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Due to the presence of multiple respiratory illness, Jefferson Healthcare is still highly encouraging the practice of infection protocols. You may choose to attend this meeting virtually by accessing the below information or can attend in person in the Sheridan Conference Room at 915 Sheridan Street. Limited seating available.

Time:	WELCOME	Who:
2:00pm	Call to Order	Commissioner Buhler Rienstra
	Approve Agenda	Board of Commissioners
FOCUS REPORT		
2:00pm	Community Health Assessment	Barb Jones
STANDING REPORT		
2:20pm	Patient Story	Tina Toner, CNO
PUBLIC COMMENT		
2:35pm	Public comments are welcome orally, with a 3-minute limit, or may be submitted via email at commissioners@jeffersonhealthcare.org , or written and addressed to Commissioners at 834 Sheridan Street, Port Townsend, WA 98368. Written submissions must be received by 5:00pm the day prior to the meeting.	
CONSENT AGENDA		
2:40pm	Minutes: Action Requested <ul style="list-style-type: none"> • April 24, 2024 Regular Session (pages 3-5) • April 24, 2024 Special Session (page 6) 	Board of Commissioners
2:45pm	Required Approvals: Action Requested <ul style="list-style-type: none"> • Resolution 2024-10 Surplus Equipment (pages 7-9) • Resolution 2024-11 Canceled Warrants (pages 10-14) • Resolution 2024-12 Medical Director Addendum for Respiratory Therapy (pages 15-18) • April Warrants and Adjustments (pages 19-20) • Medical Staff Credentials / Appointments / Reappointments (pages 21-23) 	Board of Commissioners
STANDING REPORTS		
2:50pm 3:05pm	<ul style="list-style-type: none"> • Financial Report • Quality Report 	Tyler Freeman, CFO Brandie Manuel, CPSQO
3:20pm	Break	
STANDING REPORTS		
3:35pm 3:50pm	<ul style="list-style-type: none"> • Construction Report • Administrative Report 	Jake Davidson, COO Mike Glenn, CEO

EXECUTIVE SESSION		
4:15pm	The commission will meet in executive session to discuss with legal counsel representing the agency the legal risks of a proposed action or current practice as allowed by RCW 42.30.110(1)(i). No action is expected to be taken.	
BOARD BUSINESS		
5:15pm	<ul style="list-style-type: none"> • Consideration for Board of Health Reappointment (page 24) • Meeting Evaluation 	Board of Commissioners
CONCLUDE		
5:30pm	This Regular Session will be officially recorded. The times shown on the agenda are estimates only.	

DRAFT

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**Jefferson County Public Hospital District No. 2
Board of Commissioners, Regular Session Minutes
Wednesday, April 24, 2024**

Call to Order:

The meeting was called to order at 2:02pm by Board Chair Buhler Rienstra. Commissioners in attendance included Commissioners Dressler, McComas, Kolff and Ready. Also, in attendance were Mike Glenn, CEO; Tyler Freeman, CFO; Jake Davidson, COO; Brandie Manuel, CPSQO; Tina Toner, CNO; Dunia Faulx, CPAO; Christina Avila, Executive Assistant, and Shannon Groff, Executive Assistant. This meeting was officially audio recorded by Jefferson Healthcare.

Approve Agenda:

Board Chair Buhler Rienstra invited a motion to amend the agenda to reflect a Home Health, Hospice and Palliative Care summary in place of the patient story and immediate review of resolution 2024-09 HHH/PC Quarterly QAPI Report.

Commissioner Dressler made a motion to approve the agenda as amended. Commissioner Kolff seconded.

Action: Motion passed unanimously.

Home Health, Hospice and Palliative Care Summary:

David Hunsley, Director of Home Health Hospice and Palliative Care provided a quarterly QAPI report, which included the ACHC requirements, their annual cycle, HH performance improvement goals, hospice performance improvement goals, and palliative care performance improvement goals. Discussion ensued.

Commissioner Dressler made a motion to approve the Resolution 2024-09 HHH/PC Quarterly QAPI Report. Commissioner Ready seconded.

Action: Motion passed unanimously

Public Comment:

Angela, member of the public thanked us for helping support the school-based clinics.

Minutes:

- March 25, 2024 Special Session Minutes

Commissioner McComas made a motion to approve the March 25, 2024 Special Session Minutes. Commissioner Kolff seconded.

