Jefferson County Public Hospital District No.2 Board of Commissioners, Special Session Minutes Wednesday, December 19, 2018 Victor J. Dirksen Conference Room

Call to Order:

The meeting was called to order at 2:30pm by Board Chair Rienstra. Also, present were Commissioners Dressler, Ready, Kolff, and McComas by phone; Mike Glenn, CEO, Hilary Whittington, Chief Administrative Officer/ Chief Financial Officer, Jon French, Chief Legal Officer, Tina Toner, Chief Nursing Officer, Brandie Manuel, Chief Quality Officer, Caitlin Harrison, Chief Human Resources Officer, and Alyssa Rodrigues, Administrative Assistant. This meeting was officially audio recorded by Jefferson Healthcare.

Approve Agenda:

Commissioner Dressler made a motion to approve the agenda. Commissioner Ready seconded.

Action: Motion passed unanimously.

Patient Story:

Tina Toner, CNO, read aloud a letter regarding a patient's pleasant experience in the Emergency Department.

Commissioner Kolff told a story regarding his granddaughter's visit to the emergency room. He said the visit was outstanding and his granddaughter ended up having a good experience.

Minutes:

- November 7 Special Session
- November 28 Regular Session

Commissioner Dressler made a motion to approve the November 7 Special Session Minutes and November 28 Regular Session Minutes. Commissioner Ready seconded. **Action:** Motion passed unanimously.

Required Approvals: Action Requested

- November Warrants and Adjustments
- Resolution 2018-20 Cancel Warrants
- Resolution 2018-21 Surplus Equipment
- Medical Staff Credentials/Appointments/Reappointments
- Medical Staff Policy

Commissioner Kolff made a motion to approve November Warrants and Adjustments, Resolution 2018-20 Cancelled Warrants, 2018-21 Surplus Equipment, Medical Staff Credentials/ Appointments/ Reappointments, and Medical Staff Policies. Commissioner Dressler seconded.

Action: Motion passed unanimously.

Public Comment:

Public comment was made by Matt Tyler, Jefferson County Parks and Recreation Manager, Tina Herschelman, Marketing and Community Engagement Coordinator, Tanya Barnett, WSU 4-H Coordinator, and Patricia Beathard Superintendent, Brinnon School District. They gave a brief presentation regarding the success of the Brinnon Afterschool 4-H Program and thanked Jefferson Healthcare for its involvement in making it happen.

Financial Report:

Hilary Whittington, CFO/CAO presented the November Financial Report.

Discussion ensued.

Quality Report:

Brandie Manuel, Chief Quality Officer presented the November Quality Report.

Discussion ensued.

Administrative Report

Mike Glenn, CEO, presented the November Administrative report.

Discussion ensued.

Board Business:

Commissioner Kolff announced he had the October Board of Health minutes and passed out articles pertaining to the Port Townsend Community Prevention and Wellness Initiative, Governor Inslee's comprehensive behavioral health plan, climate change, and physicians and gun policy.

Meeting Evaluation:

Commissioners evaluated the meeting.

Commissioners recessed for break at 3:48pm. Commissioners reconvened from break at 3:53pm.

Executive Session: Action May Be Requested

- Real Estate
- Personnel/ CEO Evaluation

Commissioners went into Executive Session at 4:00pm to discuss Real Estate and Personnel/ CEO Evaluation. Action may be taken.

Commissioners came out of Executive Session at 4:20pm.

No public present.

Commissioner went back in to Executive Session at 4:20pm.

Commissioners came out of Executive Session at 4:45pm.

No public present.

Commissioners recessed for break at 4:45pm.

Commissioners reconvened from break at 4:50pm.

No public present.

Commissioners went back into Executive Session at 4:50pm.

Commission came out of Executive Session at 5:02pm.

No public present.

Commissioner Ready made a motion to allow Mr. Glenn to direct up to 110 hours of earned PTO to a 457F Retirement Savings Account and Cash out up to 110 hours of earned PTO. Commissioner Dressler seconded.

Action: Motion passed unanimously.

Conclude:

Commissioner Dressler made a motion to conclude the meeting. Commissioner McComas seconded.

Action: Motion passed unanimously.

Meeting concluded at 5:04pm.

