

## **BOARD OF HOSPITAL COMMISSIONERS**

**June 28, 2022**

Those in attendance were Hospital Commissioners Darrin Moody (teleconference), Gayle Weston (teleconference) and Don Wilson (teleconference). Also present were Eric Moll, Mason Health CEO (teleconference); Mark Batty, Mason Health COO (teleconference); Rich Smith, Mason Health CFO; Dean Gushee, Mason Health CMO; Robert Johnson, Legal Counsel (teleconference) and Shelly Dunnington, Senior Executive Assistant (teleconference).

Others in attendance: Brad Becker, Senior Director of Revenue Cycle

Darrin Moody called the regular meeting of the Board of Commissioners to order at 8:00 a.m.

**It was moved, seconded, and voted to approve June 14, 2022 as presented.**

### **Commissioner's Committee Report & Calendar**

Don Wilson attended BOHC on June 14, 2022 and met with Eric Moll 1:1 on June 21, 2022.

Darrin Moody attended BOHC and County Board of Health on June 14, 2022; legislative webinar on June 16, 2022; and Behavioral Health meeting and Eric Moll 1:1 on June 27, 2022.

Gayle Weston attended BOHC on June 14, 2022 and Credentialing in June 21, 2022.

### **Public Comments – None**

### **Consent Agenda**

**It was moved, seconded, and voted to approve June 28, 2022 consent agenda.**

### **Legal Counsel – None**

### **CEO's Report**

- a. CFO Selection Update – Eric Moll provided an update on where we are on the CFO Interviews. We will have second interviews early in July.
- b. Architect Selection Update – Eric Moll went over the architect selection process.

Eric Moll is working with Human Resources to do a district wide compensation review. They are working towards timeline, overall review and any budget impact from the review. We will have a transparent message out to our district staff regarding the work we are doing on a district wide compensation review.

### **Monthly Reports –**

- a. Financials - Rick reviewed the Summary of Key Observations in his monthly report. By maintaining a strong balance sheet position, Mason can take advantage of market opportunities, rather than being negatively impacted by economic challenges. May's financial margins are very positive, with improving clinic visit numbers and gross revenue. Inflation, particularly regarding labor, is an area to monitor, with staffing shortages and

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### Monthly Reports (continued)

supply chain issues continuing. Bond project funds are being expended, with the PCC project complete and the rehab project underway. Days cash on at the end of May was 262.8 days. Also reviewed were rising bond interest rates and the resulting revenue increases. Rick emphasized the usefulness of Rolling Forecasting tool in these volatile times, as the 2023 budget build begins. The report concluded with review of the Medicare cost report, encounter rates, and expenditure of remaining stimulus funds.

### Old Business –

Mark Batty gave an update on open positions and how the lack of PRNs impacts the departments schedule. Mark Batty shared the struggles we are having finding staffing in Laboratory and Diagnostic Imaging. Darrin Moody asked if there are any sick leave incentives. Mel Strong shared some of the incentives that are provided in the union contracts. Are there any possibilities getting recruiters to help with getting staffing? Eric “thanked Gayle” for bringing this topic up. Next Steps: Clarity, Solutions and Approach.

### New Business –

- a. Budget Amendment – Family Nurse Practitioner – An increase to the 2022 operating budget in the amount of \$39,997 (\$119,991 annualized) to support the hiring of a Family Nurse Practitioner for Primary Care Services in Mason Clinic. Although we do not have an open Provider position in Primary Care at this time, there is justification for this request in the budget amendment form.

**It was moved, seconded and voted to approve to increase 2022 operating budget in the amount of \$39,997 (\$119,991 annualized) to support the hiring of a Family Nurse Practitioner for Primary Care Services in Mason Clinic.**

- b. Resolution 2022 – 02 401 (a) Pension Plan & Amendment - Rick Smith presented Resolution 2022 – 02. Multnomah Group informed the Committee that AIG offers a service to process small balance distributions for terminated participants whose account balances are less than \$5,000. This can be beneficial for the Plan, as participants with account balances of less than \$5,000 can weigh down the average account balance, which affects plan pricing and can be administratively challenging as these participants may not keep their current address on file with the Plan.