Action: Motion passed unanimously

- March 27, 2024 Regular Session Minutes

Commissioner McComas made a motion to approve the March 27, 2024 Regular Session Minutes. Commissioner Kolff seconded.

Action: Motion passed unanimously

Required Approvals: Action Requested

- Resolution 2024-07 Surplus Equipment
- Resolution 2024-08 Canceled Warrants
- March Warrants and Adjustments
- Medical Staff Credentials / Appointments / Reappointments

Commissioner Dressler made a motion to approve the Required Approvals. Commissioner Kolff seconded.

Action: Motion passed unanimously.

Financial Report:

Tyler Freeman, Chief Financial Officer, presented the March Financial Report, which included the March operating statistics, income statement summary, cash + accounts receivable and the April 2024 preview. Discussion ensued.

Action: Motion passed unanimously.

Quality Report:

Brandie Manuel, Chief Patient Safety and Quality Officer presented the April Quality Report, which included the Strategic goals, culture of safety action plans, heart failure, in the words of our patients (inpatient units) quality and safety projects + initiatives and administrative professionals' day. Discussion ensued.

Break

Commissioners recessed for break at 3:00pm

Commissioners reconvened from break at 3:15pm

Project Update:

Jake Davidson, Chief Operating Officer provided a project update. Discussion ensued.

Administrative Report

Mike Glenn, Chief Executive Officer, and Dunia Faulx, Chief Planning and Advocacy Officer, presented the April Administrative report. Discussion ensued.

CMO Report:

Dr. Joe Mattern gave a verbal report, which included respiratory season is over, hospital capacity, adjustments with primary care templates, recruiting and our 3rd Medical Director Leadership Summit.

Board Business:

Meeting Evaluation: Commissioners evaluated the meeting.

Conclude:

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

Action: Motion passed unanimously.

Meeting concluded at 4:13pm.

Approved by the Commission:

Chair of Commission: Jill Buhler Rienstra _____

Secretary of Commission: Marie Dressler _____

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Time:	WELCOME	Who:
1:30pm	Call to Order: The meeting was called to order at 1:35pm by Board Chair Buhler Rienstra. Those in attendance include Board Chair Jill Buhler Rienstra, Commissioners Dressler, Ready, and Kolff. Tyler Freeman, CFO; Mike Glenn, CEO; Brandie Manuel, Chief Patient Safety & Quality Officer; Christine MacIntyre, State Auditor; Amy Strzalka, Program Manager; Patty Rhoden, Foundation Chair; Christina Avila, Executive Assistant and Shannon Groff, Executive Assistant.	Commissioner Buhler Rienstra
	FOCUS REPORT	
1:30pm	State Auditor Exit Conference: Christine and Amy shared an audit exit presentation including results that matter (increased trust in government, independent, transparent examinations and improved efficiency + effectiveness) accountability audit results, a thank you to Jefferson Healthcare, closing remarks and a report publication. Discussion ensued.	Christine MacIntyre, State Auditor + Amy Strzalka, Program Manager
2:00pm	CONCLUDE: The meeting concluded at 1:52pm.	

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2024-10

A RESOLUTION TO DECLARE CERTAIN EQUIPMENT SURPLUS TO THE NEEDS OF JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2 AND TO AUTHORIZE THE DISPOSAL OF SAID EQUIPMENT

WHEREAS the item(s) of equipment enumerated below are obsolete and otherwise surplus to the District, and;

WHEREAS said equipment now represents an unnecessary cost to the District to retain and store it,

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1) The following equipment be declared surplus to the needs of Jefferson County Public Hospital District No. 2 and will be disposed of in compliance with state law:

Description	Asset #	Serial #	Model #
Thermometer Test Equipment	22-00036	1090121140900354	TD-1090
Diagnostic Ultrasound	No materials asset # Biomed # CLIN05199	3321Q	TITAN

APPROVED this 22 day of May 2024.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: _____

Commission Secretary Marie Dressler: _____

Attest:

Commissioner Bruce McComas: _____

Commissioner Kees Kolff: _____

Commissioner Matt Ready: _____

DRAFT

Jefferson County Public Hospital District #2 Surplus Equipment Form

Department: Biomed -8435 Date: 04/24/2024

Equipment to be declared surplus: Thermometer test equipment

Asset Number: 22-00036 Serial Number: 1090121140900354

Model Number: TD-1090

Justification for declaring surplus: (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process
- Other We no longer carry the thermometers this test equipment is for. The tester is also busted up and unable to be calibrated

Depreciated value: _____

Department Director Signature


Materials Director Signature

Recommended Disposition:

- Send to surplus storage until _____ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor _____
- Send to recycler* _____
- Placed with third party reseller _____
- Send to landfill* _____

*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to _____

Approved by Commission on _____ Resolution # _____

DRAFT

Jefferson County Public Hospital District #2
Surplus Equipment Form

Department: Biomed Date: 04/25/2024

Equipment to be declared surplus: Diagnostic Ultrasound

Asset Number: No materials asset #
Biomed # CLIN05199 Serial Number: 3321Q

Model Number: TITAN

Justification for declaring surplus: (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process
- Other End of life and is not in use. Approval from Susi @ Sheridan to get rid of.

Depreciated value: \$2,500

Department Director Signature


Materials Director Signature

Recommended Disposition:

- Send to surplus storage until _____ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor _____
- Send to recycler* _____
- Placed with third party reseller _____
- Send to landfill* _____

*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to _____

Approved by Commission on _____ Resolution # _____

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2024-11

A RESOLUTION CANCELING CERTAIN WARRANTS IN
THE AMOUNT OF \$16.38

WHEREAS warrants of any municipal corporation not presented within one year of their issue, or, that have been voided or replaced, shall be canceled by the passage of a resolution of the governing body;

NOW, THEREFORE BE IT RESOLVED THAT:

In order to comply with RCW 36.22.100, warrants indicated below in the total amount of \$16.38 to be canceled.

Date of Issue	Warrant #	Amount
04/30/2024	298722	\$16.38
Total		\$16.38

APPROVED this 22 day of May 2024.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: _____

Commission Secretary Marie Dressler: _____

Attest:

Commissioner Matt Ready: _____

Commissioner Kees Kolff: _____

Commissioner Bruce McComas: _____

DRAFT

JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS
FROM: TYLER FREEMAN, CFO
RE: April 2024 ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS, ADMINISTRATIVE, AND CHARITY CARE WRITE OFFS

Submitted for your approval are the following:

	April	April YTD	April YTD BUDGET
Allowance for Uncollectible Accounts:	172,798.00	1,242,172.00	1,199,500.00
Charity Care:	406,595.00	1,535,696.00	1,134,286.00
Other Administrative Adjustments:	20,781.00	209,585.00	545,497.00
	<hr/>		
TOTAL FOR MONTH:	600,174.00	2,987,453.00	2,879,283.00
	<hr/> <hr/>		

DRAFT

JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS
FROM: TYLER FREEMAN, CFO
RE: April 2024 WARRANT SUMMARY

The following items need to be approved at the next commission meeting:

General Fund Warrants & ACH Transfers	\$22,940,258.65	(Provided under separate cover)
Allowance for Uncollectible Accounts / Charity	\$600,174.00	(Attached)
Canceled Warrants	16.38	(Attached)

DRAFT

JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS
FROM: TYLER FREEMAN, CFO
RE: April 2024 GENERAL FUND WARRANTS & ACH
FUND TRANSFERS

Submitted for your approval are the following warrants:

GENERAL FUND:

306533 - 307157 \$6,754,950.83

ACH TRANSFERS \$16,185,307.82

\$22,940,258.65

YEAR-TO-DATE: \$102,144,042.80

Warrants are available for review if requested.

DRAFT

JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS
FROM: TYLER FREEMAN, CFO
RE: April 2024 WARRANT CANCELLATIONS

State law requires you to pass a resolution canceling any warrants which are not presented to the Treasurer for payment within one year of issue.

DATE	WARRANT	AMOUNT
4/30/2024	298722 FBO HOSPITAL DISTRICT #2	16.38

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2024-12

A RESOLUTION APPROVING THE MEDICAL DIRECTOR ADDENDUM TO PROVIDER EMPLOYMENT AGREEMENT FOR JEFFERSON HEALTHCARE RESPIRATORY THERAPY

WHEREAS this Medical Director Addendum supersedes any previous Medical Director Addendum.

NOW, THEREFORE BE IT RESOLVED THAT:

The Jefferson Healthcare Board of Commissioners approves of this Medical Director Addendum to the terms set forth in that certain Provider Employment Agreement with an effective date of January 21,2021, and agree that Provider shall serve as the Medical Director for the above-named service area at Jefferson Healthcare.

