



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**

Tuesday June 22, 2017
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. May 23, 2017 Regular Board; June 20, 2017 Finance; June 21, 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:
 - A. EMS Levy Committee update
11. New Business:
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 10 minutes.

16. Adjournment



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
Board of Commissioners Meeting Minutes
June 22, 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 Jim Lomax

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

Auxiliary Report: Mary Garza reported that the Auxiliary Golf Outing will be Saturday June 24, 2017. Golf tee time will start at 12:00 pm and dinner at 5:00 pm. Everything is going very well. For the main auction, there are 35 items, 26 items for the silent auction, and are still getting a few more items. There are 9 teams signed up with about 41 golfers. There are 37 dinner tickets already sold. The Auxiliary will have a debit card machine for people to pay for dinner tickets and auction items.

Medical Staff Report: None

Department Report/Guest Presentation: None

Conflict of Interest Declarations: None

Approval Consent Agenda: Bob Carlson made a motion to approve the Consent Agenda comprised of the; 1) May 23, 2017 Regular Board; June 20, 2017 Finance; and June 21, 2017 Personnel Committee Minutes. 2) Claims, payroll, payroll taxes, and Auxiliary in the amount of \$1,409,807.44 3) Bad Debts and Charity care in the amounts of 108,252.35 and \$84,809.49 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, May, 2017, OCH incurred an operating loss (including approximately \$50,573 in hospital levy; \$39,765 in EMS levy) in the amount of \$123,553 with investment gain of \$31,175 for a total net loss of \$92,378; year-to-date operating loss (including approximately \$252,865 in hospital levy; \$198,825 in EMS

levy;) was \$361,036 with investment gain of \$153,856 for a year-to-date loss of \$207,180.

Mark Bunch reported on the State Audit that was completed on June 16, 2017. State Auditor did issue a management letter regarding timely financial statements to be submitted on a timely basis.

Old Business: Commissioner Carlson gave an update on the EMS levy committee meeting held on Thursday June 15, 2017 at City Hall. Commissioner Carlson stated that the ballots are scheduled to be mailed out around July 12-14, 2017 not July 5-7, 2017 as originally stated by the auditor's office. Total estimated cost for the mailers is about \$900.00. Flyers are done and will be available to hand out to the community. Banners are ready for the 4th of July parade float. The banner will be put up at the golf outing. The committee may have enough money donated to pay for everything and may not have to seek further donations. The next step is focusing on getting the word out to the community. The next meeting is scheduled for June 29, 2017 at 6:30 at City Hall and should have things finalized then. Anyone wanting to walk with the float, we will be meeting on 13th Ave right behind the hospital at 9:30 a.m. The committee will be having a booth at the park during the 4th of July and volunteers are needed. If the levy does not pass in the Primary election, the Board will need to have another resolution ready and to the auditor's office by August 1, 2017. Connie Agenbroad will present the resolution at the July 2017 board meeting.

New Business: None

Nursing Report: Due to the absence of Rhonda Golladay no report was available for admission restrictions for May 2017.

Patient Story: Tina Bernsen gave a report on the Fetal Demise Program that the nursing staff has developed and showed items that are given to the parents when there is a fetal demise.

CEO Report: Connie Agenbroad reviewed the agenda for the Rural Hospital Conference in Chelan. Rooms have been reserved for Sunday night. There is a reception Sunday evening for anyone who would like to attend. RSVP has been done for dinner Monday night with Parker, Smith, and Feeks at the winery.

Connie Agenbroad announced that the Regional Governance meeting for July 18, 2017 has been cancelled and a new date has not been decided as of yet.

There will be a meeting with the CEO group from the Regional Governance on Wednesday June 28, 2017 at 7:30 a.m. All Commissioners are requested to attend this informational meeting.

The MRI Mobile will start seeing patients on Friday July 7, 2017. Connie Agenbroad reviewed the memo that was sent out to all Medical Staff.

Connie Agenbroad reviewed a power point and video concerning a Telehospitalist program from Providence Health Care. Charles Wells from Sacred Heart and Cass Bilodeau from Kadlec presented this to the Medical Staff. This comes from CBHA

requesting some type of assistance for on call providers. As CBHA is losing some providers and is having a difficult time recruiting providers at this time. The medical Staff appears to be positive about this type of program. Dr. Miu did ask about a pediatric program and weekend coverage. This program is designed for 7 pm to 7 am. They might be willing to expand services. According to Providence, they estimate the hospital would need 7 patients per year to break even. There is an estimated cost for the hospital of \$116,000 per year. This could be a win win for the hospital, CBHA, and the community. Connie Agenbroad will be discussing with CBHA and hopefully both the hospital and CBHA can come to some type of partnership in this matter.

Connie Agenbroad discussed the possibility of Washington State shutting down if a budget is not agreed upon by June 30, 2017.

Connie Agenbroad informed the Commissioners that Mary McCourtie had received an email from Sarah Salisbury stating the new dentist would be here and his first surgery date will be August 3, 2017.

Connie Agenbroad informed the Commissioners that all employees would be asked to park in the back parking lot.

Articles: The Board reviewed articles regarding. "Making the hospital a more comfortable place", from WSHA, June 7, 2017; "Northwest Washington State hit with whooping cough", from King-TV June 15, 2017; "Newhouse, McMorris Rodgers Respond to Insurance Rate Increase Requests in Washington State for 2018", from newhouse.house.gov, June 19 2017;"News in individual health insurance could come Monday", from The Daily World, June 16, 2017; and reviewed Thank you cards from patient family and 2nd grade tours.

Mary Garza presented hospital jackets for the Commissioners to review. Commissioners were asked to contact Mary Garza should they want to order a jacket.

Process Feedback: Commissioner Carlson discussed how important it is to support the WSHA PAC. He handed out information on how to donate.

Commissioner McCourtie discussed that on the 4th of July at the park that the Dan Dever Memorial Skate Park would be dedicated at noon. Relay For Life will be held at Lions Park this year.

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 10 minutes.

The Executive Session convened at 5:22 p.m.

Resumption of Open Session: The open session resumed at 5:32 p.m.

Adjournment: The meeting adjourned at 5:32 p.m.

Respectfully submitted,



Bob Carlson, Secretary