Approved by the Commission:

Chair of Commission: Jill Rienstra_____

Secretary of Commission: Marie Dressler _____

BRINNON AFTERSCHOOL 4-H PROGRAM



Youth Benefiting from a Caring, Collaborating Community



2017 letter to WSU 4-H from Trish Beathard Brinnon Principal and Superintendent:

"The students of the Brinnon School District would thoroughly enjoy after school programming. ...The District is not currently provided with any such programs.

...Our **needs** are big and so is our **enthusiasm**!"

...Our **needs*** are big and so is our **enthusiasm****

- The second-highest absenteeism rate in the ESD
- 89% of students rely on freeand reduced-priced meals
- 44% increase in student enrollment between 2011-2018

*Sources: www.ke.wa.us/DataAdmin and http://reportcard.ospi.k12.us

- ASP currently past capacity with 38 students enrolled
- Averaging 25-28 students each
 Mon., Tues., & Weds.
- One lead teacher, one support teacher, 5 committed
 volunteers, & 1 student helper

** Source: Alicia Simmons, Brinnon ASP Lead Teacher; K-8 grade students in May 18 = 74





Through 4-H's afterschool programs (ASPs) youth access safe and challenging activities, healthy foods, caring mentors, and practical life skills - all of which help prevent chronic absenteeism and promote successful youth development.*

*Source: http://www.k12.wa.us/Attendance

WHO'S COMING TO 4-H ASP?



Kindergarten	3
1st Grade	8
2 nd Grade	5
3 rd Grade	5
4 th Grade	4
5 th Grade	7
6 th Grade	2
7 th Grade	3
8 th Grade	1
Total ASP Students	38

DAILY SCHEDULE

- Arrival, Attendance, & Snack #1
- Recess
- Team Building Activities & Group Games
- Circle Up & Snack #2
- Group Project Time (with alt. homework groups)
- Circle Up & Debrief the Day
- Parent/Guardian Pick up

HEALTHY SNACKS





VIGOROUS EXERCISE











TEAM BUILDING





- 1. Safety First
- 2. No Put Downs
- 3. Commit to Support
- 4. Challenge by Choice
- 5. HAVE FUN!

GROUP PROJECT TIME



- Mondays: Sports & Fitness
- Tuesdays: Arts, Crafts, & Nutrition
- Wednesdays:

 Robotics,
 Electronics, &
 Sciences

MONDAYS: SPORTS & FITNESS









TUESDAYS: ARTS, CRAFTS, & NUTRITION







WEDNESDAYS: ROBOTICS, ELECTRONICS, & SCIENCES







BRINNON AFTERSCHOOL 4-H PROGRAM

Program Partners:













For the School Districts of the





Youth Benefiting from a Caring, Collaborating Community

BRINNON AFTERSCHOOL 4-H PROGRAM

Thank you for your support!



Youth Benefiting from a Caring, Collaborating Community

Jefferson Healthcare

November 2018 Finance Report

December 19, 2018

Hilary Whittington, CAO/CFO

EDUCATION Materiality

Material

Information is material if omitting, misstating or obscuring it could reasonably be expected to influence the decisions that the primary users of general purpose financial statements make on the basis of those financial statements, which provide financial information about a specific reporting entity

(International Accounting Standards Board)

EDUCATION (cont'd) Material things open as we approach the end of the year

What's open?

- Medicare cost reports
 - 2018: Currently payable back to Medicare booked for \$1.5M. Some or all of this may become income in 2018.
 - 2017: When desk review occurs, will request edit of how 340B transactions were handled. Likely \$320k receivable (income)
 - 2016: Requested reopening of cost report for 340B related transactions. Likely \$300k receivable (income)
- Revenues
 - Delay in recording observation charges additional revenue from before Dec will be recorded in Dec
- Expenses
 - Benefits expenses will toggle as we reconcile the year
 - Salaries will jump in December for wage increases effective at year end; PTO balances "get a raise"
 - Additional depreciation for items purchased in December; 6 months of depreciation for some assets in Dec. This is intentional to push reimbursement into 2018.
 - Vendors tend to chase IOUs at year end