APPROVED this 22nd day of May 2024.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: _____

Commission Secretary Marie Dressler: _____

Attest:

Commissioner Matt Ready: _____

Commissioner Kees Kolff: _____

Commissioner Bruce McComas: _____

**Medical Director Addendum
To Provider Employment Agreement
Jefferson Healthcare
RESPIRATORY THERAPY**

The Parties mutually agree that this Medical Director Addendum supersedes any previous Medical Director Addendum:

Medical Director: In addition to the terms set forth in that certain Provider Employment Agreement with an effective date of January 21, 2021, the District and Provider agree that Provider shall serve as Medical Director for the above-named service area at Jefferson Healthcare, and shall:

1. Provide services as Medical Director at such times as required to fulfill all duties. The parties estimate that Provider will spend 6 hours per calendar month (annualized, 72 hours) fulfilling Medical Director duties. Time spent above the estimated annualized hours stated in this section shall require prior written approval by the District. Medical Director compensation shall be paid to Provider at a rate of one hundred fifty dollars (\$150) per hour spent performing such duties and shall be disbursed in accordance with the District's regular payroll schedule based on the estimated annualized hours stated in this section. Medical Director compensation shall be reconciled annually based upon actual hours spent, as documented in Provider's monthly time reports. Provider agrees that District may withhold from Provider's future compensation the amount of any overpaid Medical Director compensation resulting from such annual reconciliation. The District shall pay to Provider the amount of any underpaid Medical Director compensation resulting from such annual reconciliation no later than thirty (30) days after such reconciliation.
2. Complete and submit a monthly time report in the form specified in Attachment A within 15 days following the end of each month.
3. Serve as a liaison between providers, provider leaders, Strategic Leadership Group, Board of Commissioners and Medical Staff in communicating Jefferson Healthcare policies and procedures.
4. Lead providers and clinic staff by positive example and foster a good working relationship with all.
5. Assist in monitoring quality and appropriate medical care.
6. Assist in oversight of clinic operations and support the review of provider practice.
7. Provide guidance and leadership for policy and procedure development in conjunction with other Medical Directors, including but not limited to: Practice Manager, Chiefs of Services and Strategic Leadership Group.
8. Engage as an active member of Provider Leadership and Respiratory Services, as appropriate.
9. Assist in the review of patient access and satisfaction data and help develop a plan of improvement for assigned clinic, as needed.
10. Work with Practice Manager, patient advocates and other leaders to investigate and resolve patient complaints.
11. Participate in designated physician and APP peer reviews. Provide feedback for staff evaluations in conjunction with Practice Manager and Clinical Practice Manager.
12. Supervise, in conjunction with Practice Manager, provider time-off schedule and help ensure appropriate provider staffing.
13. Assist in the planning and review of financial data with Practice Manager and providers.

- 14. Participate in recruiting, credentialing and onboarding of new providers.
- 15. Assume the role of Advanced Practice Provider oversight for the identified clinic(s).

This Medical Director Addendum may be terminated at any time by the District without cause and without prior notice. This Addendum shall automatically terminate upon the termination of the Provider Employment Agreement.

DISTRICT

PROVIDER

Mike Glenn, CEO

Judith Gayne, MD

Date

Date

DRAFT

*SIGNATURE PAGE TO MEDICAL DIRECTOR ADDENDUM
JEFFERSON HEALTHCARE
RESPIRATORY THERAPY*

**Attachment A
To Medical Director Addendum
Jefferson Healthcare
Medical Director Monthly Time Report**

Provider Name: Judith Gayne, MD

Month/Year: _____

Service Area: RESPIRATORY THERAPY

Date	Activity	Hours Spent
Monthly Total		

I certify that the information above reflects a true and accurate record of my time and activities as Medical Director for RESPIRATORY THERAPY during the period indicated.

Provider Signature: _____ Date: _____

Please submit completed report within 15 days of the end of the month to the Admin Assistant for the Chief Nursing Officer.

