

To: Board of Hospital Commissioners

From: Eric Moll

Date: November 23, 2021 Subject: Consent Agenda

Consent agenda for Tuesday, November 23, 2021

## Approval of the Bills:

General Fund 2223449 – 2223823, 0242477 – 0242499 \$3,539,833.23

Employee Medical 20028 – 20031 \$ 960,393.76

Mason General Hospital write offs for the month of October 2021 in \$544,121.48.

Mason Clinic Eye Care, Orthopedics, Pediatrics, Women's Health, Podiatry General Surgery write offs for the month October 2021 in the amount of \$23,060.77.

Mason General Hospital Family Health Clinic, Olympic Physicians, Shelton Family Medicine write offs for the month of October 2021 in amount \$28,743.12.

Hoodsport Clinic write offs for the month of October 2021 in the amount of \$1,632.16.

Walk-In Clinic write offs for the month of October 2021 in the amount of \$5,231.91.

#### Miscellaneous

Resolution 2021 – 15 Signers on Financial Accounts. Due to staff change we need a resolution to remove our employee as a signer.

### **Mason Values its People Program:**

Quick update on the retention bonus as follows:

- 1. This will be branded as part of our "Mason Values its People" Awards (i.e., MVP Awards). Side note- awesome collaboration and brainstorming between Jen Capps, Mike Collins, Nicole Eddins and Melissa Strong coming up with this concept!
- 2. We made the first announcement at General Staff meetings on 11/17.
- 3. We sent out an "all staff" email by end of day 11/17 to amplify communication.
- 4. We will discuss at DH meeting more specific details related to the MVP financial award using SCT.
- 5. We will send another "all staff" email around 12/1 with more specific details around MVP financial award.

6. We will provide multiple channels of communication around MVP financial award before 12/30 payroll.

### Some additional details:

The actual award is based on your scheduled FTE as of November 17, 2021.

- 0.9 FTE and greater will receive \$1,000,
- Team members with scheduled FTE status between 0.3 and less than 0.9 will receive \$600
- Anyone scheduled under 0.3 FTE will received \$250,
- To qualify an employee must be active on the Mason Health payroll as of Nov. 17 and remain an active employee through Dec. 25, 2021,
- The award will appear on the Dec. 30, 2021 paycheck, and will reflect the required taxes,
- As executive sponsor, the CEO will not participate in this financial award.

# CNO:

Staffing: CNA/MT positions are becoming a need in staffing. We currently have 3.6 FTE's open for CNAs in various departments. We've had an Emergency department opening since the end of September. Overall average length of openings is <30 days. No significant changes from the open RN positions from the last board meeting. We are trying to accommodate staff who want to reduce their FTE and/or increase their FTEs as part of our retention strategies. For example: a 0.9FTE RN wants to reduce her FTE to 0.6FTE while another wants to increase from a 0.6 to a 0.9FTE. Those requests do add to our 'open positions' but are only posted 5 days (per contract) and are posted internally.

We continue to have 6/8 positions filled with international nurses.

We've had an increase in employee recognition requests. Knock your socks off is very popular and we've gone from awarding 1-2/week to 5-6/week. We believe this is important for morale and staff are having fun 'picking out the socks. Staff morale continues to appear stable. Nursing has no grievances and overall, there haven't been any serious safety events or increase in short notice call ins. The Nurse Staffing Committee will be meeting to approve the 2022 Staffing proposal. We will also discuss any staffing concerns and brainstorm recruitment/retention ideas.

Census/capacity are stabilizing to a more manageable level. We continue to reassess our ability to accommodate inpatient surgeries.

Turning Pointe Survivor Advocacy Center is beginning to solicit partners to begin working on a county wide Human Trafficking focus group. Either Kris Gaa or Mel Strong will be participating. This is currently in the very beginning stages of discussion. The CNO Collaborative recently met (11/12). We typically discuss any regulatory changes, survey findings, staffing, any new house bills that affect nursing, and often have guest speakers.

## COO

Project planning for the new Rehabilitation Services space in the lower level of the former Shelton Family Medicine building is proceeding as expected. Working closely with OAC and TGB, the design layout of the space is complete with discussions now focusing on finishes. The project documents should be finalized in the first half of December, with subcontractor bidding occurring in the second half. Permits are expected to be issued in late January with construction anticipated to begin the middle of February, with project completion planned for the first week in July.

Provider recruiting continues to go well. We have spoken with two qualified mid-level Providers for the opening in Hoodsport and should have an offer out very soon. We also have a Pediatric candidate visiting for an on-site interview on December 10.