

North Valley Hospital District

Okanogan County Public Hospital District No. 4

North Valley Hospital/Clinic Division; and North Valley Long Term Care Division

The public is invited to attend in person or virtually with Google Meet:

The physical location of this meeting will be in the Clinical Training Lab, in the Verbeck Building Basement

Meeting ID: meet.google.com/gfk-skvn-fir; Phone Numbers: (US)+1 617-675-4444

PIN: 388 490 836 1057#

Board of Commissioners Regular Board Meeting

January 26, 2023 7:00 PM

Vision

Exceptional care that enhances the well-being of our communities.

Mission

Cultivate healthcare rooted in compassion, stewardship, and excellence.

Values

Trust-Accountability-Integrity-Safety-Diversity-Viability

Call to Order

Agenda

- I. **Public Participation** – according to Resolution No. 488-Public Participation Policy
- II. **Reports:**
 - a. Administration Report J. McReynolds, CEO
 - b. Committee Reports Commissioners
 - i. Foundation
 - ii. Long Range Focus
 - iii. Medical Staff
 - iv. Building & Planning
 - v. Safety
 - vi. Finance
 - c. Financial Report A. Ulrich, CFO
- III. **Consent Agenda:**
 - a. Approval of Minutes
 - i. BOC Public Hearing/Regular Board Meeting; November 17, 2022.

b. Charity Care	\$ 174,018.51
c. Charity Care	\$ 34,242.09
d. Bad Debt	\$ 75,350.89
e. Bad Debt	\$ 115,614.70
f. NVH A/P Vouchers No. 117222-117508	\$ 2,862,260.37
g. NVH A/P Vouchers No. 117509-117706	\$ 2,258,661.35
h. LTC A/P Vouchers No. 21361-21434	\$ 538,889.43
i. LTC A/P Vouchers No. 21435-21490	\$ 379,734.85

IV. Old Business:

- a. Discussion of Potential Construction Projects J. McReynolds

V. New Business

- a. Commercial Building Sale J. McReynolds

- b. Medical Staff Appointments D. Larson

Change of Privilege

Dr. Steven Lamb, MD – ERX; change of privilege from Courtesy to Active

Courtesy Appointments

Hartley Sirkis, MD – Radia

J. Victor Cowley, CRNA – NVH

Courtesy Reappointment

Toni Waller, ARNP, TFMC

- c. Equipment Request-Infant Warmer M. Naillon

- d. **Consider Resolution 737-** Declaration & Disposition of Surplus A. Ulrich

- e. Strategic Planning J. McReynolds

- f. Election of Officers J. Pfeifer

- g. Committee Assignments J. Pfeifer

- h. Board Education J. Pfeifer

VI. Adjournment:

Upcoming Events-

February 23, 2022 – Regular Board Meeting



Administration Report

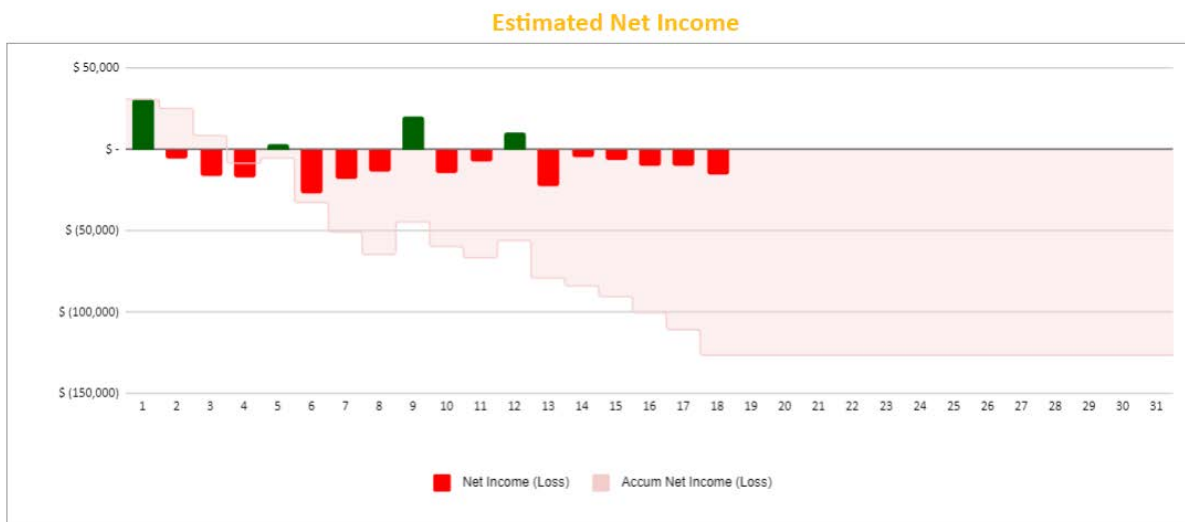
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North Valley Hospital & Extended Care

