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

Tuesday, November 24, 2015

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
6. Conflict of Interest Declarations
7. Consent Agenda
  - A. October 21, 2015 Budget Hearing; October 21, 2015 Regular Board; October 22, 2015 Building and Grounds; November 12, 2015 Board Policy; November 17, 2015 Building and Grounds; November 23, 2015 Finance; November 23, 2015 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. Studer Group Presentation
11. New Business:
  - A. Approval of Meeting Adjournment Resolution 15-15

- B. Approval of Board Policies BP-033, BP-034, BP-035, BP-036, and BP-037
- C. Appointment of Nominating Committee

12. Administrative Report

- Nursing Report
- Patient Story
- Strategic Planning

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  
November 24, 2015**

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

**Others Present:** Connie Agenbroad, Mark Bunch, Tina Bernsen, Rhonda Golladay, Mindy Gonzalez, Melissa Love, and Tyler Fryberger (Othello Outlook).

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

**Comments from Audience:** None

**Auxiliary Report:** June 25, 2016 has been scheduled for the Auxiliary Golf Outing.

**Medical Staff Report:** None

**Department Report:** None

**Conflict of Interest Declarations:** None

**Approval Consent Agenda:** Bob Carlson made a motion to approve the Consent Agenda comprised of the; 1) October 21, 2015 Budget Hearing; 2) October 21, 2015 Regular Board; 3) October 22, 2015 Building and Grounds; 4) November 12, 2015 Board Policy; 5) November 17, 2015 Building and Grounds; 6) November 23, 2015 Finance; 7) November 23, 2015 Personnel Committee meeting minutes. 8) Claims and payroll in the amounts of \$1,280,210.62; 9) Bad Debts and Charity care in the amounts of \$172,728.30 and \$35,838.65 respectively. Terry Thompson seconded the motion. The motion passed unanimously.

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

**Financial Report:** For the month ending, October, 2015, OCH incurred an operating loss (including approximately \$50,573 in hospital levy; \$39,765 in EMS levy) in the amount of \$215,422 with investment gain of \$29,245 for a total net loss of \$186,177; year-to-date operating loss (including approximately \$505,910 in hospital levy; \$397,650 in EMS levy; and \$355,576 in Meaningful Use year-to-date revenue) was \$339,444 with investment gain of \$315,827 for a year-to-date loss of \$26,617.

**Old Business:** Connie asked the Commissioners to take some time and review information she received from Eliot Diamond from Studer Group so there can be a discussion at the December meeting. Studer video “There are no Just A”S in Healthcare” was shown.

**Approval of Meeting Adjournment Resolution 15-15:** Terry Thompson made a motion to approve Resolution 15-15, adjourning the December 24, 2015, regular Board meeting and rescheduling it to December 22, 2015 at 6:00 p.m. Bob Carlson seconded the motion. The motion passed unanimously.

**Approval of Board Policy:** Bob Carlson made a motion to approve revisions to BP-033 Policy Healthcare Provider Immigration Financial Assistance, BP-034 Shared Leave Program, BP-035 Payroll Policy, BP-036 PTO/EIB Paid Time Off/Extended Illness Benefit, and BP-037 Record Retention as corrected (SCHEDULE to SCHEDULE). Terry Thompson seconded the motion. The motion passed unanimously.

**Nursing Report:** Tina reported that in September there was one (1) reported restrictions with zero (0) diversions. Nursing appears to be getting stable. Still have some new nurses in training. An OB patient who had not planned to deliver here actually did and she was very pleased with her outcome. Christmas day babies will be getting their pictures taken in their Christmas stockings.

**Patient Story:** Connie passed around a couple of thank you cards the hospital received from family members.

**Administrative Report:** Hats and gloves tree will be up starting December 1, 2015. Last year we gave away 116 items. We also will be collecting food and toys. All items will be given to the Adams County Fire Department for the Community basket.

EMTs participated in the Adams County Fire Department open house that was held October 22, 2015. There was great community turn out.

Mindy reported that Premera Blue Cross rate for employee/family medical insurance would decrease 7.5%. We will still be in the grandfather plan with no changes to benefits.

Connie met with Paul Riegel, Assured Hospice from Moses Lake to discuss the possibility of contracting with them for some ancillary services along with some respite care beds. She will be meeting with Tina, Rhonda, and discharge planners/patient care coordinators (Kari and Ermila) to discuss if this is something we might be able to do.

Employee Recognition party is scheduled for Thursday February 4, 2015. The theme is SUPER HEROS

President McCullough handed out CEO evaluations to Commissioners. These need to be returned to Mindy by December 15, 2015.

**Articles:** The Board reviewed articles regarding. “Flu season is here, with vaccines now available for all ages” from sequimgazette.com, November 18 2015; “The right prescription to combat antibiotic resistance/Department of Health” from Courier Herald, November 18, 2015; “Quincy Valley Medical Center begins searching for new administrator” from Ifiberone.com, November 9, 2015;

**Process Feedback:** None

**Executive Session: Executive Session:** President McCullough 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 7:47 p.m.

**Resumption of Open Session:** The open session resumed at 8:10 p.m.

**Adjournment:** The meeting adjourned at 8:10 p.m.

Bob Carlson, Secretary