

BOARD OF HOSPITAL COMMISSIONERS

November 24, 2020

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

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

Other in attendance for a portion of the meeting: Colby Snyder, CIO, Laura Grubb, Compliance Officer, Jennifer Capps, CDO, Nicole Eddins, Senior Director of Ancillary Services, Brad Becker, Senior Director of Revenue Cycle, and Pam Schlauderaff, Director of Quality/Patient Safety/Regulator Compliance

It was moved, seconded and voted to approve the November 10, 2020 minutes as presented.

Commissioner's Committee Report & Calendar

Gayle Weston attended the BOHC on November 10th, Retirement Committee on November 17th, Finance Committee on November 18th, and 1:1 w/Eric on November 23, 2020.

Scott Hilburn attended the BOHC on November 10, QIC, Board of Health and 1:1 w/ Eric on November 17th, Marketing Meeting and 1:1 w/ Eric on November 19, 2020.

Don Wilson attended the BOHC on November 10th, and 1:1 w/ Eric Moll on November 20, 2020.

Consent Agenda

It was moved, seconded and voted to approve the revised consent agenda for November 24, 2020. There were a couple of questions on the HVAC for the Sherwood house

Public Comments – None

Legal Counsel – None

Administrator's Report - None

Monthly Reports -

- a) Financials - Rick Smith went over the board financial statements for the period ended October 31, 2020. Rick shared that surgeries in the month of October was over the budgeted projection. Between surgeries and the births volumes it is helping towards our financial recovery.

Old Business

- a) COVID update - Mel Strong presented a COVID update.

Old Business (continued)

- b) Strategic Planning – Eric Moll reviewed the 2021 Strategy Dashboard. Scott Hilburn asked what the 10% improvement would be on the closing care gaps. It will be 10% over 2020 year-to-date numbers. The Primary Care patients receiving depression screening annually it is 40% of the patients. The commissioners would like to be able to see the percentage improvement translated into the specific numbers of patients.
1. COVID Safety - Mel Strong presented her A3 and the target state is 0 COVID facility exposure.
 2. Closing Care Gaps – Mark Batty presented his A3 on closing care gaps. The target state will be increase patients screened per criteria by 10% year over year. Dr. Schlauderaff stated that we should leverage the population health team as well as increase skill sets with some of the MAs.
 3. Depression Screening – Mark Batty presented his A3 on Depression screening. Perform depression screening on all primary care patients a minimum of one time of year. The target state will be to screen patients annually from 32% to 40% of our primary care patients. What is the age that we start asking? Dr. Schlauderaff shared it really could be any age. Scott Hilburn asked how we are planning to get standard work with the MAs. Mark Batty shared they are starting a pilot program with the more experienced MAs and then will cascade it down. Dr. Schlauderaff shared that once we figure out exactly what all tasks MAs should be accountable for then we will need to audit to make sure it happens.
 4. ED post discharge transitional care – Mel Strong presented her A3 on ED post discharge transitional care. The target state is to move the percentile from 53rd to 60th for the ED overall rating – top box percentile and ED follow up after discharge from 33rd to the 50th percentile.
 5. Clinic Patient Satisfaction - Mark Batty presented his A3 on Clinic Patient Satisfaction. The target state will be to combine clinic overall score to go from 38th percentile and move to the 75th percentile in the new survey method.
 6. Referral Management – Nicole Eddins presented her A3 referral management. The target state Press Ganey’s question “Ease of obtaining referral” to move from 72nd to 85th percentile - top box percentile.
 7. Improve the experience of the onboarding Mason Health Staff - Kevin Keller presented the A3 new employee onboarding and orientation program. The target

Strategic Planning (continued)

state is systems approach to increase integrated content aligned with new employees needs along with building organizational connection. Scott Hilburn asked if this will capture the exit interview. It will not be incorporated. Don Wilson asked if he thinks this will improve turnover. Kevin shared that he is hoping to see the curve line go down. Gayle Weston asked are we currently implementing these changes. Kevin shared we have made some changes, but they haven't made all the changes yet.

8. Domain NW Implementation – Dr. Dean Gushee presented his A3 on Successfully Implement Domain NW.
9. Optimizing Supply Chain Processes & Supply Levels (Surgery Dept) – Rick Smith presented his A3 on Multiview Enterprise Financial System. The target state is to be determined.
10. Implement a Clinically Driven Revenue Cycle in Cerner Domain NW by adopting the Cerner Model Experience - Brad Becker presented his A3 on implement a clinically driven revenue cycle in Cerner domain NW. Target state average number of revenue cycle SR's/month initial 48 and value stream steps to create a Pro Fee Fin 21.

The 2021 Strategy Dashboard were presented for approval.

It was moved, seconded and voted to approve the 2021 Strategic Initiatives.

All suggestion to metrics will be incorporated and brought back to future meeting.

New Business

- a) Offsite Storage Facility Update - Rick Smith provided an update.
- b) Budget Amendment – Compensation – A recommendation to approve an increase to the 2021 operating budget in the amount of \$385,000 to fund wage rate increases for the non-contract employee group based current labor market conditions and cost of living inflation which was not assumed and reflected in the original 2021 board approved budget.

It was moved, seconded and voted to approve an increase to the 2021 operating budget in the amount of \$385,000 to fund wage rate increases for the non-contract employee group.

New Business (continued)

- c) Resolution 2020 – 26 Deferred Compensation Plan - Rick presented resolution 2020-26 adding deferred compensation Roth plan to the 457b.

It was moved, seconded and voted to approve Resolution 2020-26 Deferred compensation plan.

Candice Zolmierski introduced herself as our new Supply Chain director.

Administration Roundtable

Rick Smith shared that the kick - off Multiview in early December and go-live with Domain NW the summer 2021.

Keith Geary has resigned his position finishing up end of January 2021.

Mark Batty shared the process of the new on-line scheduling for the walk-in clinic.

Mark Batty shared our COVID tent numbers are increasing so we have expanded the hours.

Mark Batty showed a picture of the Mason Health Building. Looking at the E and S corner of the building to put the number on the building so individual can google the address. Don Wilson would like the dead tree at the end of the building removed.

We have had our first swing bed patient. We are still waiting on our licensure, but we need to show CMS processes are working.

Dr. Dean Gushee share the kick-off of the NW Domain build happened last week. Gayle Weston asked if we need legal counsel for the governance. He doesn't believe so, but he will check into it.

Commissioners' Comments/Meeting evaluation:

Lots of good topics

Good meeting and everyone have a Happy Thanksgiving

A lot of hard work going in the planning

Thank you, Eric, for the message he sent out to all staff

Wish everyone Happy Thanksgiving

It was helpful to meet Candice in person (virtual) and would like to continue do that.

Adjourned at 11:07 a.m.

PUBLIC HOSPITAL DISTRICT NO. 1
OF MASON COUNTY, WASHINGTON

BY: _____

Attest: _____