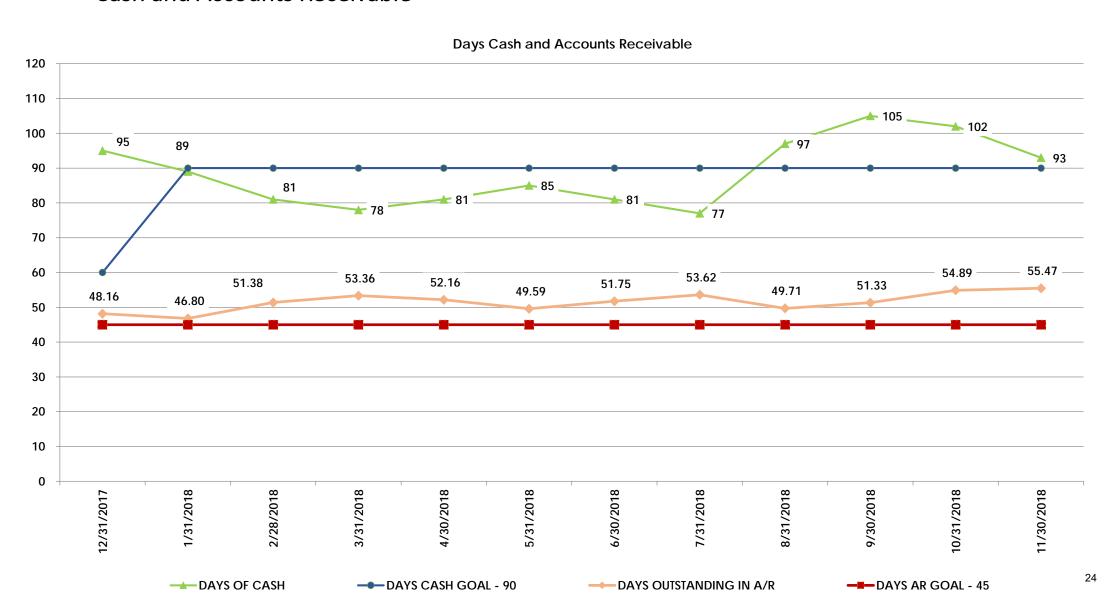
Operating Statistics

STATISTIC DESCRIPTION	NOV ACTUAL	NOV BUDGET	% VARIANCE	YTD ACTUAL	YTD BUDGET	% VARIANCE
FTEs - TOTAL (AVG)	544	585	7%	542	585	7%
ADJUSTED PATIENT DAYS	1,679	2,102	-20%	21,443	23,397	-8%
ICU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)	90	94	-4%	872	1,049	-17%
ACU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)	340	351	-3%	3,488	3,904	-11%
PATIENT DAYS (ACU, ICU, SWING), INCLUDES OBSERVATION	436	461	-5%	4,491	5,130	-12%
SURGERY CASES (IN OR)	114	99	15%	1,119	1,102	2%
SPECIAL PROCEDURE CASES	65	99	-34%	752	1,102	-32%
LAB BILLABLE TESTS	17,674	18,505	-4%	195,760	206,018	-5%
TOTAL DIAGNOSTIC IMAGING TESTS	2,699	2,945	-8%	29,454	32,796	-10%
MEDS DISPENSED	22,816	22,999	-1%	244,570	256,054	-4%
RESPIRATORY THERAPY PROCEDURES	3,066	3,647	-16%	34,276	40,608	-16%
REHAB/PT/OT/ST RVUs	8,800	6,849	28%	97,676	76,252	28%
ER CENSUS	915	1,095	-16%	11,344	12,194	-7%
TOTAL RURAL HEALTH CLINIC VISITS	5,318	7,055	-25%	61,109	78,546	-22%
TOTAL SPECIALTY CLINIC VISITS	3,267	3,342	-2%	35,654	37,190	-4%
HOME HEALTH EPISODES	82	66	24%	718	735	-2%
HOSPICE CENSUS/DAYS	950	865	10%	11,066	9,629	15% <mark>2</mark>

