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

Thursday, March 24, 2016

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. February 25, 2016 Regular Board; March 3, 2016 Building and Grounds; March 21, 2016 Board Policy; March 22, 2016 Finance; March 23, 2016 Personnel Committee
  - B. