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

Thursday, January 22, 2015

CONFERENCE ROOM

Light Supper: 5:30 p.m.
Board Meeting: 6:00 p.m.

Regular Board Meeting

1. Call to Order
2. Comments from Audience
3. Medical Staff Report
4. Auxiliary Report
5. Department Report
6. Conflict of Interest Declarations
7. Consent Agenda
 - A. December 18, 2014 Regular Board; January 13, 2015 Special Board; January 20, 2015 Finance; January 21, 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. Board Committee appointments
11. New Business

None

12. Administrative Report
 - A. Nursing Report
 - B. Patient Story
 - C. 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 15 minutes.

16. Adjournment

Adams County Public Hospital District No. 3
Board of Commissioners Meeting Minutes
January 22, 2015

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

Others Present: Mark Bunch, Mindy Gonzalez, Tina Bernsen, Connie Agenbroad, Melissa Love, and Luann Morgan (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: The auxiliary met on January 12, 2015 and elected new officers for 2015:

Co-Presidents: Karen Spanton and Mary McCourtie
Vice-President: Nancy Briggs
Interim Treasurer: Joeleen Barker
Secretary: Lynette Caruthers

The Auxiliary donated \$5,000.00 to the hospital.

They are gearing up for the golf fundraiser on June 27, 2015. The next meeting is February 9, 2015 at 10:00 a.m.

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) December 18, 2014 Regular Board; 2) January 13, 2015 Special Board; 3) January 20, 2015 Finance; 4) January 21, 2014 Personnel Committee; 5) Claims and payroll in the amounts of \$1,350,170.70; 6) Bad Debts and Charity care in the amounts of \$325,302.73 and \$41,908.50, respectively. Terry Thompson seconded the motion. The motion passed unanimously.

Patient Satisfaction: Mindy Gonzalez presented patient satisfaction survey.

Financial Report: For the month ending, December, 2014, OCH incurred an operating loss (including approximately \$45,600 in hospital levy; \$36,300 in EMS levy; and \$54,200 in Meaningful Use monthly revenue) in the amount of \$85,798 with investment gain of \$33,786 for a total net loss of \$52,012; year-to-date operating gain (including approximately \$547,200 in hospital levy; \$435,600 in EMS levy; and \$650,400 in Meaningful Use year-to-date revenue) was \$667,527 with investment gain of \$426,774 for a year-to-date gain of \$1,094,301.

Mark Bunch presented the Approved 2014 Budget: Total Operating Expense of \$16,834,350; excluding Depreciation was \$15,934,350; YTD 2014 Expenses of \$16,315,884; excluding Depreciation was \$15,325,884. For 2014, OCH was below budget by \$5,184.

Mark Bunch presented the 2014 Annual Report from Central Bonded Collectors.

Old Business: President McCullough appointed the following to Board Committees:

- Finance: Bob Carlson and Terry Thompson
- Personnel: Shirley McCullough and Lynda Bowers
- Planning: Bob Carlson and Larry McCourtie
- Building and Grounds: Larry McCourtie and Terry Thompson
- Golf Fundraiser: Larry McCourtie and Lynda Bowers

At the recommendation of President McCullough, a Board Policies Committee was created. President McCullough appointed the following: Shirley McCullough and Bob Carlson.

New Business: None

Nursing Report: Rhonda reported that in November there was one (1) restriction with no diversions and for December there was zero (0) restrictions.

Patient Story: None.

Administrative Report: Connie and Tina met with CBHA/Dulcye on January 7, 2015.

Discussion included:

- 1) Weekend ER rotation for Resident ARNP
- 2) New Clinic is still in the planning session
- 3) Referral patterns
- 4) OB focus group – keep patients in town
- 5) Physician issues

On January 13, 2015 at the PI committee met with Adams County Mental Health and discussed new regulations regarding Single Bed Certification. OCH probably will not entertain a single bed certification.

Sue Dietz from Eastern Washington Critical Access Hospital Network will be here January 27, 2015 to meet with staff.

Connie attended first WSHA governing board meeting on January 9, 2015. This was an orientation for all members. This committee will be working on board education, orientations, and workshops and promoting WSHA patient safety projects. The next meeting is May 29, 2015.

INHS/Telemedicine is the middle of credentialing providers. They estimate approximately 10-15 patients that may benefit from this service. We will need to do some staff training also.

Save the dates:

WSHA/AWPHD Rural Conference in Chelan is June 22-24, 2015.

Auxiliary Golf fundraiser June 27, 2015

Chamber Banquet February 27, 2015 at Bethel Church

Building and Grounds will be meeting with TRANE for a finalization review on January 28, 2015.

City of Othello is working with a company called CGI Communications to enhance their web site. In the enhancement, CGI will produce a series of online videos highlighting all that our community has to offer its residents, visitors and businesses. We have been asked if we would like to have a video of the hospital. CGI would film and produce the video for the hospital and post to the city web site. This video would also be linked to OCH web site. The cost is \$4995.00 for CGI to produce video and then \$1,000.00 yearly fee to maintain. We would use the \$5000.00 donated by the Auxiliary for this. We will ensure the Auxiliary is included in the video.

Articles: The Board reviewed articles regarding “IRS forms to add health insurance queries” from the Associated Press, January 14, 2015; “Medicaid cuts threat to many in Washington State” from Peninsula Daily News, January 2, 2015; “Doctors face big cuts in Medicaid Pay” from www.king5.com, January 4, 2015; “Frustrated Woman Confronts WA Healthcare Exchange in Person” from Newstalk, January 6, 2015; “Gunman opens fire inside ER waiting room at Sunnyside Hospital” from Daily Sun News December 29, 2014.

Process Feedback: None

Executive Session: President McCullough stated that the Board would meet in closed Executive Session for approximately 15 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 15 minutes.

The Executive Session convened at 6:36 p.m. At 6:51 p.m., Executive Session was extended for 5 minutes with public notification.

Resumption of Open Session: The open session resumed at 6:55 p.m.

Adjournment: The meeting adjourned at 6:55 p.m.

Bob Carlson, Secretary