

WASHINGTON COUNTY HOSPITAL AND CLINICS

Meeting of the Board of Trustees

September 29, 2022 – 4:00 p.m.

The Washington County Hospital and Clinics Board of Trustees met in the Robert Nicola Conference room to conduct the monthly Board meeting on Tuesday, September 29th, 2022 at 4:00 p.m. Board Members present were David Bruns, Mike Driscoll, Ed Weeks, Sue Basten, Ann Williams, Mike Van Osdol, and Dave Mitchell. Also present were Todd Patterson, Andrea Leyden, and Shelli Cleverley. Bridget Zell was absent.

Press: None

Medical Staff: Sarah J. Greiner

Public: None

WCHC Staff: Vina Seeley, Craig Pettit, Greta Clemons, Katy Samos, Amanda Van Weelden, Mousa Abuissa, Tracy Ousey, Crystal Herbert, Jenny Allen, Mousa Abuissa, Tiffany Halvorson, Kelly Ross, John Woodward, Lynn Wright, Jenn Hughes, and Makyla Maize.

Bruns called the meeting to order at 4:05 p.m.

REVIEW AGENDA

Cleverley introduced Jenny Allen, the new Director of Revenue Cycle.

MINUTES (Bruns)

The August 25th, 2022 Board meeting minutes were presented with a motion to accept by Weeks, seconded by Van Osdol. Motion approved 7-0.

BOARD EDUCATION

➤ QAPI Update (Gipple)

Gipple gave an overview of the changes and updates to the FY23 QAPI Plan

The FY23 QAPI Plan was reviewed with motion to approve by Weeks, seconded by Van Osdol. Motion approved 7-0.

➤ Provider Discussion (Basten & Mitchell)

Basten reported that they met with Dr. Flannery who is heavily involved with the planning and implementation of Epic. Basten asked Flannery his recommendation for future opportunities at WCHC. Flannery responded that additional surgical services, a full-time pulmonologist, and psychiatry is needed at WCHC. He also reported that bringing on additional Primary Care physicians who are mid-career would bring diversity of interest, scope, and skill to WCHC. Mitchell agreed that Flannery is working hard with the Epic project and shared that they discussed strategies for addressing the new Urgent Care that is being built in Washington. Basten finished by sharing that Flannery is satisfied with communication and is very supportive of the direction WCHC is headed.

FINANCE

➤ Finance Committee Report (Cleverley)

○ Finance Takeaway

▪ Volumes look much better for August 2022

▪ CMS repayments have now been settled and WCHC is now receiving 100% of Medicare payments. Total repaid: \$380k

○ Key Indicators

- Days Hash on hand: Target is 195, FYTD 179
 - Operating Margin: Target breakeven, FYTD -9.3%
 - Total Margin: Target 4.0%, FYTD -4.6%
 - EBIDA: Target 10%, FYTD -0.2%
 - Gross AR Days: Target 40, FYTD 46
- Operating Income Statement
 - PSR is at \$7.3 million, which is 1% under budget, but 3% better YOY
 - Total Operating Revenue is at \$4.3M 2% above budget; 1% better YOY
 - Expenses are 4.5M 7% over budget, 10% over YOY
 - Wages – higher accrual month/bonus
 - Supplies –flu vaccine
 - Purch Services Agency – lab (Employee on Military leave)
 - \$200k loss from operations
 - Net Income was at a loss of \$187k
 - Net EBIDA was -12k
- Overall Income Statement – YOY
 - Net PSR at \$13.7 million is 7% under budget but 4% better YOY
 - Total Operating Revenue at \$8 million is 4% under budget but 6% better YOY
 - Operating expenses at \$8.8 million is 4% over and 12% higher YOY
 - YTD loss from operations \$744k
 - Negative total margin \$368k
 - Negative EBIDA at \$19k
- Other
 - Driscoll reported that they got the quarterly investment report from Wells Fargo and Edward Jones during the Finance Committee meeting on September 26, 2022.

Driscoll moved to approve the August financials as presented, seconded by Weeks.
Motion approved 7-0.

MEDICAL STAFF REPORT

- Schomer reviewed MEC decisions including the approval of 21 Hospital Nursing policies and 10 Pharmacy policies. The MRUR was reviewed and Schomer mentioned that a wrong template was used, skewing some data. With the new Director of Revenue Cycle, these errors should be remedied in the future. Volumes for the ER continue to rise. Elizabeth Miller was hired as a discharge planner on the case management team and she will be looking into tracking repeat ER patients and also assisting in managing high-level transfers. For credentialing, there are four initial appointments, one reappointment, and one term/relinquishment. The MEC approved all those requests. Schomer shared that the MEC also reviewed Safety and Security events and mentioned that there were several med errors. Avade training has had about 70 individuals enroll to date and it is going well. For quality, there were several complaints in the ED and those have been reviewed and reeducation has been given to staff.