Income Statement Summary

Jefferson Healthcare	November 2018 Actual	November 2018 Budget	Variance Favorable/ (Unfavorable)	%	November 2018 YTD	November 2018 Budget YTD	Variance Favorable/ (Unfavorable)	%	November 2017 YTD
Operating Revenue									
Gross Patient Service Revenue	19,807,279	19,616,834	190,444	1%	210,269,933	218,400,877	(8,130,944)	-4%	192,383,094
Revenue Adjustments	10,888,675	10,645,572	(243,103)	-2%	112,719,340	118,520,771	5,801,431	5%	103,750,011
Charity Care Adjustments	157,975	120,948	(37,027)	-31%	2,249,546	1,346,558	(902,988)	-67%	1,177,550
Net Patient Service Revenue	8,760,628	8,850,314	(89,685)	-1%	95,301,047	98,533,548	(3,232,501)	-3%	87,455,533
Other Revenue	384,110	409,763	(25,654)	-6%	5,126,502	4,562,036	564,466	12%	4,364,333
Total Operating Revenue	9,144,738	9,260,077	(115,339)	-1%	100,427,549	103,095,584	(2,668,034)	-3%	91,819,866
Operating Expenses									
Salaries And Wages	4,382,392	4,648,011	265,619	6%	48,857,065	51,747,888	2,890,823	6%	44,876,881
Employee Benefits	1,103,662	1,170,896	67,234	6%	12,366,974	13,035,986	669,012	5%	11,072,853
Other Expenses	3,400,144	3,273,691	(126,453)	-4%	37,346,448	36,447,110	(899,337)	-2%	33,917,896
Total Operating Expenses	8,886,198	9,092,598	206,400	2%	98,570,487	101,230,984	2,660,497	3%	89,867,631
Operating Income (Loss)	258,540	167,479	91,061	54%	1,857,062	1,864,599	(7,537)	0%	1,952,236
Total Non Operating Revenues (Expenses)	21,312	(28,917)	50,229	174%	(29,674)	(321,941)	292,267	91%	262,681
Change in Net Position (Loss)	279,852	138,562	141,290	102%	1,827,388	1,542,658	284,730	18%	2,214,917

Cash and Accounts Receivable



Board Financial Report

Dept.	Department Description	Rev/Exp	Account	Account Description	November Actual	November Budget	November Variance	2018 to Date Actual	2018 to Date Budget	2018 to Date Variance
8612	BOARD	Ехр	600010	MANAGEMENT & SUPERVISION WAGES	1,350.00	4,498.00	3,148.00	51,503.00	50,073.00	(1,430.00)
			602300	CONSULT MNGMT FEE	1,546.00	-	(1,546.00)	25,358.00	-	(25,358.00)
			602500	AUDIT FEES	-	3,288.00	3,288.00	37,239.00	36,603.00	(636.00)
			604200	CATERING	68.00	159.00	91.00	1,077.00	1,775.00	698.00
			604500	OFFICE SUPPLIES	-	24.00	24.00	50.00	266.00	216.00
			604800	MINOR EQUIPMENT	-	-	-	591.00	-	(591.00)
			604850	COMPUTER EQUIPMENT	-	80.00	80.00	-	888.00	888.00
			606500	OTHER PURCHASED SERVICES	-	822.00	822.00	(250.00)	9,151.00	9,401.00
			609400	TRAVEL/MEETINGS/TRAINING	-	1,644.00	1,644.00	21,664.00	18,301.00	(3,363.00)
		Exp Total			2,964.00	10,515.00	7,551.00	137,232.00	117,057.00	(20,175.00)
	BOARD Total				2,964.00	10,515.00	7,551.00	137,232.00	117,057.00	(20,175.00)

December 2018

Preview — (*as of 11:59pm 12/18/18)

• \$18,986,753 in HB charges

• Average: \$630,157/day (HB only)

• Budget: \$642,350/day

• \$6,943,485 in HB cash collections

Average: \$245,563 /day (HB only)

• Goal: \$289,057/day

• 55.4 Days in A/R

Questions

Jefferson Healthcare

Patient Safety & Quality Report December, 2018

Goal: Provide the Highest Quality, Safest care of any Hospital in the Region

Initiatives and Strategies



Best Practice Care



Culture of Safety



Excellent Outcomes



Patient-Centered Care



Goals	Strategy	Initiatives	Targets
	Drive Best Practice Clinical Care	Achieve zero harm events	Zero avoidable healthcare acquired harm events
Provide the Highest Quality, Safest Care	Achieve Excellent Quality Outcomes	Antimicrobial Stewardship	Overall DOT decreased (IP); Avoidance of antibiotics for URI (clinics)
		Implement and adhere to evidence based practices.	90% or greater compliance with core measures
	Enhance Culture of Safety	Hardwire team training	Team Training Attendance (43.3%)
		Leader Rounding	Weekly Rounding Compliance

