



315 North 14th Ave
Othello, WA 99344-1297
[P] 509.488.2636
[F] 509.331.2617

www.othellocommunityhospital.org

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

Thursday April 28, 2016

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

CONFERENCE ROOM

Regular Board Meeting

1. Call to Order
2. Comments from Audience
3. Auxiliary Report
4. Medical Staff Report
5. Department Report
6. Conflict of Interest Declarations
7. Consent Agenda
 - A. March 26, 2016 Regular Board; April 21, 2016 Board Policy; April 26, 2016 Finance; April 27, 2016 Personnel 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:
Ambulance Committee
12. Administrative Report
 - Nursing Report
 - Patient Story
 - 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 15 minutes.

16. Adjournment



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**Adams County Public Hospital District No. 3
Board of Commissioners Meeting Minutes
April 28, 2016**

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

Others Present: Connie Agenbroad, Mark Bunch, Tina Bernsen, Rhonda Golladay, and Mary Garza

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: The Auxiliary's Golf Outing is Saturday June 25, 2016. Sponsorship letters and golfing applications have been sent out. Connie spoke with the Medical Staff about donating for a 2-day golf outing at the Coeur d'Alene Resort. Hospital Departments are working on auction baskets.

Medical Staff Report: Paul Riegel and Tina Gross presented an overview of the hospice contract with the hospital. Some of the medical staff already work with hospice and are familiar with the hospice program. They also met with some of the hospital staff on procedures and policies such as; billing, orders, and documentation.

Department Report: Dulcye Field, Chief Operating Officer from CBHA gave an excellent presentation of the new clinic and services that will be offered. Unfortunately, CEO Greg Brandenburg was unable to attend due to a conflict of meetings.

Conflict of Interest Declarations: None

Approval Consent Agenda: Bob Carlson made a motion to approve the Consent Agenda comprised of the; 1) March 26, 2016 Regular Board; April 21, 2016 Board Policy; April 26, 2016 Finance; and April 27, 2016 Personnel Committee minutes. 2) Claims and payroll in the amounts of \$1,307,512.04; 3) Bad Debts and Charity care in the amounts of \$94,672.76 and \$34,746.92 respectively. Larry McCourtie seconded the motion. The motion passed unanimously.

Patient Satisfaction: Connie Agenbroad presented patient satisfaction surveys for ER services and Inpatient services.

Financial Report: For the month ending, March, 2016, OCH incurred an operating loss (including approximately \$50,573 in hospital levy; \$39,765 in EMS levy) in the amount of \$183,091 with investment gain of \$33,255 for a total net loss of \$149,836; year-to-date operating loss (including approximately \$151,719 in hospital levy; \$119,295 in EMS levy;) was \$383,584 with investment gain of \$90,213 for a year-to-date loss of \$293,371.

Old Business: None

New Business: Ambulance Selection Committee will consist of all Commissioners. The EMTs will be meeting to ask who would like to sit on this committee with the Commissioners.

Nursing Report: Rhonda reported that in March there were two (2) reported restrictions with no diversions.

Patient Story: On Friday April 22, 2016, the hospital Hazmat team was activated due to a diesel tanker roll over. Roger Roylance initialed the Incident Command procedure that included calling extra staff to be on standby. Even though no patients were brought to the hospital this was an excellent training for staff.

Administrative Report: Connie and Shirley discussed reviewing the hospital's Vision, Mission, and Value statements along with the 2014-2015 Strategic Vision.

Joint birthing classes held on Monday April 18, 2016 and Thursday April 21, 2016 in partnership with CBHA had approximately 32 in attendance (16 moms and their partners). This is a great partnership and appears to be working very well. The next class is scheduled for Monday July 18, 2016 and Thursday July 21, 2016.

Customer service training was done on Tuesday April 26, 2016 and another one will be held on Tuesday May 3, 2016. The training is conducted by BBSI out of Moses Lake. Connie invited the Commissioners to come and sit in on one of the sessions on Tuesday May 3, 2016.

On May 3, 2016, State Representative Joe Schmick will be here to meet and discuss telemedicine.

Respiratory Therapy is available to teach the Commissioners CPR. This can be done right before May's board meeting at 4:00 p.m.

Sharon Hall from Parker/Smith/Feek will be here Wednesday May 11, 2016 to discuss malpractice liability insurance renewal. Lynda Bowers and Larry McCourtie will attend the 10:00 a.m. meeting, Bob Carlson and Terry Thompson will attend the 11:00 a.m. meeting, and Shirley McCullough will attend the 12:00 p.m.

Wednesday May 11, 2016 is the employee BBQ for hospital week. Connie has made arrangements with a local massage therapist to give 5 minutes chair massages to all employees. She will be here from 6:30 a.m. through 5:00 p.m.

Everyone has been registered for the 40th Annual Rural Hospital Conference in Chelan. Connie provided handout information on the agenda schedule to all Commissioners.

On Wednesday April 27, 2016 Connie Agenbroad, Tina Bernsen, Rhonda Golladay, Stephani Lind, Velma Montemayor, and Mark Bunch met with Marc Johnson, INHS, and Bob Eiserman, Meditech to discuss Meditech 6.1 which we have had budgeted since 2007. The reason for the meeting was that there are some additional items that need to be added to our current version of Meditech Magic. The first one is called "Dr First" which is an electronic prescription system. We current have a system but it is not working correctly and probably will not meet Meaningful Use 3. The second one is called "IMO" which brings in the ICD10 codes in the background for providers. Between the two updates that are needed, the estimate cost is about \$100,000.00. We are not receiving any more Meaningful Use money but if we cannot meet Meaningful Use 3, our reimbursement could be lowered. Bob Eiserman, Meditech did give an estimated cost to convert to Meditech 6.1 which would be approximately \$891,948. Marc Johnson, INHS will be sending estimated cost for INHS to convert and maintain Meditech 6.1. Tina will be working with INHS on presenting 6.1 demos to staff.

Dennis Worsham, Deputy Secretary of Washington Department of Health has resigned and will be taking a position with the King County Public Health Department.

Cliff Richards, Pharmacist will not be retiring until August 2017.

The hospital will be purchasing a 12x12 brick with the hospital logo on it for the Dan Dever Memorial Skate Park.

Articles: The Board reviewed articles regarding. "Washington Exchange comments on the impact of losing United Healthcare" from State of Reform, April 19, 2016; "Gov. Jay Inslee vetoes major parts of bill to improve Western State Hospital" from theolympian.com, April 19, 2016; "Obamacare Expanding Coverage for the Poor, Study finds" from tdn.com, April 20, 2016; "Audit finds WA hospital not staffed to conduct rape exam" from KREM.com, April 14, 2016; "Hackers broke into hospitals despite software flaw warnings" from khq.com, April 9, 2016

Process Feedback: None

Executive Session: Executive Session: President McCullough stated that the Board would meet in closed Executive Session for approximately 15 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 15 minutes.

The Executive Session convened at 7:42 p.m.

Resumption of Open Session: The open session resumed at 7:57 p.m.

Adjournment: The meeting adjourned at 7:57 p.m.

Bob Carlson

Bob Carlson, Secretary