



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 August 24, 2017
Board Meeting: 4:00 p.m.
Dinner with Auxiliary 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. July 27, 2017 Regular Board; August 22, 2017 Finance; August 23, 2017 Personnel Committee meeting minutes
 - B. Claims and payroll
 - C. Bad debts and charity care
8. Patient Satisfaction Survey
9. Financial and Statistical Report
10. Old Business:
11. New Business:
 - A. Approval of Interlocal Agreement 17-08
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
August 24, 2017**

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

Others Present: Connie Agenbroad, Mark Bunch, Tina Bernsen, Mindy Gonzalez, Mary Garza, and Roger Roylance

Call to Order: President McCourtie called the meeting to order at 4:00 p.m. President McCourtie announced that the meeting is being recorded. President McCourtie asked if everyone could hear him. All present acknowledged they could hear him.

Comments from Audience: None

Medical Staff Report: None

Department Report: Connie Agenbroad introduced Roger Roylance, Maintenance Director. Roger has been at Othello Community Hospital for 16 years working in the maintenance department.

Conflict of Interest Declarations: None

Approval Consent Agenda: Bob Carlson made a motion to approve the Consent Agenda comprised of the; 1) July 27, 2017 Regular Board; August 22, 2017 Finance; and August 23, 2017 Personnel Committee Minutes. 2) Claims, payroll, payroll taxes, and Auxiliary in the amount of \$1,328,921.30. 3) Bad Debts and Charity care in the amounts of \$85,704.12 and \$47,346.58 respectively. Terry Thompson seconded the motion. The motion passed unanimously.

Patient Satisfaction: Mindy Gonzalez presented patient satisfaction surveys for Inpatient, Outpatient, and ER services

Financial Report: For the month ending, July, 2017, OCH incurred an operating loss (including approximately \$50,573 in hospital levy; \$39,765 in EMS levy) in the amount of \$417,371 with investment gain of \$31,761 for a total net loss of \$385,610; year-to-date operating loss (including approximately \$354,011 in hospital levy; \$278,355 in EMS levy;) was \$1,266,820 with investment gain of \$217,029 for a year-to-date loss of \$1,049,791.

Mark Bunch explained that the reason purchased services are over budget has to do with Meditech upgrade. This is because amounts that were included in the capital budget for

the Meditech upgrade cannot be capitalized under current guidelines for IT capital projects. Mark Bunch stated that he would probably need to come back to the board either November or December to ask for an adjustment to the 2017 budget.

Old Business: The EMS levy passed. Larry McCourtie thanked Bob Carlson for his leadership of the EMS committee. The EMS committee did a great job.

New Business: Approval of Resolution 17-08: Connie Agenbroad explained that even though the Commissioners passed a motion at the July 27, 2017 board meeting to allow Connie Agenbroad as District CEO to sign the interlocal agreement with Public Hospital Districts from Ritzville, Grand Coulee, Moses Lake, Quincy, Ephrata, Odessa, and Davenport, there should have been a resolution for approval. Lynda Bowers made a motion to approve Resolution 17-08. Terry Thompson seconded the motion. The motion passed unanimously.

Administrative Report:

Nursing Report: Tina Bernsen reported that there were two (2) restrictions in July with zero (0) diversions.

Patient Story: Tina Bernsen gave a report on a hospice patient and how well Othello Community Hospital and Hospice worked together to ensure excellent patient care and family support.

CEO Report: Connie Agenbroad reported that Dr. Callerman, Podiatric from Moses Lake may increase his surgeries and may do some surgeries on Friday.

Connie Agenbroad stated that at this time she is still waiting to hear when the new dentist for CBHA will arrive.

Ultrasound hours will be increased to be able to provide ultrasounds on Saturdays and Sundays from 9:00 a.m. to 9:30 p.m. Ultrasound will be available Monday through Thursday from 7:30 am to 8:00 pm and Friday 7:00 am to 5:30 pm. CBHA has been notified. These extended hours will also be available for any ER patient needing an ultrasound.

October 12th-13th is the annual WSHA meeting in Seattle. The board governance meeting will be held on the 13th. The final agenda for these meetings have not been completed by WSHA at this time.