Chief Nursing Officer authorization: _____ Date: _____

DRAFT



Gross Revenue

Inpatient Revenue
Outpatient Revenue

Total Gross Revenue

Revenue Adjustments

Cost Adjustment Medicaid
Cost Adjustment Medicare
Charity Care
Contractual Allowances Other
Administrative Adjustments
Allowance for Uncollectible Accounts

Total Revenue Adjustments

Net Patient Service Revenue

Other Revenue

340B Revenue
Other Operating Revenue

Total Operating Revenues

Operating Expenses

Salaries And Wages
Employee Benefits
Professional Fees
Purchased Services
Supplies
Insurance
Leases And Rentals
Depreciation And Amortization
Repairs And Maintenance
Utilities
Licenses And Taxes
Other

Total Operating Expenses

Operating Income (Loss)

Non Operating Revenues (Expenses)

Taxation For Maint Operations
Taxation For Debt Service
Investment Income
Interest Expense
Bond Issuance Costs
Gain or (Loss) on Disposed Asset
Contributions

Total Non Operating Revenues (Expenses)

Change in Net Position (Loss)

	April 2024 Actual	April 2024 Budget	Variance Favorable/ (Unfavorable)	%	April 2024 YTD	April 2024 Budget YTD	Variance Favorable/ (Unfavorable)	%	April 2023 YTD
Gross Revenue									
Inpatient Revenue	2,772,127	3,601,688	(829,561)	-23%	14,549,077	14,526,809	22,268	0%	13,485,020
Outpatient Revenue	31,953,448	28,309,631	3,643,817	13%	121,676,551	114,182,177	7,494,374	7%	101,333,765
Total Gross Revenue	34,725,575	31,911,319	2,814,257	9%	136,225,628	128,708,986	7,516,642	6%	114,818,785
Revenue Adjustments									
Cost Adjustment Medicaid	2,320,965	2,523,627	202,662	8%	8,864,719	10,178,630	1,313,911	13%	8,833,371
Cost Adjustment Medicare	13,869,017	11,454,857	(2,414,159)	-21%	53,558,685	46,201,258	(7,357,428)	-16%	41,097,449
Charity Care	406,595	281,228	(125,367)	-45%	1,535,696	1,134,286	(401,410)	-35%	1,021,719
Contractual Allowances Other	3,141,401	2,801,264	(340,138)	-12%	11,961,896	11,298,430	(663,465)	-6%	10,134,388
Administrative Adjustments	20,781	135,247	114,466	85%	209,585	545,497	335,912	62%	657,494
Allowance for Uncollectible Accounts	172,798	297,397	124,598	42%	1,242,172	1,199,500	(42,672)	-4%	722,943
Total Revenue Adjustments	19,931,557	17,493,620	(2,437,936)	-14%	77,372,753	70,557,601	(6,815,152)	-10%	62,467,363
Net Patient Service Revenue	14,794,019	14,417,699	376,320	3%	58,852,875	58,151,385	701,490	1%	52,351,423
Other Revenue									
340B Revenue	326,971	489,197	(162,226)	-33%	1,053,488	1,973,093	(919,606)	-47%	1,545,070
Other Operating Revenue	185,507	414,771	(229,263)	-55%	2,070,264	1,672,908	397,356	24%	1,031,210
Total Operating Revenues	15,306,497	15,321,666	(15,169)	0%	61,976,627	61,797,387	179,240	0%	54,927,702
Operating Expenses									
Salaries And Wages	7,640,957	7,340,850	(300,108)	-4%	29,727,234	29,608,093	(119,141)	0%	25,046,460
Employee Benefits	1,701,410	1,691,310	(10,099)	-1%	6,597,106	6,821,619	224,514	3%	6,425,343
Professional Fees	333,118	198,793	(134,326)	-68%	1,738,099	801,797	(936,302)	-117%	2,417,021
Purchased Services	927,496	1,260,286	332,790	26%	4,418,824	5,083,154	664,330	13%	3,907,665
Supplies	3,148,530	3,007,597	(140,933)	-5%	12,205,306	12,130,261	(75,044)	-1%	11,565,858
Insurance	139,444	147,695	8,251	6%	552,619	595,702	43,084	7%	523,346
Leases And Rentals	32,370	53,316	20,946	39%	301,481	215,040	(86,441)	-40%	38,356
Depreciation And Amortization	470,452	423,554	(46,898)	-11%	1,776,818	1,708,333	(68,484)	-4%	1,692,010
Repairs And Maintenance	108,619	131,516	22,897	17%	345,978	530,448	184,470	35%	382,159
Utilities	97,910	132,483	34,573	26%	458,951	534,349	75,398	14%	461,815
Licenses And Taxes	155,634	85,466	(70,167)	-82%	434,347	344,714	(89,633)	-26%	361,942
Other	(23,434)	301,654	325,089	108%	1,011,910	1,216,673	204,762	17%	1,171,539
Total Operating Expenses	14,732,506	14,774,520	42,014	0%	59,568,672	59,590,183	21,511	0%	53,993,514
Operating Income (Loss)	573,991	547,147	26,844	5%	2,407,955	2,207,204	200,751	9%	934,189
Non Operating Revenues (Expenses)									
Taxation For Maint Operations	45,008	43,747	1,261	3%	180,032	176,445	3,588	2%	99,259
Taxation For Debt Service	-	-	-	0%	-	0	-	0%	75,578
Investment Income	396,260	200,656	195,605	97%	1,680,263	809,311	870,952	108%	612,745
Interest Expense	(582,297)	(404,268)	(178,029)	-44%	(2,329,189)	(1,630,549)	(698,639)	-43%	(260,352)
Bond Issuance Costs	-	(129,918)	129,918	100%	-	(524,003)	524,003	100%	-
Gain or (Loss) on Disposed Asset	-	-	-	0%	-	-	-	0%	-
Contributions	1,680	828,197	(826,516)	-100%	17,151	3,340,393	(3,323,243)	-99%	16,299
Total Non Operating Revenues (Expenses)	(139,348)	538,413	(677,761)	-126%	(451,743)	2,171,598	(2,623,340)	-121%	543,529
Change in Net Position (Loss)	434,643	1,085,560	(650,917)	-60%	1,956,213	4,378,801	(2,422,589)	-55%	1,477,717

