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www.othellocommunityhospital.org

Thursday, October 26, 2017
FY 2018 Budget Hearing 4:00 pm
Board Meeting: Immediately Upon Conclusion of Public Hearing
CONFERENCE ROOM

FY 2018 Budget Hearing

1. Call to Order
2. FY 2018 Budget Presentation by Mark Bunch
3. Acceptance of Public Testimony
4. Adjournment

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

Thursday October 26, 2017

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. September 28, 2017 Regular Board; October 24, 2017 Finance; October 25, 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 Budget Resolution 17-09
- B. Approval of Hospital Tax Resolution 17-10
- C. Approval of EMS Tax Resolution 17-11
- D. Approval of Meeting Adjournment/Reschedule Resolution 17-12

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
Public Hearing Budget Minutes
Thursday October 26, 2017**

Present: Lynda Bowers, Shirley McCullough, Bob Carlson, Larry McCourtie

Others Present: Connie Agenbroad, Mark Bunch, Mindy Gonzalez, Tina Bernsen, Mary Garza, Karen Palmer, Brandy Kissler, Madison Kissler, Roger Roylance, Jim Lomax, and Representative Joe Schmick

Call to Order: President McCourtie called the hearing 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.

Shirley McCullough made a motion to excuse Terry Thompson from the meeting. Bob Carlson seconded the motion. The motion passed unanimously.

Summary of FY 2018 Budget: Mark Bunch presented a summary of the FY 2018 operating and capital budgets, cash flow projections, hospital pricing comparison, and scenarios depicting a hospital price increase of 0%, 1%, 3%, 5%, 7% and 9% effective January 1, 2018.

Testimony from Audience: No testimony was submitted.

Adjournment: President McCourtie declared the hearing adjourned at 4:15 p.m.

Respectfully submitted,

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

Bob Carlson
Secretary



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**Adams County Public Hospital District No. 3
Board of Commissioners Meeting Minutes
October 26, 2017**

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

Others Present: Connie Agenbroad, Mark Bunch, Mindy Gonzalez, Tina Bernsen, Mary Garza, Karen Palmer, Brandy Kissler, Madison Kissler, Roger Roylance, Jim Lomax, and Representative Joe Schmick

Call to Order: President McCourtie called the meeting to order at 4:15 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.

Bob Carlson made a motion to excuse Terry Thompson from the meeting. Shirley McCullough seconded the motion. The motion passed unanimously.

Comments from Audience: None

Auxiliary Report: None

Medical Staff Report: Medical Staff recommends Board approval for the following: Provisional Staff CBHA: Laura Ely, ARNP; Meghan Endsley, PA; Dr. Frank Traficante, DDS.; Provisional Staff NES: Dr. Jeremy Johnson, M.D.; Dr. Eric Stirling, M.D.; Dr Donald Fletcher, M.D.; OCH Provisional Staff: Angela Martinez, CRNA; Aaron Lancaster, CRNA; Kelli Camp, CRNA; and Provisional Staff Integra Imaging: Dr. Leslie Russell, M.D.; Dr. David Holznagel, M.D.; and Dr. Brian Rich, M.D. Lynda Bowers made a motion to approve Medical Staff reappointments. Shirley McCullough seconded the motion. Bob Carlson asked for a clarification on what Provisional staff meant. Mindy Gonzalez explained that provisional staff is for a period of six (6) months and then will be moved to active status. The motion passed unanimously. Mindy Gonzalez introduced Karen Palmer, Medical Staff Coordinator.

Department Report/Presentation: Mary Garza gave a brief overview of the Career Day that was held on October 12, 2107 at the Othello High School. The hospital had representation from Nursing, Lab, EMS, and R.T.

Madison Kissler gave a brief presentation on her community service project she would like to do here at the hospital. Her goal is to become a pediatric oncology registered nurse.

Representative Joe Schmick gave a brief overview of what was is happening at the state and federal level concerning rural healthcare, critical access hospitals, and behavior

health funding. The Commissioners thanked him for attending the meeting and for his continued support.

Conflict of Interest Declarations: None

Approval Consent Agenda: Bob Carlson made a motion to approve the Consent Agenda comprised of the; 1) September 28, 2017 Regular Board; October 24, 2017 Finance; and October 25, 2017 Personnel Committee Minutes. 2) Claims, payroll, payroll taxes, and Auxiliary in the amount of \$1,378,924.12. 3) Bad Debts and Charity care in the amounts of \$96,395.58 and \$47,077.57 respectively. Lynda Bowers seconded the motion. The motion passed unanimously.

Patient Satisfaction: Mindy Gonzalez presented the most recent Press Ganey Report on Inpatient satisfaction.