Connie Agenbroad and Mindy Gonzalez attended a meeting in Leavenworth with the Department of Retirement to learn more about the reporting requirements and what qualifies an EMT to be enrolled in the Department of Retirement System. There is still some confusion in the wording on what qualifies an EMT to enroll. We have until September 30, 2017 to report to the Department of Retirement if any EMT's meet the requirement to be enrolled in the state retirement system.

Department Managers are working on their 2018 budget. Finance committee will need to meet for a capital equipment request with departments. Bob Carlson and Terry Thompson will check on what days they are available and will let Mary Garza or Mark Bunch know.

Mark Bunch and Connie Agenbroad attended a webcast regarding Meaningful Use audits by state. This audit will only include the 68 hospitals that were not included in the first audit. We still have not received any notice from the state as to what is happening with the 19 hospitals (Othello was included) that may have been overpaid Meaningful Use money.

Connie Agenbroad has been working with NES concerning the hospital's contract for ER physicians. NES is proposing an increase of \$15.00 per hour, which is estimated at \$170.00 per hour to include blending billing rate for weekend and holiday pay. Connie has contacted five other surrounding hospitals and the going rate appears to be between \$150.00 to 185.00. Connie had a discussion with another ER contractor "DocsWhoCare" and the going rate is \$155.00 to \$165.00 this does not include a blended rate. DocsWhoCare are from Kansas and have one hospital in Washington, which is Coulee City. NES has extended the hospital's contract to December 1, 2017. Connie will continue discussion with NES.

Connie Agenbroad received some more information regarding the proposed sleep clinic from Dr. Nand and Jesse Torres. There are some concerns as to the cost to the hospital. Connie will be meeting with Dr. Nand and Jesse Torres to discuss further. Dr. Nand and Jesse Torres did present to the Medical Staff and there was positive feedback and support for referrals should we choose to implement a sleep clinic. In fact, Dr. Schuler stated that he had to send a patient to Brewster because of such a long wait in the Tri Cities.

Connie Agenbroad handed out information to the Commissioners regarding yearly blood work.

Articles: The Board reviewed articles regarding. "Skagit Regional Health expanding abortion services after lawsuit", from goskagit.com, August 22 2017; "CMS requires water management program; Legionella tabletop 10/30 in Tukwila", from WSHA, August 2, 2017; "Molina reports \$230M net loss in Q2, announces ACA exchange pullback", from Becker's Hospital Review, August 3, 2017; "Elderly most likely to be hospitalized for opioids in Washington State", from q13fox.com, August 10, 2017; and reviewed Thank you cards from patients and family members.

Process Feedback: Bob Carlson discussed WSHA PAC. He handed out information on how to donate.

Larry McCourtie questioned Commissioners about using surfaces or having printed board packets for the board meetings. Lynda Bowers, Terry Thompson, and Larry McCourtie would prefer a printed board packet. Shirley McCullough and Bob Carlson will use their surfaces to view the board packet. Mary Garza will prepare three printed board packets for Commissioners Lynda Bowers, Terry Thompson, and Larry McCourtie. Mary Garza will call the Commissioners when the packets are ready to be picked up.

Executive Session: Executive Session: President McCourtie stated that the Board would meet in closed Executive Session 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 5:17 p.m.

Resumption of Open Session: The open session resumed at 5:37 p.m.

Connie Agenbroad and Tina Bernsen reviewed the WSHA Patient Safety Comparison Report 1st Quarter 2017 with the Commissioners.

Commissioners discussed getting jackets with the hospital logo and name. Mary Garza will contact Anytime Fitness (Janelle Anderson) to see what might be available.

Mary Garza discussed the hospital fair booth at the Adams County Fair on Wednesday September 13 through Saturday September 16, 2017. Commissioners were encouraged to sign up. The EMT's will be doing the First Aide Station.

The Board adjourned for at 5:55 p.m. for 5 minute break.

Resumption of Open Session: The open session was resumed at 6:00 p.m.

Auxiliary Present: Mary McCourtie, Jenny McCourtie, Janelle Jones, Kay Jones, Lynette Caruthers, and Sharon Rogers

Auxiliary Report: Mary McCourtie Auxiliary President presented the Board of Commissioners at check for \$20,000.00 to be used to help purchase a Stryker Maternity

Bed for the hospital. The Commissioners thanked the Auxiliary for all that they do for the hospital.

Adjournment: The meeting adjourned at 6:18 p.m.

Respectfully submitted,

Bob Carlson

Bob Carlson, Secretary