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**Adams County Public Hospital District No. 3  
Regular Meeting of the Board of Commissioners**

Thursday July 23, 2015

CONFERENCE ROOM

Light Supper: 5:30 p.m.  
Board Meeting: 6:00 p.m.

**Regular Board Meeting**

1. Call to Order
2. Comments from Audience
3. Auxiliary Report
4. Medical Staff  
    Medical Staff Privileges
5. Department Report:
6. Conflict of Interest Declarations
7. Consent Agenda
  - A. June 30, 2015 Regular Board; July 17, 2015 Finance; July 20, 2015 Board Policy Committee; July 22, 2015 Personnel Committee meeting minutes; July 23, 2015 Buildings and Grounds Committee.
  - B. Claims and payroll
  - C. Bad debts and charity care.
8. Patient Satisfaction Survey
9. Financial and Statistical Report
10. Old Business  
    None
11. New Business
  - A. Board Policies
  - B. COLA consideration
  - C. Trane proposal for investment grade audit for possible boiler replacement

12. Administrative Report
  - A. Nursing Report
  - B. Patient Story
  - C. Strategic Planning

13. Articles

14. Process Feedback

15. **Executive Session**

The Board will meet in closed Executive Session per: 1) RCW 70.44.062(2) whereby all meetings, proceedings, and deliberations of a quality improvement committee established under RCW 4.24.250, 43.70.510, or 70.41.200 and all meetings, proceedings, and deliberations of the board of commissioners, its staff or agents, to review the report or the activities of a quality improvement committee established under RCW 4.24.250, 43.70.510, or 70.41.200 may, at the discretion of the quality improvement committee or the board of commissioners, be confidential and may be conducted in executive session. Any review conducted by the board of commissioners or quality improvement committee, or their staffs or agents, shall be subject to the same protections, limitations, and exemptions that apply to quality improvement activities under RCW 4.24.240, 4.24.250, 43.70.510, and 70.41.200. However, any final action of the board of commissioners on the report of the quality improvement committee shall be done in public session; and 2) per RCW 42.30.110(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging an employee, that action shall be taken in a meeting open to the public.

The Executive Session is expected to last 20 minutes.

16. Adjournment



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**Adams County Public Hospital District No. 3  
Board of Commissioners Meeting Minutes  
July 23, 2015**

**Present:** Shirley McCullough, Bob Carlson, Larry McCourtie, Terry Thompson, and Lynda Bowers

**Others Present:** Mark Bunch, Tina Bernsen, Rhonda Golladay, Melissa Love, Connie Agenbroad, Callie Moore, and Karen Palmer

**Call to Order:** President McCullough called the meeting to order at 6:00 p.m. President McCullough announced that the meeting is being recorded. President McCullough asked if everyone could hear her. All present acknowledged they could hear her.

**Comments from Audience:** None

**Auxiliary Report:** Melissa gave an update on Auxiliary Golf outing that was held on Saturday June 27, 2015. Auxiliary should have final totals for August meeting. The Auxiliary members will be invited to attend the August 2015 Board meeting.

**Medical Staff Report:** PI and Executive Medical staff recommended approval of medical staff privileges for Dr. Edward Salko, D.O. – ER Physician from temporary to Provisional and Dr. Amy Henkel, M.D. – Telemedicine Radiology Reappointment. Terry Thompson made a motion to approve medical staff privileges for Dr. Edward Salko and Dr Amy Henkel. Larry McCourtie seconded the motion. The motion passed unanimously.

**Department Report:** Callie Moore and Karen Palmer from Adams County Health Department presented the draft 2014 Executive Summary on the Adams County Health Alliance Community Health Needs Assessment for Adams County.

**Conflict of Interest Declarations:** President McCullough questioned before the starting of new business, whether any commissioner believes he/she has a conflict of interest with respect to any item requiring Board action. Bob Carlson stated, "I will not be voting on the COLA."

**Approval Consent Agenda:** Bob Carlson made a motion to approve the Consent Agenda comprised of the; 1) June 30, 2015 Regular Board; 2) July 17, 2015 Finance 3) July 20, 2015 Board Policy Committee; 4) July 22, 2015 Personnel Committee; 5) July 23, 2015 Building and Grounds Committee; 6) Claims and payroll in the amounts of \$1,151,571.63; 7) Bad Debts and Charity care in the amounts of \$105,604.44 and \$88,304.64 respectively. Terry Thompson seconded the motion. The motion passed unanimously.

**Patient Satisfaction:** Connie Agenbroad presented patient satisfaction survey for Outpatient services, ER services and Inpatient services.

**Financial Report:** For the month ending, June, 2015, OCH incurred an operating gain (including approximately \$50,573 in hospital levy; \$39,765 in EMS levy; and \$44,448 in Meaningful Use monthly revenue) in the amount of \$93,873 with investment gain of \$34,165 for a total net gain of \$128,038; year-to-date operating gain (including approximately \$303,438 in hospital levy; \$238,590 in EMS levy; and \$266,680 in Meaningful Use year-to-date revenue) was \$170,037 with investment gain of \$193,546 for a year-to-date gain of \$363,583.