STATISTIC DESCRIPTION	APRIL 2024						APRIL 2023			
	MO	MO	%	YTD	YTD	%	MO	%	YTD	%
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	VARIANCE	ACTUAL	VARIANCE
FTEs - TOTAL (AVG)	675	696	3%	672	696	3%	605	-12%	600	-12%
FTEs - PRODUCTIVE (AVG)	617	619	0%	608	619	2%	548	-13%	549	-11%
ADJUSTED PATIENT DAYS	4,667	2,943	59%	15,757	11,869	33%	2,674	75%	12,621	25%
ICU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)	43	85	-49%	262	343	-24%	77	-44%	326	-20%
ACU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)	333	285	17%	1,441	1,151	25%	259	29%	1,210	16%
SWING IP PATIENT DAYS (MIDNIGHT CENSUS)	-	25	-100%	70	99	-29%	6	0%	17	76%
PATIENT DAYS (ACU, ICU, SWING), INCLUDES OBSERVATION	376	395	-5%	1,773	1,593	11%	342	10%	1,553	12%
BIRTHS	11	7	57%	26	26	0%	2	450%	19	27%
SURGERY CASES (IN OR)	154	130	18%	570	523	9%	110	40%	493	14%
SURGERY MINUTES (IN OR)	20,192	17,484	15%	79,331	70,520	12%	16,343	24%	68,618	14%
SPECIAL PROCEDURE CASES	108	85	27%	403	342	18%	73	48%	319	21%
LAB BILLABLE TESTS	22,862	21,168	8%	91,500	85,376	7%	20,050	14%	83,579	9%
BLOOD BANK UNITS MATCHED	41	43	-5%	172	175	-2%	42	-2%	181	-5%
MRIs COMPLETED	221	235	-6%	958	946	1%	231	-4%	907	5%
CT SCANS COMPLETED	673	628	7%	2,754	2,533	9%	555	21%	2,458	11%
RADIOLOGY-DEXA	215	124	73%	558	501	11%	127	69%	564	-1%
X-RAYS COMPLETED	1,723	1,533	12%	6,965	6,184	13%	1,756	-2%	7,047	-1%
ECHOs COMPLETED	196	186	5%	784	749	5%	165	19%	752	4%
ULTRASOUNDS COMPLETED	456	357	28%	1,557	1,439	8%	340	34%	1,382	11%
MAMMOGRAPHS COMPLETED	303	310	-2%	1,066	1,250	-15%	305	-1%	1,163	-9%
NUCLEAR MEDICINE TESTS	42	34	24%	127	136	-7%	33	27%	135	-6%
TOTAL DIAGNOSTIC IMAGING TESTS	3,829	3,407	12%	14,769	13,738	8%	3,512	9%	14,408	2%
PHARMACY MEDS DISPENSED	20,654	22,657	-9%	87,657	91,381	-4%	18,642	11%	82,142	6%
ANTI COAG VISITS	323	354	-9%	1,259	1,426	-12%	331	-2%	1,438	-14%
RESPIRATORY THERAPY PROCEDURES	2,241	2,832	-21%	11,917	11,421	4%	2,577	-13%	10,806	9%
PULMONARY REHAB	75	106	-29%	332	426	-22%	85	-12%	355	-7%
CARDIAC REHAB SESSIONS	190	195	-3%	647	788	-18%	162	17%	725	-12%
PHYSICAL THERAPY	7,335	6,700	9%	27,091	27,025	0%	6,371	15%	24,103	11%
