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

Thursday, March 23, 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. February 23, 2017 Regular Board; March 21, 2017 Finance; March 22, 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:
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 15 minutes.

16. Adjournment



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**Adams County Public Hospital District No. 3
Board of Commissioners Meeting Minutes
March 23, 2017**

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

Others Present: Connie Agenbroad, Mark Bunch, Rhonda Golladay, Tina Bernsen, Mary Garza, Jim Lomax, Charles Moore, and Brad Horst

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 met on Monday, March 13, 2017. Discussion included: The golf course has been reserved for Saturday June 24, 2017, with a tee time of 12:00 p.m., registration fees will stay the same as last year at \$70.00 per golfer, dinner tickets will also stay the same as last year at \$23.00 per person, sponsorship letters will be mailed out the first week of April with a return due date of June 16, 2017, and department managers will be emailed sponsorship letters to forward on to their vendors. The next Auxiliary meeting will be Monday April 10, 2017.

Medical Staff Report: Medical Staff recommends Board approval for the following reappointments for 2017 Medical Staff: Active Medical Staff: Dr. Monique Small and Dr. Rebecca Locke. Lynda Bowers made a motion to approve Medical Staff reappointments. Bob Carlson seconded the motion. The motion passed unanimously.

Department Report/Guest Presentation: Brad Horst and Charles Moore gave a report on eyewash stations.

Conflict of Interest Declarations: None

Approval Consent Agenda: Bob Carlson made a motion to approve the Consent Agenda comprised of the; 1) February 23, 2017 Regular Board; March 21, 2017 Finance; and March 22, 2017 Personnel Committee Minutes. 2) Claims and payroll in the amounts of \$1,241,208.68 3) Bad Debts and Charity care in the amounts of \$149,789.46 and \$143,614.46 respectively. Terry Thompson seconded the motion. The motion passed unanimously.

Patient Satisfaction: Connie Agenbroad presented patient satisfaction surveys for Inpatient, Outpatient, and ER services

Financial Report: For the month ending, February, 2017, OCH incurred an operating gain (including approximately \$50,573 in hospital levy; \$39,765 in EMS levy) in the amount of \$611,762 with investment gain of \$30,348 for a total net gain of \$721,609; year-to-date operating gain (including approximately \$101,146 in hospital levy; \$79,530 in EMS levy;) was \$375,865 with investment gain of \$60,899 for a year-to-date gain of \$436,763.

Old Business: None

New Business: The first EMS Levy meeting was held on Wednesday March 8, 2017. Committee requested from the Board of Commissioners for a recommendation if they want to rerun the EMS levy. It was the consensus of the Commissioners to rerun the EMS levy. The next meeting is Wednesday April 12, 2017 at 6:30 p.m. at City Hall. Several community members has been asked to serve on the committee such as; Shawn Logan, Angel Garza, Adan Garza, Police Chief, Adams County Sheriff, Dave Sperl, Ann Sperl, Sandy Dodge, Roy Dodge, Don Bullis, Fire Department, and others. Commissioner Lynda Bowers suggested Faith and Rolando Cerrillo. Shawn Logan received some information from Heidi Hunt Adams County Auditor with a couple of different options. We can run a six-year, a ten-year, or a permanent levy. This will be discussed at the April 12, 2017 committee meeting. Connie Agenbroad will be attending the AWP/WSHA CEO retreat and will not be able to attend therefore Jim Lomax EMS Coordinator will take charge of the meeting.

Nursing Report: Rhonda Golladay reported there were zero (0) admission restrictions with zero (0) diversions for February 2017.

Patient Story: Rhonda Golladay reported on an excellent customer service concerning the dietary department. The dietary department came in after midnight to provide drinks and snacks for family during a death of a family member in the ER, The family stated several times on how much they appreciated this and the ER staff. Connie Agenbroad also had several family members contact her to say Thank you.

CEO Report:

On March 15, 2017 was the employee Spring Fling where hamburgers and hotdogs were BBQ for the staff. Arrangements were made with swing shift and night shift to bring a side dish and Connie Agenbroad will come in and BBQ fresh hamburgers and hotdogs. Jim Lomax came in and did all the cooking of hamburgers and hotdogs. A great time was had by all.

Connie Agenbroad will be attending the AWP/WSHA CEO Retreat in Leavenworth.

On April 18, 2017 is the quarterly Regional Governance and Leadership meeting at Pillar Rock in Moses Lake at 5:15.

