book value of \$320.55.

On the motion of Commissioner Cabe and a second from Commissioner Hinchcliffe, Resolution 2009-24 was approved as presented.

Resolution 2009-23

Resolution 2009-23 is a request for credit cards to be issued to specific employees and is an amendment to Resolution 2009-07. This amendment accounts for changes in personnel.

On a motion from Commissioner Cabe and a second from Commissioner Hinchcliffe, Resolution 2009-23 was approved as presented.

CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Liepman indicated he is pleased with everyone's commitment and outlook. He continues to meet with management to gain an understanding of their obstacles and achievements, as well as provide insight to Mr. Liepman's goals and expectations.

Strategic Plan Summary

The foundation of this plan was established at the Board retreat in November. Mr. Liepman will present to MEC tomorrow, if the Board adopts the plan today. The next step will be to discuss at Management Council, adding measurable achievable results, and aligning the direction for the next three years through the plan, from the top to the bottom and bottom to top. Each pillar of the plan was summarized for the Board.

Commissioner Watkins commented the plan was a great start toward the goals defined at the retreat. The Board approved the Strategic Plan and recommended moving forward.

Community Advisory Board Applicant

There are two applicants this month: Ms. Lavonne Clark has applied to join the Community Advisory Board. Ms. Clark has attended many of our Board meetings. Mr. Matuschak has also applied for the Advisory Board, following his application and interview for the Commissioner position.

On a motion from Commissioner Cabe and a second from Commissioner Hinchcliffe, Ms. Clark's and Mr. Matuschak's application for membership on the Community Advisory Board was approved.

EXECUTIVE SESSION

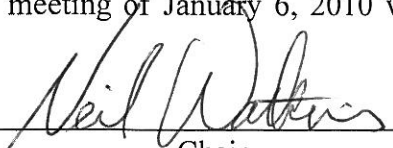
At 7:15 a.m. on the motion of Commissioner Watkins and a second from Commissioner Cabe, the Board convened into Executive Session for the purpose of discussing and reviewing quality improvement activities. The participants will be Commissioners Watkins, Cabe, and Hinchcliffe, Mr. Liepman, Ms. Rogers, and Mr. Beltz. The Executive Session is expected to last approximately 20 minutes.

At 7:35 a.m., the Executive Session was called to an end, and the open meeting was returned.

ADJOURNMENT:

With no other business to address, at 7:35 a.m., with the motion of Commissioner Watkins and a second from Commissioner Cabe, the regular meeting of January 6, 2010 was adjourned.

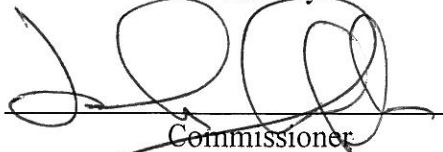
Attest:



Chair



Secretary



Commissioner