OCCUPATIONAL THERAPY	751	1,232	-39%	3,807	4,968	-23%	1,119	-33%	5,049	-33%
SPEECH THERAPY	197	279	-29%	878	1,125	-22%	256	-23%	1,091	-24%
REHAB/PT/OT/ST	8,548	8,512	0%	32,755	34,332	-5%	7,993	7%	31,323	4%
ER CENSUS	1,206	1,200	1%	4,688	4,841	-3%	1,109	9%	4,479	4%
EXPRESS CLINIC	1,172	1,122	4%	4,569	4,527	1%	1,042	12%	4,491	2%
SOCO PATIENT VISITS	197	220	-10%	711	889	-20%	126	56%	443	38%
PORT LUDLOW PATIENT VISITS	492	739	-33%	2,327	2,982	-22%	632	-22%	2,632	-13%
SHERIDAN PATIENT VISITS	3,068	2,731	12%	11,444	11,014	4%	2,455	25%	10,760	6%
DENTAL CLINIC	464	476	-3%	1,751	1,918	-9%	407	14%	1,843	-5%
WATERSHIP CLINIC PATIENT VISITS	1,148	1,243	-8%	4,578	5,013	-9%	1,023	12%	4,552	1%
TOWNSEND PATIENT VISITS	515	518	-1%	2,267	2,089	9%	488	6%	2,037	10%
TOTAL RURAL HEALTH CLINIC VISITS	7,056	7,049	0%	27,647	28,432	-3%	6,173	14%	26,758	3%
CARDIOLOGY CLINIC VISITS	485	608	-20%	1,896	2,452	-23%	560	-13%	2,223	-17%
DERMATOLOGY CLINIC VISITS	634	733	-14%	2,476	2,956	-16%	811	-22%	3,007	-21%
GEN SURG PATIENT VISITS	418	331	26%	1,431	1,337	7%	301	39%	1,228	14%
ONCOLOGY VISITS	416	658	-37%	1,519	2,655	-43%	484	-14%	2,068	-36%
ORTHO PATIENT VISITS	626	611	2%	2,585	2,463	5%	530	18%	2,359	9%
SLEEP CLINIC VISITS	232	190	22%	786	768	2%	136	71%	632	20%
UROLOGY VISITS	279	205	36%	917	825	11%	97	188%	829	10%
OB/GYN CLINIC VISITS	383	321	19%	1,436	1,293	11%	303	26%	1,239	14%
WOUND CLINIC VISITS	155	181	-14%	516	729	-29%	167	-7%	574	-11%
HANDS/PLASTICS	242	219	11%	818	882	-7%	238	2%	897	-10%
TOTAL SPECIALTY CLINIC VISITS	3,870	4,057	-5%	14,380	16,360	-12%	3,627	7%	15,056	-5%
SLEEP CENTER SLEEP STUDIES	47	56	-16%	193	226	-15%	51	-8%	218	-13%
INFUSION CENTER VISITS	755	876	-14%	2,592	3,533	-27%	828	-9%	3,453	-33%
SURGERY CENTER ENDOSCOPIES	81	74	9%	289	298	-3%	58	40%	213	26%
HOME HEALTH EPISODES	80	74	8%	326	300	9%	67	19%	275	16%
HOSPICE CENSUS/DAYS	773	1,137	-32%	3,257	4,584	-29%	1,110	-30%	4,141	-27%
DIETARY MEALS SERVED	6,864	9,485	-28%	26,757	38,256	-30%	9,292	-26%	38,398	-44%
MAT MGMT TOTAL ORDERS PROCESSED	1,827	1,646	11%	7,352	6,639	11%	1,345	36%	5,853	20%