PERSONNEL

- Personnel/Credentials Request (Basten)
 - The Personnel Committee met on September 29, 2022 to review and approve all of the following credentialing requests and 31 policy updates:

First Name	Last Name	Credential	Employer	Specialty
Initial Appointment (Provisional)				
Christopher	Mougey	PA-C	UIHC	Emergency Medicine
Hela	Kotob	DO	UIHC	Emergency Medicine
Joshua	Trebach	MD	UIHC	Emergency Medicine
Robert	Dolan	DO	Mercy Cedar Rapids	Radiology
Provisional to Full				
NONE				
Reappointments				
Paul	Belding	MD	Cross Medical Laboratories	Pathology
Term/Relinquish				
James	McCoy	MD	Mercy Iowa City	Urology

- Basten reported that the Personnel Committee unanimously approved all credentialing requests.
- Basten reported that the Personnel Committee met and unanimously approved all updates of the 11 Nursing policies and 10 Pharmacy policies.

Basten moved to accept the Personnel report as presented. Seconded by Driscoll. Motion approved 7-0.

CEO REPORT

- Marketing (Clemons)
 - Clemons gave an introduction of the Marketing Department employees: Emme Keith – Special Events Coordinator, Brandi Glaspie – Marketing Coordinator, and Colin Tanner – Marketing Intern. Clemons also gave an overview of current marketing projects: Annual Report, Town Hall, Epic planning, Online-scheduling, helicopter communication plan, logo and website development, employee health challenge.
 - Upcoming Events: Bag tournament at Lebowski’s, VIPink on Oct 13th, Turkey certificates for employees, and other partnerships in the community.
 - Annual Report Review – BOT will review and let Clemons know by 10/07/22
 - Logo Preview/Discussion from J.W. Morton
 - Morton shared that updating the logo should be done to move forward into a contemporary/progressive design. He gave an overview of the logo previews that were prepared by his team. Morton also led a discussion on the benefits of changing the name of “Washington County Hospital & Clinics” to “Washington County Healthcare” to encompass the entire scope of what WCHC currently offers.
- The November/December Board of Trustees meeting will be held on December 1, 2022 at 6:00 p.m. There will be only one meeting for both months.
- Town Halls begin the week of October 3, 2022
- WCHC Holiday Party – January 28th at the Riverside Casino from 7:00 p.m. - 10:00 p.m.
- Rheumatology and Dermatology are doing well.
- Epic Update - Meeting on October 3, 2022 with Scott Crist to discuss bonding structure for the Epic Project. The grant from the Riverboat Foundation is still pending.
- Helicopter update – 11/01 Go live date for initial phase. Pilot will be day-basing three days a week from 9:00 a.m. - 7:00 p.m. Currently working on contracting for this project. There will be a 3-6-month phase then reevaluation to determine if 24-7 service should be added to the contract. Community input regarding the helicopter project has been overwhelmingly supportive.
- Plant Ops Update (Pettit)

- Pettit gave an overview of current project completion which is at 28% and is on schedule and not exceeding budget. He displayed pictures and the 3D models of what the facility will look like once all of the interior is fully installed.

PLAN NEXT MEETING AGENDA

The next Board of Trustees meeting will be held on October 27th, 2022 at 4:00 p.m.

Closed Session

At 5:14 Bruns moved to go into go into closed session with a motion by Weeks seconded by Driscoll according to:

State of Iowa Code Chapter 21.5(1)(l) for Peer Review and for Strategic Planning/Community Based Care “To discuss patient care quality and process improvement initiatives in a meeting of a public hospital or to discuss marketing and pricing strategies or similar proprietary information in a meeting of a public hospital, where public disclosure of such information would harm such a hospital’s competitive position when no public purpose would be served by public disclosure.”

State of Iowa Code Chapter 21.5(1)(i) for CEO Compensation Review “To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session.”

Present for the closed session were David Bruns, Mike Driscoll, Ed Weeks, Ann Williams, Sue Basten, Mike Van Osdol, and Dave Mitchell. Also present were Dr. Stephan Schomer, Todd Patterson, Andrea Leyden, Shelli Cleverley, and Vina Seeley. All were present at the time of voting to go into the Closed Session. Motion to move into closed session by Weeks, seconded by Basten. The motion carried 7-0 with the vote as follows: Mitchell-yes, Bruns-yes, Driscoll-yes, Williams -yes, Basten-yes, Van Osdol-yes, and Weeks-yes.

At 6:45 p.m. the Board moved to go into open session. Weeks made a motion to return to open session, seconded by Driscoll. The motion carried 7-0 with the vote as follows: Mitchell-yes, Bruns-yes, Driscoll-yes, Williams -yes, Basten-yes, Van Osdol-yes, and Weeks-yes.

No action was taken in open session.

With there being no other business, the meeting adjourned at 6:45 p.m.

David C. Bruns, Chair

Ann C. Williams, Secretary

September 22, 2022

To: Washington County Hospital & Clinics Board of Trustees

I request that any discussion regarding my appointment, hiring or performance, by the Washington County Hospital & Clinics Board of Trustees, be conducted in closed session at the regular Board Meeting on September 29, 2022.



Todd Patterson
Chief Executive Officer