**Old Business:** None

**New Business: Approval of Board Policy:** Larry McCourtie made a motion to approve revisions to BP-005 Insurance Benefits, BP-011 Membership in Associations/Hospital Service Organization, BP-013 Equal Employment Opportunity, BP-015 Per Diem and Benefit Waiver Pay, BP-016 Civil and Service Organization Memberships. Terry Thompson seconded the motion. The motion passed unanimously. Larry McCourtie made a motion to approve **Resolution 15-07** to amend **Resolution 93-5 for BP-014** Whistleblower Protection. Terry Thompson seconded the motion. The motion passed unanimously.

**Step Increases and COLA:** Lynda Bowers made a motion to approve the following; 1% COLA, RN Preceptor Premium, Increase Charge Nurse Premium, Extend Ultrasound Tech step scale to 26 (every two years step increase), Extend Mammography Tech step scale to 20 (every two years step increase), Extend Radiology Tech step scale to 20 (every two years step increase), Retro one Radiology Tech, Extend Laboratory step scale to 20 (every two years step increase), Extend Respiratory Tech step scale to 20 (every two years step increase), and Extend all others step scales to 20 (every two years step increase), effective July 27, 2015 for the first pay period in August 2015. Larry McCourtie seconded the motion. The motion passed with four votes in favor and one abstention by Bob Carlson.

**Approval TRANE Investment Grade Audit (IGA):** Larry McCourtie made a motion to approval the TRANE Investment Grade Audit not to exceed \$81,225. Terry Thompson seconded the motion. The motion passed unanimously.

**Nursing Report:** Rhonda reported that in June there was two (2) reported restriction with zero (0) diversions.

**Patient Story:** Tina Bernsen discussed the telemedicine program. There have been two (2) wound telemedicine visits and one (1) movement disorder visit. Both patients were very pleased and very grateful that we are able to provide this program.

**Administrative Report:** OCH will be participating with CBHA's Health Fair Saturday August 8, 2015. OCH will be teaming up with Sunny Hill Market (Chris and Heather Butcher) for provide a small "Farmers Market – Working Together For A Healthier Community"

CBHA and OCH have purchased special parking signs for our OB patients. Our OB patients will have their very own parking slot.

Connie met with Magali Garcia, Marketing Coordinator and Fay Coats regarding joint marketing ideas and thoughts. We would like to promote OCH RN's who are OB certified and breastfeeding certified along with OBGYN's from CBHA. Fay Coats will present to CBHA's marketing committee.

OCH and CBHA will again joint together to have a Women's Health Conference in October. The first planning meeting is Monday July 27, 2015.

Connie met with Alison Carl White, Executive Director of Better Health Together, and Accountable Community of Health for our region. Connie has been asked to sit on the leadership council.

Cass Bilodeau, Director, Regional Clinical Relations and Development from Kadlec will be here on Monday July 28, 2015 to discuss possible partnerships in telemedicine and education opportunities.

**Articles:** The Board reviewed articles regarding "WSHA Wins on Certificate of Need" from the WSHA July 9 2015; "Benton County woman is first person infect with West Nile in state" from KEPRTV.com July 8, 2015; "Medicare to cover end-of-life counseling" from Seattle PI July 11, 2015; "Hospital focus on patient satisfaction" from Businesssexaminer.com July 7, 2015; "Washington budget provides \$110 million for Exchange" from State of Reform June 30, 2015; "Most Wired" from H&HNmag.com July 2015; "OVERKILL" by Atul Gawande from The New Yorker.com May 28, 2015.

**Process Feedback:** None

**Executive Session: Executive Session:** President McCullough stated that the Board would meet in closed Executive Session for approximately 20 minutes per: 1) RCW 70.44.062(2) to review and discuss quality improvement activities and 2) RCW 42.30.110(g) to review and discuss the performance of a public employee. Any final action of the board of commissioners would be taken in open session. A complete legal citation of the above was available in the agenda to this meeting, upon request, and as cited below:

1) RCW 70.44.062(2) whereby all meetings, proceedings, and deliberations of a quality improvement committee established under RCW 4.24.250, 43.70.510, or 70.41.200 and all meetings, proceedings, and deliberations of the board of commissioners, its staff or agents, to review the report or the activities of a quality improvement committee established under RCW 4.24.250, 43.70.510, or 70.41.200 may, at the discretion of the quality improvement committee or the board of commissioners, be confidential and may be conducted in executive session. Any review conducted by the board of commissioners or quality improvement committee, or their staffs or agents, shall be subject to the same protections, limitations, and exemptions that apply to quality improvement activities under RCW 4.24.240, 4.24.250, 43.70.510, and 70.41.200. However, any final action of the board of commissioners on the report of the quality improvement committee shall be done in public session, and

2) RCW 42.30.110(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging an employee, that action shall be taken in a meeting open to the public.

The Executive Session is expected to last 20 minutes.

The Executive Session convened at 7:40 p.m.

**Resumption of Open Session:** The open session resumed at 8:00 p.m.

**Adjournment:** The meeting adjourned at 8:00 p.m.

Bob Carlson, Secretary