Operational Overview:

Department	Month to Date Numbers		January	2023
	Number to Date	Target to Date	Variance	Variance Percent
Census	162	144	18	12%
Rehab Minutes	20875	22980	-2105	-9%
Rad Tests	490	500	-10	-2%
Lab Tests	2217	2500	-283	-11%
TFMC	146	240	-94	-39%
Surgery	5	12	-7	-58%
ER Visits	211	234	-23	-10%


Volumes have been below target across all areas of the hospital and clinics with the exception of our inpatient census as discussed below. Lower volumes have equated to lower revenues and anticipated negative net income.



Financial Matters:

The Finance Committee and the Board of Commissioners will review November 2022 financials in the respective Board meeting. Alan will present Cash on Hand as of December 2022 with the District's cash balance now slightly over 100 days.

The District makes debt payments in early December. Last month, the District made its last payment on the debt to US Bank from 2002! That payment also released the District's pledge of the Maintenance and Operations ("M&O") tax levy.



John and Alan have spoken with representatives from Northwest Municipal Advisors and the District's legal counsel to begin the process to secure debt funds for the St. Martin's HVAC project. The Board will review resolutions in the February Board meeting after the District finalizes its contract with the General Contractor..

Melissa, Elizabeth and Alan met with DZA auditors to discuss the external audit of the District's Fiscal 2021 and 2022 financial statements and the financial activity in the CARES funds. Elizabeth, Melissa, and Alan are completing their analyses of the Calendar 2021 activity. December 2022 results will also be forwarded to the auditors, when completed.

The District has not received correspondence from HRSA concerning the District's request for a delayed deadline for the completion of the single use audit of CARES funds. Alan re-confirmed the Long Term Care Division's report for Period 1.

Jeannie, Melissa, Rachel, and Alan worked with ADP representatives to ensure accurate payroll checks to employees. This was especially important in the last payroll when the pay period included two premium holidays. (Thanks to all the providers and staff who worked on the holidays!) Melissa has also coordinated the accurate preparation of Calendar 2022 W-2's.

The Accounting team continues its preparation for the February 1 conversion to Multiview software. The team will prepare its first vendor vouchers on February 15. The first financial statements will be prepared for the February 2023 accounting period.

The team welcomed Dawn to the department. The office that accommodated five staff members was rearranged for the addition of a desk and work area for Dawn.

A big shout to the team for their efforts to cross-cover each other and to learn the new software system!

Extended Care:

Activities:

Happy New Year!

The residents enjoyed the festivities over the holiday season with a special visit from the Grinch. Residents were showered with gifts from our Secret Santa program. We are thankful to all the NVH district employees that participated.

We currently have a new educator for the Eldergrow garden, she will be on campus twice a month doing the Eldergrow crafts and garden maintenance. Having this educator is part of the program we qualified for and they finally found one for our area. We hope to start

having more community groups and volunteers back in the facility. This brings a wonderful variety for our folks' enjoyment and social life.



We will be celebrating Activities Professional Week January 23-27th. We look forward to spotlighting the wonderful crew Teresa Davis, Sherry Porter, Shannon Guzman, and Teresa Fast for making our activities program outstanding!!!

EC Rehab:

Jorn van der Reidjen, physical therapist has joined our extended care team. We have been working diligently to develop a primary and supplemental extended care team to improve the consistency of care. This will enhance our day-to-day service but also our capacity to provide familiar coverage when the primary therapist isn't available. We are thrilled to be able to optimize rehab services in extended care.

EC Census:

Currently there are 35 residents living in our facility. We have resumed admission starting January 2023. We currently have enough staff for a census of 36. Our plan is to admit one new resident per month as we increase staffing simultaneously.

EC Staffing:

Our upcoming NAC program is scheduled to start February 7th. We have received a good number of applicants and we are currently going through the interview process to select the ten candidates that we need in the program. We are still recruiting for both CNAs and another full-time nurse.

EC Quality:

We experienced a gastrointestinal viral outbreak this month that has also been going around in the community. Due to identification of the illness with the labs Biofire Analyzer and the adherence of staff to Contact/Enteric Precautions we believe the outbreak has been limited to two residents. An intestinal bacterial infection was caught incidentally during

testing for the virus. This contagious bacterium was treated the same day and spread was prevented.

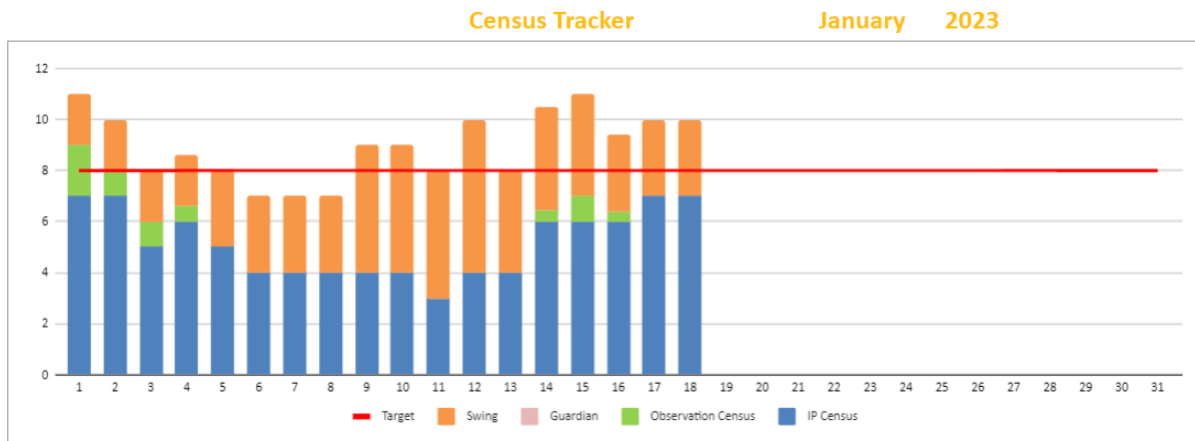
Our focus on improving quality measures will continue to be on falls. To address UTI prevention, hand hygiene has been added to the focus and staff competency on peri care was provided to CNAs this month.

EC Financial Update:

We have experienced financial setbacks due to multiple reasons. Bill Colomb, Social Services has been given the additional role of Resident Service Manager. He is tasked with recouping funds from several private accounts that have been in arrears. His success has had a significant positive impact on substantial losses. Bill is also setting up a process to ensure we receive payment from the time of admission of private pay individuals. Additionally the unfortunate national staff shortage has increased the utilization of travelers-both nurses and CNAs. Several dedicated EC nurses and our HUS have come in to assist at a CNA level. Their loyalty to the residents decreases the need for a traveler.

Nursing Administration:

Acute Care:



January has featured very high levels of inpatient with fewer swing beds. Driven in part by strained hospital capacity across the state, more patients are being managed locally leaving fewer beds for swing bed patients. At current census and staffing levels this has been busy but manageable.

We continue to tackle educational journeys in the following areas: Rapid Sequence Intubation, Procedural Sedation, RQI, and Skin Assessments. Cerner Learning is ramping up

as we approach the integrated testing next week. Staff “Super Users” have been identified and we are looking forward to the transition of this new electronic health record. We recognize the challenges that change present, but we are ready for the improvements that this system will bring.

