



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

[www.othellocommunityhospital.org](http://www.othellocommunityhospital.org)

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

Thursday September 22, 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/Guest Presentation
  - A. Award presentations:
    - Most Wired
    - Gold Status 2016 Immunize Washington
  - B. Marc Johnston and Marcy Cheadle – Engage/INHS  
Meditech 6.1 presentation
6. Conflict of Interest Declarations
7. Consent Agenda
  - A. August 25, 2016 Regular Board; September 20, 2016 Finance; September 21, 2016 Personnel Committee Minutes
  - B. Claims and payroll
  - C. Bad debts and charity care
8. Patient Satisfaction Survey
9. Financial and Statistical Report
  - A. FY 2017 Budget - Preliminary Draft/Budget Hearing Date
10. Old Business
  - A. Update on Ambulance
  - B. Commissioner's Pictures

11. New Business
  - A. Reschedule October 27, 2016 Regular Board Meeting
  - B. Approval for repairs of water leak in back parking lot
  - C. Approval of invoice from Trane
  
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  
September 22, 2016**

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

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

**Guest:** Marc Johnston and Marcy Cheadle from Engage/INHS

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

Terry Thompson made a motion to excuse President McCullough from the meeting. Larry McCourtie seconded the motion. The motion passed unanimously

**Comments from Audience:** None

**Auxiliary Report:** The Golf outing has been scheduled for Saturday, June 24, 2017. The next meeting will be held in January 2017.

**Medical Staff Report:** None

**Department Report/Guest Presentation:** Connie presented three awards that the hospital had recently received.

1. Beautification Curb Appeal Award
2. Most Wired Award
3. Gold Status 2016 Immunize Washington

Marc Johnston and Marcy Cheadle presented an overview of Meditech 6.1.

**Conflict of Interest Declarations:** None

**Approval Consent Agenda:** Bob Carlson made a motion to approve the Consent Agenda comprised of the; 1) August 25, 2016 Regular Board; September 20, 2016 Finance; and September 21, 2016 Personnel Committee Minutes. 2) Claims and payroll in the amounts of \$1,100,681.15; 3) Bad Debts and Charity care in the amounts of \$123,893.83, and \$57,134.23 respectively. Terry Thompson seconded the motion. The motion passed unanimously.

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

**Financial Report:** Mark Bunch presented FY 2017 Draft Budget. FY 2017 Budget Hearing will be held Thursday, October 20, 2016 at 6:00 pm

For the month ending, August, 2016, OCH incurred an operating loss (including approximately \$50,573 in hospital levy; \$39,765 in EMS levy) in the amount of \$247,356 with investment gain of \$33,353 for a total net loss of \$214,356; year-to-date operating loss (including approximately \$404,584 in hospital levy; \$318,120 in EMS levy;) was \$763,533 with investment gain of \$256,599 for a year-to-date loss of \$506,933.

**Old Business:** The new ambulance is here and getting ready to be prepped for decals and detailing.

The Commissioners reviewed their pictures that will be placed in the hospital.

**New Business:** Terry Thompson made a motion to approve Resolution 16-03 to adjourn and reschedule the Regular Board meeting from October 27, 2016 to October 20, 2016. Larry McCourtie seconded the motion. The motion passed unanimously.

Larry McCourtie made a motion to approve an invoice for repairs of irrigation water leak in back parking lot from Joe's Excavation, Inc. for the amount \$5,003.37. Terry Thompson seconded the motion. The motion passed unanimously.

Bob Carlson made a motion to approve an invoice from Trane for the amount of \$7,303.00. Larry McCourtie seconded the motion. The motion passed unanimously.

Bob Carlson made a motion to approve up to \$20,000 for the purchase of a power stretcher for the new ambulance. Terry Thompson seconded the motion. The motion passed unanimously.

**Nursing Report:** Admission restrictions and diversions for August were deferred until the October meeting.

**Patient Story:** Connie Agenbroad reviewed thank you letters received by the EMS crew from two families.

**CEO Report:** Connie Agenbroad reviewed the WSHA Annual meeting agenda and reminded the Commissioners that the meeting has been moved to the Marriot Hotel.

Regional Governance and Leadership Education is on Tuesday, October 18, 2016 in Moses Lake at 5:15.

CBHA has hired a Pedodontist (dentist) and is expecting him to be here sometime in November 2016. There are approximately 90 children on a waiting list at CBHA for dental surgery.

On September 20<sup>th</sup> – 21<sup>st</sup>, the laboratory department had their annual laboratory inspection and had an excellent report. There were three (3) minor deficiencies noted for incomplete record documentation.

Hospital staff is preparing for the annual hospital state inspection that is due anytime.

Connie Agenbroad thanked the Commissioners on all their help with the Fair Booth. The booth was a great success.

Connie Agenbroad attended WSHA Hospital Governance Board meeting on September 13<sup>th</sup> and 14<sup>th</sup> in Seattle. The committee is working on some education training materials for hospital board members such as; governance competencies, webcast education, on line voluntary certification program, and community involvement.

**Articles:** The Board reviewed articles regarding. “Skagit Regional Health appeals abortion ruling from goskagit.com, September 9, 2016; “Washington receives grant to help prevent opioid overdose and deaths” from nbcrightnow.com, September 13, 2016; “New data show drop in Washington hospital readmission” from stateofreform.com, September 13, 2016; “Washington Exchange approves 46 plans from 7 carriers” from stateofreform.com, September 8, 2016; “How patients rank Washington/s hospitals” from seattletimes.com, August 23, 2016.

**Process Feedback:** None

**Executive Session: Executive Session:** Vice-President Bowers 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 8:00 p.m.

**Resumption of Open Session:** The open session resumed at 8:20 p.m.

**Adjournment:** The meeting adjourned at 8:20 p.m.

A handwritten signature in cursive script that reads "Bob Carlson".

Bob Carlson, Secretary