

BOARD OF HOSPITAL COMMISSIONERS

February 27, 2024

Those in attendance were Hospital Commissioners Darrin Moody, Gayle Weston, and Don Welander. Also present were Eric Moll, Mason Health CEO; Mark Batty, Mason Health COO; Steve Leslie, Mason Health CFO, Mel Strong, Mason Health CNO, Robert Johnson, Legal Counsel, Dr. Michelle Hamilton and Shelly Dunnington, Senior Executive Assistant.

Others in attendance:

Gayle Weston called the regular meeting of the Board of Commissioners to order at 8:00 a.m. Shelly Dunnington asked to remove Blue Zones from CEO report and add Budget Amendment – executive recruiting, also to add under new business budget amendment for MA Cardiology Service line and State auditor under legal counsel.

It was moved, seconded, and voted to approve January 23, 2023 as presented.

Commissioners' Committee Report & Calendar

Don Welander attended BOHC on January 23, 2024, WSHA legislative briefing on January 24, 2024, Blue Zones Community Kickoff Event on January 27, 2024 Legislative meetings at the Capital on January 30, 2024, attended the AHA Conference February 11 – 14, 2024, QIC on February 20, 2024 and met with Eric Moll 1:1 on February 26, 2024.

Gayle Weston attended BOHC on January 23, 2024, WSHA legislative briefing on January 24, 2024, AHA Webinar on Revenue Cycle on January 25, 2024, January 27, 2024 Blue Zones Community Kickoff Event on January 30, 2024; Legislative meetings at the Capital, Multnomah Webinar on January 31, 2024, Drew MacEwan's event on February 5, 2024, attended the AHA Conference February 11 – 14, 2024, Retirement Committee on February 20, 2024, Finance committee meeting on February 22, 2024 and met with Eric Moll 1:1 on February 26, 2024.

Darrin Moody attended BOHC on January 23, 2024, Construction Meeting on January 26, 2024, Blue Zones Community Kickoff Event on January 27, 2024, attended AHA Conference February 10 – 14, 2024, Construction Meeting on February 21, 2024, State Auditor exit conference on February 23, 2024, Ribbon cutting at the YMCA for WIC on February 23, 2024, and met w/Eric Moll 1:1 on February 26, 2024.

Public Comments – None

Consent Agenda

It was moved, seconded, and voted to approve the February 27, 2024 consent agenda as presented.

Legal Counsel –

- a. Add – State Audit – Robert Johnson and Eric Moll shared that on Friday, February 23rd during our exit interview with the State Auditor, we found out we had an audit finding. The finding was around procurement related to isolation rooms. Rob Johnson will take the lead to create a procurement policy and Patrick O'Neil and Brent Wilcox will work on a worksheet around prevailing wage. Rob Johnson shared that Brent Wilcox is showing the auditor we did use prevailing wages. We also we had a finding regarding piggyback on a premier contract with a food contract. Darren Moody expressed that he attended the state auditor exit interview, even though we received a finding he believes everything will be okay.

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CEO's Report –

- a. Budget Amendment – Eric Moll recommended to increase the 2024 operating budget in the amount of \$70,000 for executive recruiting. Eric Moll is hoping to replace this position sometime in May.
It was moved, seconded and voted to approve to increase the 2024 operating budget in the amount of \$70,000 for executive recruiting.
- b. Conference Room Design - Eric Moll showed design of the conference room renovation and the recommendation. The commissioners all agreed with the #5 conference design.

Monthly Reports –

- a. Financials - Steve Leslie provided a summary of the financial operation for the month of December 2023. Steve went over the service volumes for the month, ytd and pytd. The operating revenue, expenses and income as well the non-operating gains, and net income. Days cash on hand is at 284.8.

Old Business – None

New Business

- a. RN Contract Ratification – Mel Strong shared the changes to the RN Contract which will be a three-year contract.
It was moved, seconded and voted to approve UFCW RN Contract.
- b. Crisis Communication Plan – Jen Capps presented a presentation on Issue Response & Crisis Communications.
- c. Resolution 2024 -01 Fifth Amendment 457(b) Deferred Comp Plan – Add a new section 9.04 Transfers of Annuity Contracts.
It was moved, seconded and voted to approve Resolution 2024 -01 Fifth Amendment 457(b) Deferred Comp Plan.
- d. Resolution 2024 -02 Fourth Amendment 401 (b) Plan –Add a new section 9.04 Transfers of Annuity Contracts.
It was moved, seconded and voted to approve Resolution 2024 -02 Fourth Amendment 401(b) Plan.
- e. Budget Amendment – IBNR Allowance Change – There was a recommendation to reduce benefit expense in the 2024 Budget by \$300,000 by reducing IBNR allowance by \$25,000 per month.
It was moved, seconded and voted to approve to reduce IBNR allowance by \$25,000 per month for year 2024.

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New Business (continued)

- f. Budget Amendment – GASB 96 Changes – A recommendation to account for the changes in the 2024 Budget related to the implementation of the GASB 96 accounting principle required in 2023.

It was moved, seconded and voted to approve the changes in the 2024 Budget related to the implementation of the GASB96 accounting principle required in 2023. We will see a decrease in operating expense of \$1,017,812 and an increase in non-operating expense of \$990,260 for a net decrease in overall expense of \$27,552.

- g. Budget Amendment – UFCW RN Contract – A recommendation to increase the 2024 Budget operating budget by \$523,524.59 for the impact of the update UFCW RN contract.

It was moved, seconded and voted to approve increase the 2024 Budget operating budget by \$523,524 for the impact of the update UFCW RN contract.

- h. Budget Amendment – MA Cardiology Line Service – A recommendation to increase to the 2024 operating budget in the amount of \$69,183 (salary and benefits) to approve the addition of a 1.0 FTE Medical Assistant for the Cardiology Service Line.

It was moved, seconded and voted to approve to increase the 2024 operating budget in the amount of \$69,183 (salary and benefits) to approve the addition of a 1.0 FTE Medical Assistant for the Cardiology Service Line.

Administration Roundtable

Mark Batty shared he received a resignation from Dr. Samar Hassounah .9 FTE OB/GYN. Her last day will be June 1, 2024. We currently already have an opening, but we will have Dr. Blood to cover two weeks a month through October. Otherwise, we have locums covering the Women's Clinic schedule. Mark Batty shared we are actively recruiting but don't have any contracts out yet.

We had to shut down the Hoodsport Clinic for three days this week unexpectedly but looking at moving Catherine Shetty to full time at Hoodsport starting in April 2024, instead of part time at Hoodsport and part time at Mason Clinic.

We have referral coordinator as part of the Primary Care Model. As of the last week the referrals were down to 1 day.

Steve Leslie shared his focus is on Revenue Cycle and working with the various team. He currently is making small incremental changes with billers and coders.

Mel Strong shared the Quality Program Measure Trends Analysis HCAHPS Measures that Nurse Communication we are rated 2nd in the state. This was from April 22 to March 23.

Mel Strong share we are seeing improvement on application for nurses.

Adjourned at 10:30 a.m.

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PUBLIC HOSPITAL DISTRICT NO. 1
OF MASON COUNTY, WASHINGTON

BY: _____

Attest: _____