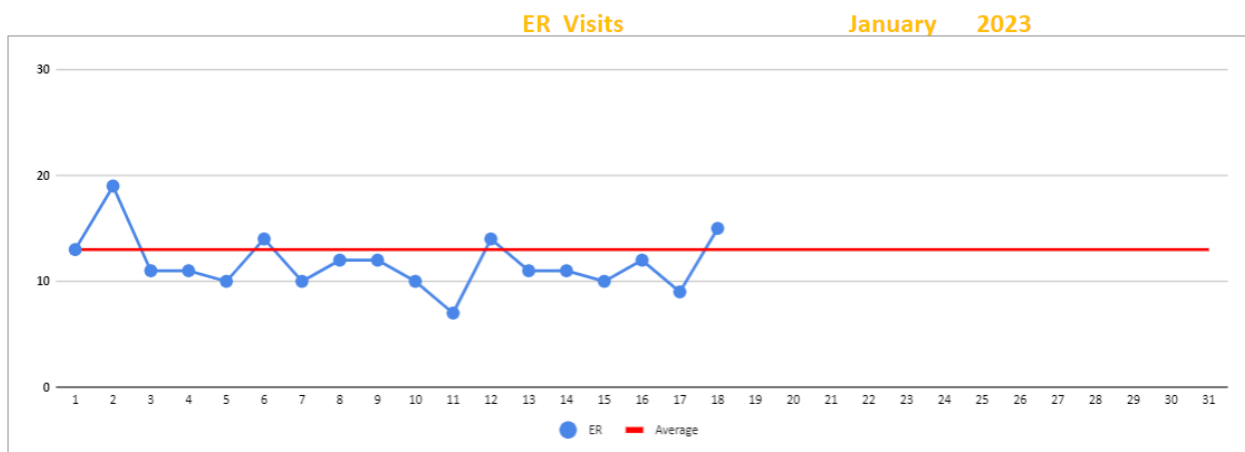
Quality/Infection Prevention:

4th Quarter of 2022 has concluded and we are busy completing our 2022 dashboards in preparation for our CQI Council meeting which will be held on February 6th this year due to our ongoing Cerner integrated testing that is scheduled. Cassandra has been spending a fair amount of time engaging with the Cerner team and learning journeys to support our clinical staff upon the transition to the Cerner EHR platform.

Work is being done in conjunction with Wound Care, Clinical staff - both ER and Acute Care, Nursing Administration and Allied health to support the reduction in Hospital Acquired Pressure Injuries. The work done in this area is important and essential for the safety and wellbeing of our patient population and I am excited to see improvements in the wonderful care we provide to our community.

So far, the 2022-2023 flu season has been the worst we have experienced since 2018. COVID-19 positivity has been trending downward, with fewer employee and community positive cases. Excellent hand hygiene, respiratory etiquette and not working when sick will continue to help mitigate the spread of these respiratory illnesses at work and at home.

Emergency Department:



With the increase in respiratory illnesses and the shortage of beds available for transferring patients to, the ER staff stepped up to the challenge of managing the ER while caring for sick patients awaiting beds in other hospitals.

Surgical Services:

After a brief holiday break we have resumed our surgery schedule with the help of a new CRNA, Victor Cowley. Victor has worked at NVH in the past, and spends time at several facilities. We are still adjusting to a different schedule and figuring out the most efficient setup.

Laboratory:

The 2022 year in review shows that total test volumes remained nearly identical to 2021. The year began with extremely high levels of COVID testing and positivity rate and increased general lab volumes with the tests associated with caring for individuals with COVID. 1st Q we also saw a very high volume of travel testing for Canadians returning home after wintering in the US. On November 13th, after 2 years of constant testing and surveillance, we stopped the routine screening of Extended Care residents and staff.

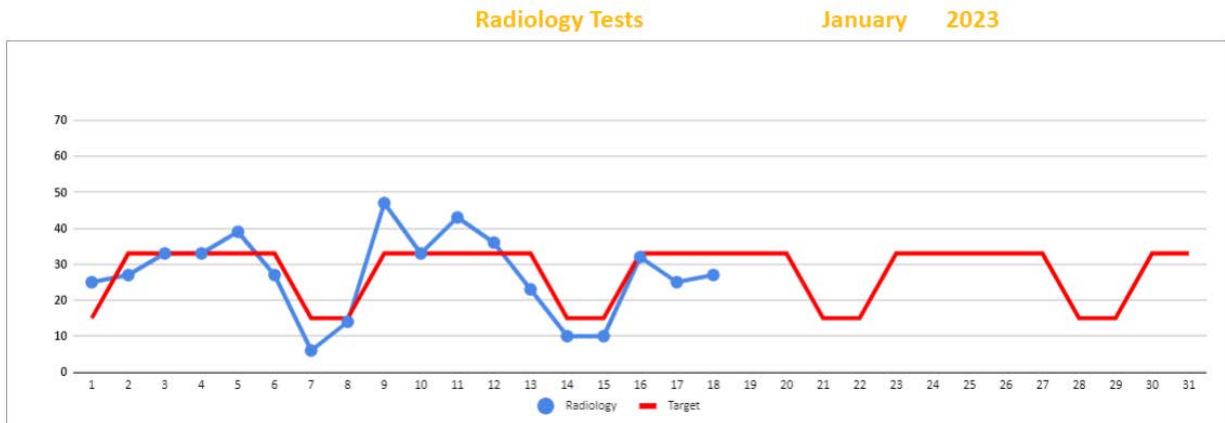
NVH Laboratory test volumes by month:

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	av	total
2022	6448	5141	4740	4594	4786	4712	5337	4909	4475	4877	3931	4350	4858	58300
2021	3939	3472	3732	3894	4175	5131	4545	4843	6629	7101	5035	5819	4860	58315

As we begin 2023 we are seeing lower daily test volumes. High numbers of respiratory testing has subsided after high positivity rates for Flu and RSV in December and early January.

We continue to work on the Cerner build and training for the new system.

Radiology:



The radiology department will be adding additional MRI days starting in February. Our current schedule is every Tuesday and every other Wednesday. Our new schedule will be every Tuesday and Wednesday. We are looking forward to the additional appointment times and revenue this will provide for NVH.

Allied Health:



Rehab starts the new year strong, completing the team by welcoming Jorn van der Reijden, physical therapist. Jorn will be working three days a week in the Oroville clinic and two days a week in Tonasket enhancing acute and extended care, as well as outpatient services.

We said goodbye and happy retirement to Pat Gauthier, RN, at the Christmas holiday and now welcome Megan Vickers, RN to the Wound Care team. Megan will be completing her certification in wound care and mentoring with Colleen.

Cheyenne, wound clinic CNA, will also be taking some additional training in wound care to support the RNs. As well, she will be studying with Colleen and Megan to be able to demonstrate competencies to become a medical assistant, registered.



We are always looking to develop new programs and enhance services to our community. Congratulations go out to Robert Hernandez and Dalia Benitez, SLP who have just completed LSVT-Loud training. This training, along with LSVT-Big, completed by Liz Rodriguez, OT and Tia Herdman, PT, is intensive training for persons living with the effects of Parkinson's Disease. These programs entail one hour of therapy, four times a week, for four weeks to improve the capacity for voice volume and modulation, as well as gross and fine movement to optimize safety and quality of life.



TFMC:

The TFMC is recognizing January as Cervical Cancer Awareness Month:

January is Cervical Cancer Awareness Month.




Cervical cancer kills 260,000 women annually. Disparities of health and poverty play a large role in the high mortality rate. Routine papanicolaou and human papillomavirus (HPV) testing has dramatically reduced cervical cancer deaths in the western nations.

Cervical cancer was discovered in 1970 by Harald Zur Hausen and also received the Nobel Prize for his groundbreaking work on HPV.

HPV is a group of over 200 viruses, most types do not cause any problems, however, some can develop into diseases such as cancer.

Zur Hausen proposed the HPV vaccine concept in 1986, but was rejected at the time by pharmaceutical companies. Subsequently, the HPV vaccine in 1990 was developed by the University of Queensland in Australia. After many years of research and development in 2006 following the extensive clinical trials which found the



vaccine Gardasil to provide almost 100% protection against HPV 16 and 18. As of October 2019 many more countries have access to the vaccine to fight against HPV.

Preventive routine health care is vital to help you stay healthier. Routine health care that includes screenings, check-ups and patient counseling to prevent future illnesses and diseases.

Stay Healthy everyone.

Support Services:

Central Supply:

Annual physical inventories were conducted at the end of December and our attention has now shifted to preparing for Cerner as our software for Materials Management. The Learning Journeys have provided a baseline of education and while Cerner works to identify resources for our go-live we are preparing to update the list of vendors and items from our previous submission.

Cerner identified their team members who would guide the purchasing and materials management training and conversion for the six weeks to implementation. The team will balance on-going efforts to purchase and distribute supplies with learning Cerner. Kudos to Lupe for finding her notes from 2021 so she could re-scan the barcodes for the inventory items!

