

February 24, 2021

The Regular Board Meeting of the Board of Commissioners for Island Hospital was called to order by Commissioner Iversen at 12:00 pm on February 24<sup>th</sup> via WebEx.

Due to the ongoing COVID 19 Pandemic the Regular Board Meeting was conducted via WebEx.

Those present were Commissioners Warren Tessler; Jan Iversen, Lynne Lang, PhD, Paul Maughan, PhD and Chip Bogosian, MD. Also present were Charles Hall, MSN, CEO; Elise Cutter, COO; Dr. Rob Rieger, COS, Carol Northup, RN CNO, Julie Norton Stewart, CFO, Kim Graf, Executive Assistant and Questen Inghram Anacortes American.

**Public Comment:**

No Public Comments were made

**Action Items Completed:**

No Action Items

**CONSENT AGENDA:**

After review and discussion, Commissioner Bogosian made a motion to approve the Consent Agenda as presented. Commissioner Lang seconded the motion. Commissioners Bogosian, Iversen, Lang, Tessler and Maughan all voted aye and the motion carried.

**BOARD QUALITY & PATIENT SAFETY REPORT**

**Medical Staff Meeting Summaries:**

Dr. Rieger provided brief updates on the following Medical Staff Committees:

- Anesthesia Committee
- OB/Peds Committee

**Quality Management Oversight Summary:**

Anita McCoy reviewed the Quality Management Oversight Committee Minutes highlighting the following:

- The DNV required reporting schedule for Island Hospital has been approved by DNV.
- The Correction Action Plan for the DOH survey conducted in January 2021 has been accepted.
- DNV Survey conducted in January 2021 identified 9 non-conformities. Corrective Action Plans have been submitted to and approved by DNV. Island Hospital's Progress Report is scheduled for May 2021.
- Update on Employee Health and Safety
- Patient Experience Update

## **Financial Update:**

**Financial Statement Review:** Julie Norton Stewart reported on the January 2021 financial statements with the Commissioners and highlighted the following as significant items:

- ◆ **Balance Sheet** – The hospital collected \$7.1 million in cash in January and paid out \$7.6 million. This resulted in day's cash on hand of 249.9 (227.3 in operating cash funds) down from December of 254. The current ratio increased to 1.81 from 1.77 in December.
- ◆ **Net Revenue** – Net revenue for January 2020 was \$8.2 million with an actual collection rate of 40.1% which is below the budgeted 41%. Outpatient gross revenue as a percentage of total revenues stayed at 83% of the total gross revenue versus the budgeted 77%. Hospital net revenue was below budget 6% and Primary Care and Specialty Clinics net revenue was below budget by 19.3%. For the month of January the Hospital did not meet its financial pillar goal of an operating margin of net revenue to meet or exceed 1%, with an actual operating margin of only .5%.
- ◆ **Operating expenses** – Total operating expenses for January are 8.4% below budget and 1.3% below the prior year. Wages, Salaries and benefits were 6% below budget and 1.9% below prior year. Supplies are 11% below budget and below prior year by 11% due to a timing issue. Professional and physician fees are 25.9% below budget and .1% below prior year. The total number of FTE's for 2021 is 525 which is under the budget of 594 and 1 less than 2020. The Hospital recorded a net operating income for January of \$39,000 versus the budgeted operating income of \$30,000. The excess margin for January is \$396,000 or 4.8% of net revenue versus budgeted excess gain of \$407,000 or 4.5% of net revenue.

## **Resolution 2021-2119 Credit Card Authorization:**

After review and discussion, Commissioner Iversen made a motion to approve the Resolution 2021-2119 Credit Card Authorization as presented. Commissioner Bogosian seconded the motion. Commissioners Bogosian, Iversen, Lang, Tessler and Maughan all voted aye and the motion carried.

## **Resolution 2021-2120 Investment & Transfer Monies Authorization:**

After review and discussion, Commissioner Bogosian made a motion to approve the Resolution 2021-2120 Investment & Transfer Monies Authorization as presented. Commissioner Lang seconded the motion. Commissioners Bogosian, Iversen, Lang, Tessler and Maughan all voted aye and the motion carried.

## **Resolution 2021-2121 Authorization for Signatures:**

After review and discussion, Commissioner Lang made a motion to approve the Resolution 2021-2121 Authorization for Signatures as presented. Commissioner Iversen seconded the motion. Commissioners Bogosian, Iversen, Lang, Tessler and Maughan all voted aye and the motion carried.

### **Resolution 2021-2123 Petty Cash Removal and Authorization:**

After review and discussion, Commissioner Maughan made a motion to approve the Resolution 2021-2123 Petty Cash Removal and Authorization as presented. Commissioner Lang seconded the motion. Commissioners Bogosian, Iversen, Lang, Tessler and Maughan all voted aye and the motion carried.

### **Administration Update:**

#### **Employee Recognition:**

Welcomed Keith Kuboske, PharmD, DPH, MBA, MHA, MS as the new Island Hospital Director of Pharmacy Services.

Welcomed Barbara Schmidt, MBA as the new Island Hospital Fidalgo Medical Associates Clinic Manager.

Employee of the Month February: Carie McFarland, RN Acute Care.

Basket of Goodwill was passed from the Laboratory Department to the Birth Center.

#### **CEO:**

Charles provided updates on the following:

- Recruitment efforts for Island Primary Care-Orcas Clinic.
- Remarkd on the transition timeline with UW and Island Hospital for the Island Primary Care-Orcas Clinic.
- Provided an update on the implementation of the Intercept TeleMed Tele-ICU Program. It is anticipated that 24/7 coverage will be available summer 2021.
- Charles briefly remarked on State, regional and county COVID Metrics and Skagit County testing facilities.
- Remarkd on Washington State COVID-19 vaccine allocations.
- Healthy Washington Resetting of the Phases within the State of Washington.
- February & March Community Educations Class schedule.

### **New Business:**

**IHF:** Janie Crane, Foundation Director, provided updates on the following:

- Focus Areas for the IHF 2021 Strategic Plan
- Communication Strategies
- Board Engagement
- Fundraising Plan
- Spring Appeal

**Community Relations & Marketing:** Laura Moroney, Director Marketing and Community Relations, provided an update on the Island Hospital Health & Wellness Center:

- Project Overview & Goals
- Wellness Center models
- Employee and Community Steering Committee input
- Vision & Benefits of the Health & Wellness Center

The Commissioners remarked on the project overview, commended all for their efforts and unanimously support the implementation of the Health & Wellness Center.

**March Board Calendar:** March Board Calendar was approved as presented with the adjustment of the Finance Committee Meetings being moved to the Monday before the Regular Board Meetings.

**Action Item:**

- Keith Kuboske & Barbara Schmidt introduction upcoming board meeting

**ADJOURNMENT:**

There being no further business, Commissioner Tessler called for the meeting to be adjourned at 2:18pm.



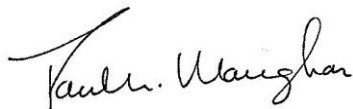
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Jan Iversent President/Commissioner



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Chip Bogosian, MD Secretary/Commissioner



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Paul Maughan, PhD Commissioner



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Warren Tessler Commissioner

Not present

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Lynne Lang, PhD, Commissioner