On April 24, 2017, Connie Agenbroad will be meeting with Better Health Together (Accountable Community of Health), CBHA, Adams County Public Health, and Behavior Health.

CEO/Commissioners Patient Safety Summit in Seattle will be held on May 1st or 2nd. Connie Agenbroad will be staying to attend WSHA Governance Board Meeting. Recommendations are that we all go on May 2nd. Mary Garza will arrange for air flights and registration.

Monday May 8, 2017 Parker, Smith, & Feeks will be here to discuss liability insurance. Meeting times are 10:30-11:00, 11:00-11:30 and 11:30-12:00. Mary Garza will contact the Commissioners regarding which meeting time will work best them.

On March 9, 2017, there was a scheduled network/phone system downtime. Procedures were put into place. Connie Agenbroad discussed procedures with the Charge Nurse, ER Nurse, and Maintenance. Downtime was about 20 to 30 minutes. There a couple of issues the following day but were fixed in a timely manner.

On March 8, 2017, one of the new LED light bulbs shorted out and the light fixture started smoking in the PT exercise room. The fire department responded and found no fire just a lot of smoke. The company who sold the LED light bulbs was contacted and offered to replace all the LED light bulbs (2300) and a pay a contractor to replace them. On March 17, 2017 in the ER med room another bulb shorted out and completely ruined the light fixture. It is believed that the two bulbs came from the same lot number.

On March 14th and 15th staff had their first kickoff meeting with Meditech and INHS/Engage to prepare for 6.1 Meditech system. Core team members will have weekly conference calls with Meditech and INHS/Engage.

On March 9, 2017, Mark Bunch received a public records request for all employees' wages, name, zip code, and job title for 2016. This request came from American Transparency out of Boca Raton, Fl. Our attorney, Jim Fredman was contacted and he assisted in our response. All information requested is under the public records requests.

Connie Agenbroad reviewed the Medicare Outpatient Observation Notice that went into effect March 8, 2017.

Tina Bernsen gave an update on the Zags basketball game. They were tied with five minutes left.

On March 23, 2017 Connie, Rhonda, and Tina met with Dulcye from CBHA and discussed the update of Meditech 6.1 for the hospital and how this will work for the clinic. There is a possibility of an interface between to two facilities. Dr. Sergio Flores is a family practice physician who also does OB/C-section will be starting April 10, 2017. An ARNP who specializes in behavior health will be starting in either August or September 2017. Dulcye did not have any further information concerning the new dental surgeon other that he is waiting for his clinic to be sold. According to Dr. Loveridge there has been an offer made. There is talk that Dr. Schuler and Dr. Locke may be leaving, nothing has been confirmed as of yet. We also discussed with Dulcye about having a meeting with Sound Oxygen Service about providing sleep studies. They have been receiving a lot of referrals from Othello. At one time, Dulcye had mentioned that the clinic may look into providing sleep studies but as of today, she said the clinic was willing to support the hospital in having a sleep clinic. This could be a great benefit to our

community. In May is when the board at the clinic will start the search for a new CEO to replace Greg Brandenburg. They are in the middle of interviewing for a couple of new board members. It appears that the new clinic will be opened after Labor Day.

Connie Agenbroad asked if it was possible to change the date for the May Board Meeting as her grandson is graduating from PLU that same evening. Connie will bring alternate dates to the April 27, 2017 meeting.

Connie Agenbroad presented the folder package that will be used for inpatient admission and discharge paperwork. Ermila Saucedo, April Williamson, Stephani Lind, and Mary Garza worked together on this project and have done an excellent job at getting this started. They are still working on what admission paperwork will be placed in the folder but the staff is using the folder right now for discharge paperwork.

Articles: The Board reviewed articles regarding. "WSHA Inside Olympia", from WSHA, March 13, 2017; "Requirements to Nurse Staff Ratios" from WSHA, January 31, 2017; "CEO: Hospital must stop its own bleeding" from The Star-News, views, and advertising of Grand Coulee Dan Area, March 16, 2017; "Keep Covered, Washington" from WSHA, March 20, 2017; "Proposed Obamacare repeal wouldn't blow hole in state budget-yet" from Politics & Government, March 16, 2017; "Community health centers face uncertainty over Obamacare repeal" from the Hill, January 30, 2017

Process Feedback: None

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 15 minutes.

The Executive Session convened at 5:30 p.m.

Resumption of Open Session: The open session resumed at 5:45 p.m.

Adjournment: The meeting adjourned at 5:45 p.m.

Bob Carlson

Bob Carlson, Secretary