FROM: Medical Staff Services
RE: 5/13/24 Medical Executive Committee appointments/reappointments for Board approval 05/22/2024

C-0241

§485.627(a) Standard: Governing Body or Responsible Individual

The CAH has a governing body or an individual that assumes full legal responsibility for determining, implementing and monitoring policies governing the CAH'S total operation and for ensuring that those policies are administered so as to provide quality health care in a safe environment.

Interpretive Guidelines §485.627(a)

It is the responsibility of the governing body (or responsible individual) to appoint, with the advice of the medical staff, the individual practitioners to the medical staff. After considering medical staff recommendations, and in accordance with established CAH medical staff criteria and State and Federal laws and regulations, the governing body (or responsible individual) decides whether or not to appoint new medical staff members or to continue current members of the medical staff.

Recommended provisional appointment to the active/courtesy/allied health/locum tenens staff:

1. Kowitz, Alan, MD - Urology
2. Sharp, Steven, MD – Tele- Psychiatry - Array
3. Hosselkus, Elizabeth, MD - TeleRadiology/Diag Radiology - Skagit
4. Meza-Turner, Britney, PA-C - Physician Assistant - Physician - Dr. Biccum
5. Wallenfelsz, Kenneth, ARNP - Express Clinic - Per Diem

Recommended re-appointment to the active medical staff with privileges as requested:

1. Meyerson, Joseph, MD - Plastic and Reconstructive Surgery
2. Churchley, Stephen, MD - Emergency Medicine/POCUS
3. Hoffner, Haley, MD - Hospital Medicine - Internal Medicine
4. Abrams, Deborah, MD – Medical Oncology

Recommended re-appointment to the courtesy medical staff with privileges as requested:

1. Sapkota, Biggya, MD – Teleneurology - Providence
2. Desai, Kinjal, MD – Teleneurology - Providence

Recommended re-appointment to the allied health staff with privileges as requested:

1. Camacho, Natalie, PA-C - Orthopedic Surgery
2. Walkowski, Daniel, PA-C - Dermatology
3. Booker, Macie, APNP - Urgent Care
4. Petta, Matthew, CRNA - Anesthesiology
5. Pieratt, Angela, ARNP - Internal Medicine

Recommended Temporary Privileges:

1. N/A

Recommended POCUS Privileges:

1. N/A

Medical Student Rotation:

FROM: Medical Staff Services
RE: 5/13/24 Medical Executive Committee appointments/reappointments for Board approval 05/22/2024

C-0241

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1. Zachariah Fincher, - Susi Reidt – start date 6/17/24 to 6/21/24

Disaster Privileging

1. N/A

90-day provisional performance review completed successfully:

1. Calderwood, Linda, AGNP-BC – Hospice and Palliative Medicine

Resignations:

1. Richert, Addison, PA-C - Moved 4/30/2024
2. Jackson, Robert, MD - Providence - Resigned 4/30/24

Policy and Privilege Review

Policies

Annual Risk Management Policies

1. Autopsy Criteria
2. Chaperone Policy
3. Disclosure of Unanticipated events and outcomes

Annual Med Staff Policy Review

1. Computerized Physician Order Entry
2. Creation and use of standard orders
3. Reappointment and renewal of Clinical Privileges
4. New or Additional Privileges Policy
5. Temporary Medical Staff Privileges Policy
6. Disaster Credentialing- Medical Staff and Allied Health Staff Professionals
7. Expectation of Providers

FROM: Medical Staff Services

RE: 5/13/24 Medical Executive Committee appointments/reappointments for Board approval 05/22/2024

C-0241

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Privileges

1. Vascular Surgery Delineation of Privileges
2. Teleneurology Delineation of Privileges
3. Neurology Delineation of Privileges

DRAFT

DRAFT



615 Sheridan Street
Port Townsend, WA 98368
www.JeffersonCountyPublicHealth.org

May 15, 2024

Via email

Commissioners of Jefferson Healthcare
c/o Jill Buhler, Chair
jbuhler@jeffersonhealthcare.org

Re: Jefferson County Board of Health Member Position representing
"Public health, health care facilities, and providers"

Dear Ms Buhler:

The term of the position referenced above, which has been more than capably filled by Dr. Kees Kolff since 2017, expires on May 31, 2024.

Even though the current bylaws of the Board of Health do not reserve a place on the Board for a representative of Hospital District No. 2, the bylaws' Article III. "Representation," section (6) c.viii. states "In filling this position, preference will be given to appointing an individual who meets the above criteria and *is recommended by the Public Hospital District No. 2.*" (emphasis added).

We ask that, by return of correspondence, you notify Jefferson County Board of Commissioners if and who you wish to nominate to represent "health care facilities, and providers."

Regards,

A handwritten signature in blue ink, appearing to read "Glenn Gilbert".

Glenn Gilbert
Clerk of the Jefferson County Board of Health

cc: Kees Kolff
Kate Dean
Apple Martine
Wendy Householder