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

Tuesday, December 27, 2018

Board Meeting: 4:00 p.m.

Light Dinner to follow

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. November 29, 2018 Regular Board; December 4, 2018 Board Policy; December 26, 2018 Finance; and December 26, 2018 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:
  - A. Dates to interview candidates for Board Appointment
11. New Business:
  - A. Approval of Governing Bylaws
  - B. Approval of Board Policy (BP46) Paid Sick Leave
  - C. CEO Contract
  - D. Appointment of Nominating Committee for Board Officers for 2019
  - E. Approval to defer appointments for 2019 Board Committees until January 24, 2019 Regular Board Meeting

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) 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 30 minutes.

16. Adjournment



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**Adams County Public Hospital District No. 3  
Board of Commissioners Meeting Minutes  
December 27, 2018**

**Present:** Shirley McCullough, Bob Carlson, Lynda Bowers, and Gayle Bohannan

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

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

**Comments from Audience:** None

**Medical Staff Report:** None

**Department Report:** Marcia Bougher gave a brief overview of some issues with gastroscopes/colonoscopes and the need for replacement of AER cleaning equipment.

**Conflict of Interest Declarations:** None

**Approval Consent Agenda:** Bob Carlson made a motion to approve the Consent Agenda comprised of the; 1) November 29, 2018; Regular Board; December 4, 2018 Board Policy; December 26, 2018 Finance; and December 26, 2018 Personnel Committee Minutes. 2) Claims, payroll, payroll taxes, and Auxiliary in the amount of \$1,191,237.53 3) Bad Debts and Charity care in the amounts of \$99,793.76 and \$62,505.19 respectively. Lynda Bowers seconded the motion. The motion passed unanimously.

**Patient Satisfaction:** None

**Financial Report:** For the month ending, November, 2018, OCH incurred an operating loss (including approximately \$36,180 in disproportionate share; \$72,791 in hospital levy; and \$46,250 in EMS levy) in the amount of \$192,951 with investment gain of \$23,495 for a total net loss of \$169,459; year-to-date operating loss (including approximately \$397,983 in disproportionate share; \$800,708 in hospital levy; and \$508,750 in EMS levy;) was \$3,025,007 with investment gain of \$252,999 for a year-to-date loss of \$2,772,008.

Mark Bunch gave an update for YTD budget for 2018. Last month the Board approved to increase the budget by \$950,000. The hospital has used about \$890,000 of the \$950,000 increase which should be on budget.

**Old Business:** Connie Agenbroad discussed dates for interviews for Board candidates. There are two candidates interested. Sue Long-Hosek is a new candidate and Jesse (Weno) Dominguez who was interviewed in July 2018 and asked that we review his application. It was the consensus to have Sue Long-Hosek come in for an interview and review Jesse (Weno) Dominguez prior interview and application. Two dates were suggested, Friday January 4, 2019 at 1:00 pm or Monday January 7, 2019 at 2:00 pm. Administration will contact Sue Long-Hosek for dates for an interview. Mary Garza will contact the Board once the date and time have been set.

**New Business: Approval to purchase AER cleaning equipment not to exceed \$40,000.00:** Lynda Bowers made a motion to approve the purchase of AER cleaning equipment not to exceed \$40,000.00. Gayle Bohannan seconded the motion. The motion passed unanimously.

**Approval of Governing Bylaws:** Lynda Bowers made a motion to approve the Governing Bylaws with the correction on page 6 Section 8 RCW 42.32.030 to RCW 42.30.035. Bob Carlson seconded the motion. The motion passed unanimously.

**Approval of Board Policy (BP46) Paid Sick Leave:** Lynda Bowers made a motion to approve Board Policy (BP46) Paid Sick Leave. Bob Carlson seconded the motion. The motion passed unanimously.

**CEO Contract:** Vice President McCullough deferred discussion of the CEO Contract to executive session per RCW 42.30.110(g) to review and discuss the performance of a public employee.

**Appointment of Nominating Committee for recommendations for Board Officers for 2019:** Vice President McCullough appointed Lynda Bowers and Gayle Bohannan to the nomination committee.

**Approval to defer appointments for 2019 Board Committees until January 24, 2019 Regular Board Meeting:** Gayle Bohannan made a motion to defer appointments for 2019 Board Committees until the January 24, 2019 Regular Board Meeting. Lynda Bowers seconded the motion. The motion passed unanimously.

**Nursing Report:** Rhonda Golladay reported that there were two (2) admission restrictions with zero (0) diversions for November.

**Patient Story:** Rhonda Golladay discussed the quick transfer of a cardiac patient to Sacred Heart. The state's guidelines are from ER door to Balloon is 120 minutes. The patient was transferred from the ER to Balloon was under 98 minutes. The patient's brother called the ER and thanked them for bringing his brother back from the dead. He stated that he does not know much about Othello Hospital other than the hospital works miracles.

**CEO Report:** The employee recognition is scheduled for Thursday February 7, 2019. The theme is "Under the Big Top". The P.T. Department will probably be contacting you regarding your participation.

Connie Agenbroad reported WSHA would be having a webcast on January 17, 2019 on 2019 Washington State Legislative Session Preview. There will be a Special Board Meeting on January 17, 2019 at 12:00 pm.

Connie Agenbroad reported that Engage/INHS did a physical walk through for a security assessment on Thursday December 20, 2018. They were here for about 5 ½ hours. Engage/INHS will send a full report to Connie Agenbroad within a few weeks.

On January 1, 2019, CMS mandates that all hospitals post their charges on the hospital website.

Connie Agenbroad and Mark Bunch have prepared a spreadsheet to upload to Meditech for 2019 charges increases.

**Process Feedback:** Bob Carlson asked if the hospital had to turn into the state something about nursing guidelines. Mark Bunch explained that the nursing staffing committee has reviewed and updated the nursing staffing plan and will be sent to the Department of Health.

**Executive Session:** The Board will meet in closed Executive Session per: 1) 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 30 minutes.

**The Executive Session** convened at 5:03 p.m. At 5:33 p.m., the executive session was extended for 15 minutes.

**Resumption of Open Session:** The open session resumed at 5:48 p.m.

**Approval of CEO Contract:** Lynda Bowers made a motion to renew the CEO contract with Connie Agenbroad for one year extending the expiration of the agreement to January 1, 2020. Bob Carlson seconded the motion. The motion passed unanimously.

**Adjournment:** The meeting adjourned at 5:53 p.m.

Respectfully submitted,

*Bob Carlson*

Bob Carlson, Secretary