Dietary:

The Dripline Coffee Shop's point of sale system failed in early January and we have been scrambling to replace the unit to get us back online. We are able to take payments with a paper process but we are looking forward to having our system work again. Thank you for everyone's patience as we get our computer fixed.

Laundry:

Despite the crazy weather, some issues with our product dispensers, and the unpredictable ebb and flow of laundry, we have come through the winter (so far) pretty good. Everyone is back from vacation and only one person was out due to illness. Some staff had delays getting to work but we were able to work through any staffing disruptions without much trouble.

IT:

This month we completed the relocation of the CPSI server to a dedicated location in the basement of the new addition. This provided emergency power, dedicated and redundant cooling, and isolation from other functions. In the next month we will move additional servers into this new location and are happy to have solved some of our server management challenges with the move.

Plant Engineering:

We experienced an eventful December with a significant flooding issue in the Boardroom caused by a frozen sprinkler pipe. We worked with our insurance company and a remediation company to open a claim and get the area dried out. We will have a while to wait before repairs can be started but we are looking forward to getting back to normal.

Committee Work:

HIT Committee:

The HIT Committee met on January 18th and discussed Cerner training and progress while we plan for Integrated Testing at the end of January. During the following week beginning January 30, Cerner will work with the Revenue Cycle team to process claims using data from the Integrated Testing endeavors. John will provide an update on Integrated Testing in his verbal report. We thank the managers, subject matter experts and users for embracing this new software system that will support the delivery of care!

Policy and Procedure Committee:

There are currently 1342 documents in PolicyStat with 182 pending approval and 74 due for review in the next 30 days. The next quarterly meeting will be held on March 16th 2023 at 10 am in the boardroom.

Grants Committee:

The Grants Committee is working with the PUD to receive incentives for energy efficiency projects including the HVAC work and lighting improvements.

Topic	Request Amount	Status
PUD Incentives	Unknown	In Process
Strategic Planning	\$10,000	Awarded

Long Range Focus Committee:

The LRFC met on January 4th and discussed the recent water damage and COVID update. The group discussed the Strategic Planning Proposal and recommended moving forward with Strategic Services as a partner to complete the project.

Foundation:

The Foundation met on January 9th and reviewed the successful Give NC Washington Campaign which raised \$3400 for the Foundation. Vicki Lewis and Teresa Webber were elected as Directors, and the group reviewed the draft bylaws.

Building and Planning Committee:

Building and Planning met on January 18th and discussed the construction projects. They also discussed the cold weather issues mentioned in the Plant Maintenance Report. John will provide an update on both in his verbal report.

Human Resources:

We welcomed the following new employees

LTC Division:

Jeannie Hunter/RN
Juanita Garnica/Hospitality Aide

NVH:

Jorn Van Der Reijden/Physical Therapist
John Cowley/CRNA

Open Positions:

Respiratory Therapist 1 FT
RN AC/ER 5 FT
RN EC 3 FT
RN Shift supervisor 1 FT
NAC Extended Care 2 FT
Lab Tech 1 FT
Radiology Tech 1 PD
Clinic MAC 1 FT M-F days
Human Resources Director 1 FT
CFO 1 FT
MA/NAC Outpatient Clinic Coordinator 1 FT
Groundskeeper/Housekeeping Floors 1 PT

Revenue Cycle:

Health Information Management

We are still trying to recruit a full time tech for the department.

Provider credentialing is up to date. We are still trying to recruit a part-time credentialing staff member.

Patient Financial Services

The Business Office staff are diligently working on the current AR while training for the Cerner implementation. The insurance billers and the Private pay staff are extremely focused on the current Accounts Receivable balance as usual while putting in extra hours to complete as many accounts as possible before our upcoming implementation.

We have extended an offer to three individuals to fill the two current positions that are vacant and one temporary insurance billing position to assist in CPSI AR Collections post go-live.

The team looks forward to our financial testing event at the end of this month.

Patient Access

Patient Access is business as usual, though has been busy with a high volume of ED patients seen in December. Ricki has been working closely with Jody to help implement some new processes in the ED and help things run smoothly for both departments.

Noelia continues her training and is doing very well, we are happy to have her on board the team!

Cerner training and preparation continues to be a focal point. As it nears everyone is processing how our day to day will look and coming up with excellent questions! Thank you everyone for your hard work and diligence to make this transition a successful one!