Quality and Safety

													T-11-1	YTD	Goal
m arganev						June	July	Aug	Sept	Oct	Nov	Dec	Trend	91.92%	> 90%
mergency	Jan	Feb	March	April	May				92.0%	92.0%	93.0%			7.94	< 7 min
etri c	91.0%	84.6%	90.5%	100.0%	92.0%	7.5	7.0	11.0	6.0	8.5	8.5			93.0%	> 90%
troke Care hest Pain time to EKG	10	10	8.0	7.0	8.0	94.0%	7.0	1110					/	0.43%	< 1%
	88.9%	94.1%	94.0%	94.0%	93.0%	-	0.79%	0.48%	1.05%	0.30%	0.43%			1.9%	< 1%
MI Care	0.18%	0.32%	0.27%	0.30%	0.37%	0.2070	1.32%	2.29%	1.43%	2.39%	2.24%			1.9 /6	
MA	1.58%	4.09%	1.80%	1.88%	1.39%	0.76%	1.3270	2.20 70							Goal
WBS	11000							August	Sept	Oct	Nov	Dec	Trend	YTD	> 90%
npatient (ACU/ICU)	January	February	March	April	May	June	July	93.0%	92.0%	92.0%	93.0%			91.9%	<u>></u> 90 /0
letnc	91.0%	84.6%	90.5%	100.0%	92.0%	91.0%	92.0%	93.0%	32.070				\neg	78.2%	> 90%
Stroke Care			00.00/				NC	NC	NC	51.0%			^ ^	0.20	< 1
npatient Influenza	87.8%	84.8%	89.2%	NC	NC	NC	1	0	0	0	ND		_/\/	27.8%	> 90%
/accination	0	0	0	1	0	0	0.0%	0.0%	1	ND			\sim	0.5%	< 1.0%
Hospital Acquired Infections	20.0%	0.0%	100.0%	14.0%	33.0%	33.0%	0.0%	0.0%	0.01%	0.9%	0.0%		\sim	0.5%	0
Sepsis	1.8%	0.9%	0.8%	0.0%	0.0%	0.8%		0.070	0.0170	0	0			0.873	0.66
Adverse Drug Events	0	0	0	0	0	0	0	0	0	0	0		$\wedge \sim$	0.873	0.00
Pressure Ulcers (HCA)	0	4.2	0	0	2.7	2.7	0	0	0						
Patient Falls with Injury	U								Ocet	Oct	Nov	Dec	Trend	YTD	Goal
Surgery		February	March	April	May	June	July	August	Sept	0	ND			0.1	<u><</u> 1
Metric	January	0	0	0	0	0	1	0	0	0					-4
Post Operative Infections	0	U			0	1	1	1	0	0	0			0.5	<u><</u> 1
IntraOperative Blood	0	0	0	2	0	1	-						1	0.3%	<1%
Utilization				0.000/	0.33%	0.00%	0.40%	0.38%	0.47%	0.33%	0.00%			0.3%	<170
Unanticipated Return to the	0.00%	0.43%	0.68%	0.00%	0.3370	0.0070									Cool
OR Outpatient (Ancillary, C	liniae L	lome Heal	th. Hosp	ice)					Sept	Oct	Nov	Dec	Trend	YTD	Goal 60%
	January	February	March	April	May	June	July	August	80.0%	80.0%				80.5%	
Metric		81.0%	81.0%	81.0%	80.0%	80.0%	81.0%	80.0%	37.0%	41.0%				36.3%	60%
Pneumonia Vaccine	81.0%	39.0%	34.0%	22.0%	42.0%	33.0%	39.0%	35.0%	37.0%	41.070			\\\		
Childhood Immunizations	41.0%	39.0%	04.070			40.00/	12.4%	14.1%	13.1%	11.1%			\ \\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\	13.4%	≤ 17.04
o (lower botter)	15.6%	13.3%	15.2%	13.6%	11.6%	13.9%	12.470	14.170					~ ` ` ` ` `	35.90	45
Hgb A1C > 9 (lower better)	10.070			10	61	19	43	28	18	12			1	78.50	90
Hospice LOS (Median)	56	50	62	10	109.3	58.5	117.9	65.5	65.6	19.2				493.7	553.3
Hospice: LOS (Mean)	68.5	90.8	119.7	70.0	NC	378.2	367.6	459.4	479.1	432.4	487.9				
DI: Safe Imaging Pediatrics	543	NC	525.6	769.7	NC	010.2								YTD	Goal
Family Birth Center						June	July	Augus	t Sept	Oct	Nov	Dec	Trend	0.0%	<0.6%
	January	February	March		May	0.0%	0.0%		0.0%	0.0%	0.0%			- 0.078	0
Metric Early Elective Delivery	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.070	0	0	0	0			17.9%	<23%
Early Elective Delivery	0	0	0	0	0	_	7.7%		38.5%	6 40.0%	0.0%			17.070	
Patient Falls with Injury	16.7%	22.2%	0.0%	41.7%	0.0%	0.0%	7.770				0.0%		/\	8.6%	< 19
C/S Rates: Overall		0.00/	20.0%	0.0%	0.0%	0.0%	0.0%	0.0%	25.0%	6 50.0%				1.9%	<2.6
Induced deliveries ending in	0.0%	0.0%		0.000	0.00	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%			1.0 /0	
c-sections	0.0%	11.1%	10.0%	0.0%	0.0%						0.0%			0.8%	<1.3
Newborn Complications		0.0%	0.0%	8.3%	0.0%	0.0%	0.0%	6 0.0%	0.0%	0.0%	3.070		1		
Post Partum Hemorrhage	0.0%	0.0%	0.070				0.4	2.4	2.6	2.5	1.8			2.4	2
Length of Stay - Vaginal	2.6	1.7	2.9	2.6	2.5	2.5	2.1	2.4	2.0						