Financial Report: For the month ending, September, 2017, OCH incurred an operating loss (including approximately \$50,573 in hospital levy; \$39,765 in EMS levy) in the amount of \$209,917 with investment gain of \$26,555 for a total net loss of \$183,362; year-to-date operating loss (including approximately \$455,157 in hospital levy; \$357,885 in EMS levy;) was \$1,179,195 with investment gain of \$270,378 for a year-to-date loss of \$1,034,140.

Mark Bunch again explained that the reason purchased services are over budget has to do with the 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: None

New Business:

Approval of Budget Resolution 17-09: Bob Carlson made a motion to approve Resolution 17-09, authorizing a FY 2018 Budget with \$18,169,450 in operating expenses, \$288,500 in capital expenditures, and a 5% average increase in hospital rates. Shirley McCullough seconded the motion. The motion passed unanimously.

Approval of Hospital Tax Resolution 17-10: Bob Carlson made a motion to approve Resolution 17-10, authorizing a FY 2018 regular hospital levy in the amount of \$873,500. Lynda Bowers seconded the motion. The motion passed unanimously.

Approval of EMS Tax Resolution 17-11: Bob Carlson made a motion to approve Resolution 17-11, authorizing FY 2018 special EMS levy in the amount of \$555,000. Lynda Bowers seconded the motion. The motion passed unanimously.

Approval of Meeting Adjournment Resolution 17-12: Shirley McCullough made a motion to approve Resolution 17-12, adjourning the November 23, 2017, regular Board meeting and rescheduling it to November 30, 2017 at 4:00 p.m. Lynda Bowers seconded the motion. The motion passed unanimously.

Nursing Report: Admission restrictions for September were deferred until November meeting.

Patient Story: Tina Bernsen discussed that over the last 1-2 years the hospital has seen an increase in Opioids use particularly in the hospital patient population and having to care for mothers and newborns. The hospital staff has progressively worked toward helping these patients. There are times that the staff will call CPS (Child Protective Services) to ensure the safety of the newborn.

CEO Report: Connie Agenbroad informed the Commissioners there 61 days for go live on Meditech 6.1. The hospital staff has been attending mandatory training meetings. The test system is available for all staff. On New Year's Eve December 31, 2017, there will be several staff members, Engage staff, and Meditech staff here as go live is January 1, 2018 at 1 (one) minute after midnight. Connie Agenbroad has promised the crew a New Year's Eve party. Engage will have the current system (Meditech Magic) available to the hospital but will not add any further updates.

Flu vaccines are now in the process of being given to employees, board members, and auxiliary members. December 1, 2017 is the last day employees, board members, and auxiliary members can receive the flu vaccines. The hospital will be strictly enforcing the hospital policy, which states if the employee, board member, or auxiliary member has not had a flu vaccine by December 1, 2017, they will be required to wear a mask while at work or in the hospital during the flu season.

Connie Agenbroad informed the Commissioners the hospital has had one (1) insurance meeting with the hospital insurance committee. The hospital is looking at a possible 16% increase to the medical insurance. Depending on the recommendation of the insurance committee, there may be a possibility of needing a special board meeting should the hospital need to change the Board Policy-005 Insurance Benefits.

Connie Agenbroad discussed revising the employee intranet to add such things as patient safety reports, patient satisfaction report and have the employee intranet be the central location for all job postings. This would eliminate having to post jobs opening in several locations within the hospital. The intranet would be the central location for job postings and also posted outside the Human Resource office.

Connie Agenbroad reviewed with Commissioners the book they all received at the annual meeting called Board Essentials. Connie Agenbroad encouraged the board to review and possibility discuss at the December board meeting.

Articles: The Board reviewed articles regarding. "UW team doctor helps treat gorilla with leg injury", from, khq.com, October 17 2017; "State losing millions over delay in checking Medicaid applications, audit day", from spokesman.com, October 10, 2017; "Officials; 70,000 in state face higher premiums", from Seattletimes.com, October 15, 2017; "The Latest: States ask court to force health care subsidies", from seattlepi.com, October 18 2017; Thank you from an employee.

Connie Agenbroad informed the Commissioners that Hope Irwin, RN has resigned after 17 years effective November 7, 2017. She has accepted a job as a traveling nurse. She has agreed to be per diem for the hospital.

Mary Garza reviewed "A lather of love and gesture of gratitude", from The Sun Tribune. Commissioners were shown the gift bags that were put together by Heather Quigley and the Radiology staff for each woman who had a screening mammogram done.

Process Feedback: None

President McCourtie stated there would be no executive session.

Adjournment: The meeting adjourned at 5:38 p.m.

Respectfully submitted,

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

Bob Carlson, Secretary