**It was moved, seconded and voted to approve Resolution 2002-22 to amend plan to provide for the mandatory distribution of plan account balances that do not exceed \$5,000 and a rollover of such account balances to an individual retirement account if the participant does not elect to have such distribution paid directly to an eligible employer retirement plan or to receive the distribution directly, effective as of July 1, 2022.**

## New Business (continued)

- c. Resolution 2022 – 03 403(b) Pension Plan & Amendment – Rick presented Resolution 2022-03 403(b).  
**It was moved, seconded and voted to approve Resolution 2022-03 to amend plan to provide for the mandatory distribution of plan account balances that do not exceed \$5,000 and a rollover of such account balances to an individual retirement account if the participant does not elect to have such distribution paid directly to an eligible employer retirement plan or to receive the distribution directly, effective as of July 1, 2022.**
- d. Resolution 2022 – 4 457(b) Pension Plan & Amendment – Rick Smith presented Resolution 2022- 4 457(b).  
**It was moved, seconded and voted to approve Resolution 2022-04 to amend plan to provide for the mandatory distribution of plan account balances that do not exceed \$5,000 and a rollover of such account balances to an individual retirement account if the participant does not elect to have such distribution paid directly to an eligible employer retirement plan or to receive the distribution directly, effective as of July 1, 2022.**
- e. Budget Amendment – HIM Coding/Supervision & PFS Charge Capture Support increase to the 2022 annual operating expense budget in the amount of \$45,000 to continue to engage contractors to assist Mason Health with HIM coding, HIM supervision and patient accounts charge capture services, within the revenue cycle; to address unanticipated supervision vacancy, continued high inpatient and observation volumes, and ongoing, unresolved impacts of the Domain NW go-live.  
**It was moved, seconded and voted to approve the increase to the 2022 annual operating expense budget in the amount of \$45,000 to continue to engage contractors to assist Mason Health with HIM coding.**

## Administration Roundtable

Rick Smith shared that Sean Hazlett, Director of Supply Chain, is doing a great job finding cost savings. He is involved in several projects that Rick will bring status of those projects and cost savings in the future. Rick provided an example of Sean's work is that he was able to save \$100,000 with Phillips by doing a bundled purchase.

Mel Strong has reached out to the nursing union to provide a MOU to give our nurses an increase of 8%. The Union wants to reach out and verify current market. The timing is up to the union.

AFSCME contract will come to the board July 12, 2022 for ratification.

We have signed a commitment to participate in WSHA's CARE for staff and patients' initiative. The initiative is to address hospital workplace concerns that were raised by staff and legislators.

Mel Strong and Patrick O'Neil are working with the law enforcement on doing an active threat drill.

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## Administration Roundtable (continued)

Dean Gushee provided an update on Healthentent and what we turn on and what we don't turn on to help providers. Mark mentioned that one of the items they want to see is text message reminders to patients vs. phone calls. Dean shared that the patient could choose the delivery of how they want their reminders.

Dean shared that MEC will be discussing getting endorsements to develop and promote clinical trials.

We are still in communication about marketing our DomainNW. Cerner will be onsite putting together marketing plan for DomainNW.

Mark Batty provided that Admin and Colby Snyder will be working together to figure out how to fund the text reminder for patients. Gayle asked what is the lead time on the reminders? Mark shared that we could program it to what we would like.

Mark Batty gave an update on the Rehab project. We are still waiting on permits from the City of Shelton. Two items in flex are the final FFE and IT items.

Mark Batty shared that Dr. Cuevas will be working with the Skokomish tribe on Tuesdays starting in September.

Representatives from Virginia Mason are here this week working with staff on future state of referral management.

**Adjourned at 11:00 a.m.**

PUBLIC HOSPITAL DISTRICT NO. 1  
OF MASON COUNTY, WASHINGTON

BY: \_\_\_\_\_

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Attest: \_\_\_\_\_

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