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

Thursday June 23, 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. May 26, 2016 Regular Board; June 6, 2016 Special Board; June 21, 2016 Finance; June 22, 2016 Personnel Committee Meetings
  - 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. Review of 2014-2015 Strategic Vision
12. Administrative Report
  - Nursing Report
  - Patient Story
  - CEO Report

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  
June 23, 2016**

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

**Others Present:** Connie Agenbroad, Mark Bunch, Tina Bernsen, Mindy Gonzalez, 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:** Mary Garza gave an update on the Auxiliary's Golf Outing that will be held on Saturday June 25, 2016. As to date, approximately \$11,115.00 in sponsorship has been collected, 33 dinner tickets, and 13 teams have signed up to golf. On auction items, there are 32 live auction and 31 silent auction items.

**Medical Staff Report:** Medical Staff was held on Tuesday June 14, 2016. There was discussion about Meditech 6.1 and a possible interface with CBHA EMR Centricity. Both OCH and CBHA have individual access to each other's system. Connie will be contacting Hank Hanigan, CEO at Whitman (Colfax) for a possible site visit for department managers to review Meditech 6.1 live as Whitman has been on Meditech 6.1 for about a year.

**Department Report: QA/PI: Adverse Event:** Connie Agenbroad presented information on 1) What is an adverse event? 2) How is it reported and where is it reported? 3) What happens when there is an adverse event? Each commissioner received a copy of the 29 adverse event types Washington State law requires facilities to report whenever they occur.

**Conflict of Interest Declarations:** None

**Approval Consent Agenda:** Bob Carlson made a motion to approve the Consent Agenda comprised of the; 1) May 26, 2016 Regular Board; June 8, 2016 Special Board; June 21, 2016 Finance; and June 22, 2016 Personnel Committee minutes with correction to the Personnel Committee minutes on commencement time of 9:30 am and adjournment at 10:30 am. 2) Claims and payroll in the amounts of \$1,065,928.84; 3) Bad Debts and

Charity care in the amounts of \$102,406.77 and \$95,867.13 respectively. Larry McCourtie seconded the motion. The motion passed unanimously.

**Patient Satisfaction:** Mindy Gonzalez presented patient satisfaction surveys for ER services and Inpatient services.

**Financial Report:** For the month ending, May, 2016, OCH incurred an operating gain (including approximately \$50,573 in hospital levy; \$39,765 in EMS levy) in the amount of \$3,034 with investment gain of \$33,176 for a total net gain of \$36,210; year-to-date operating loss (including approximately \$252,865 in hospital levy; \$198,825 in EMS levy;) was \$439,176 with investment gain of \$156,526 for a year-to-date loss of \$282,650.

**Old Business:** Ambulance Committee has elected to go with Braun Northwest for the Northstar Ambulance E450 V10 gas engine Demo. It appears that it may be approximately \$35,000 under budget. The committee will be working with Braun Northwest on additions requested by the committee and hope to have order placed within the next two weeks. Estimated date of delivery is 30 to 60 days.

**Pickup replacement:** We need to replace the pickup and have been unable to locate a good quality pickup through an auction. Terry Thompson made a motion to approve an increasing the price to \$15,000.00 including taxes, license, etc. and possibly go through a dealership to find a dependable pickup with low mileage. Bob Carlson seconded the motion. The motion passed unanimously.

**New Business:** The Commissioners reviewed and discussed the 2014-2015 Strategic Vision plan. Connie gave an update date on 1) Partnership with CBHA regarding monthly meetings, referrals, keeping patients in town, new clinic progress, and any new services that might be expected by both CBHA and OCH; 2) Telemedicine is growing slowly. Nursing has been able to provide Wound and Parkinson telemedicine and are working with Kadlec on Telestroke in the ER; 3) New surgery service provided by Dr. Callerman, Podiatrist; 4) Customer Service training has been provided to staff and possibly more training throughout the next year; 5) The hospital has become more visible and involved in the community and community events such as; Fair booth at Adams County Fair, Health fair with CBHA, Open house with Adams County Fire Department, Chamber members, OB Birthing Classes, and Breast Cancer Awareness. It was the consensus of the Commissioners to continue with the vision plan and review in a year.

Connie discussed with the Commissioners on how they felt about using their tablets for meetings, monthly calendars and save the date items. All the Commissioners agreed that using the tablets and receiving monthly calendar with save the date has been very helpful.

Commissioners have requested to have their pictures taken and posted within the hospital. Mindy and Mary will work on this.

**Nursing Report:** Admission restriction and diversions for May was deferred until next month, as Rhonda Golladay was not present.

Tina discussed orientation of Per Diem RN's for acute care, postpartum patients and newborns with the goal of freeing up the regular RN's to be available to care for active laboring patients and OB checks.

**Patient Story:** Connie discussed an ER patient transfer that took about eight hours to find a hospital with a bed available. Patient was eventually transferred to University Hospital in Seattle, WA. Connie also talked about a patient who was on vacation and needed to have her yearly mammogram done and how impressed she was with all of the hospital staff with their positive attitudes and professionalism.

**CEO Report:** On July 11, 2016, Life flight will be having training with the EMT's and will be landing in the back parking lot.

EMS levy is due in 2017. EMT's are working on some community events that they would like to be involved in to help get some good positive comments out in the community prior to levy.

WSHA PAC information was handed-out for all Commissioners.

Connie reviewed the newspaper article that came out in the Tri-City Herald concerning the Skagit County Superior Court ruling on Public Hospitals providing abortions on site. There are still a lot of questions that need to be addressed. WSHA will be working closely with all Public Hospitals concerning this matter.

Mary discussed employee activities for July 2016. Employee "Red, White, and Blue" potluck will be June 30, 2016 for 4<sup>th</sup> of July at 7:30 a.m. Annual employee pool/BBQ party is scheduled for Thursday July 21, 2016 at Lions Park.

**Articles:** The Board reviewed articles regarding. "Electronic health records: Are they working" from Vancouver Business Journal, June 17, 2016; "Spokane hospitals prepared for mass trauma situation" from Krem.com, June 14, 2016; "HIPAA No Excuse for Orlando Families Delayed Information about Shooting Victims" from nbcrightnow.com, June 13, 2016; "Controversy erupts over Medicare observation care requirements" from nwc.com, June 11, 2016; "OIG: Washington exchange site needs better security" from WSHA, June 10, 2016; "Total health care costs for typical family will top \$25,000 this year" from nwc.com, May 26, 2016; "More affordable health insurance option urged for Washington", from king5.com, May 2, 2016

**Process Feedback:** Bob Carlson questioned if the Commissioners needed to vote on the step increase recommended by the Personnel Committee per Board Policy 12. Lynda Bowers made a motion to approve a three-step merit increase for an Admitting Clerk. Larry McCourtie seconded the motion. The motion passed unanimously.

**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 7:38 p.m. Executive session was extended for another 10 minutes.

**Resumption of Open Session:** The open session resumed at 8:13 p.m.

**Adjournment:** The meeting adjourned at 8:13 p.m.



Bob Carlson, Secretary