Best Practice Care: Highlights



Antimicrobial Stewardship: 10.2% decrease in overall days of therapy



Core measure performance: *Top* performance in stroke, CAD, surgery, chest pain



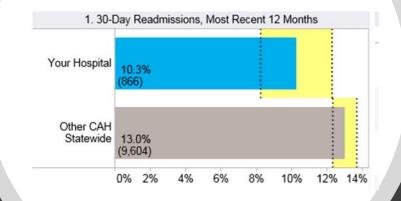
Patient Safety: Drastic reduction in healthcare acquired c. diff, top performance in reducing healthcare acquired infections, pediatric radiation safety, and pressure ulcers



Opportunities: Patient Flow, Sepsis

2018 Achievements & Highlights

- AHA Get With the Guidelines:
 Stroke Gold Award
- Department of Health Antimicrobial Stewardship Honor Roll Achievement
- iVantage Top Performing Hospital in 2018
- AHA GWTG Bronze Award for Coronary Artery Disease
- 2018 Healthgrades Patient Safety Award
- 2018 Healthgrades Five Star Rating for Hip Fracture



Outcomes: Best Practice Alert Preventing Readmissions



Patient Centered



Transitions of Care



Access to timely follow up



Addressing Social Determinants of Health

Quality: Excellent Outcomes and Patient-Centered Care

2018 Patient Outcomes

- Healthcare Acquired Infection Rates lower than national benchmarks
- Readmission Rates: better than state and national benchmarks (top performer)
- Health Equity: No statistical difference in readmission rates based on income, insurance, age, or sex at Jefferson Healthcare

Patient-Centered Care

- Jefferson Healthcare is currently rated a Four-Star hospital for patient experience by CMS
- 2018 HEI Leader Award for Health Equity among LGBTQ patients
- Jefferson Healthcare was recognized as a state and national leader in patient engagement through its' Patient and Family Advisory Council

Questions?

Jefferson Healthcare

Administrative Report

December 19, 2018

Mike Glenn, CEO

Behavioral Health in the State and on the Peninsula.

- Governor Inslee released a comprehensive behavioral health plan for the state.
- The plan closely follows WSHA's 10 point behavioral health plan, developed over the summer.
- The plan includes significant investment in inpatient, outpatient and housing support services.

 Jefferson Healthcare has partnered with Olympic Medical Center and Jamestown Clinic to explore the viability of a behavioral health campus, located in East Clallam County. The campus would likely house a MAT clinic, inpatient psychiatric E&T Center and inpatient substance abuse E&T center.

Preparing for the 2019 Legislative Agenda.

- Alyssa is working with the offices of Representative Tharinger and Chapman and Senator
 Van de Wege to schedule our annual advocacy trip.
- WSHA's legislative session kick off webinar is scheduled for January 17, at noon, please contact Alyssa for contact information.

Thoughts on 2018.

Questions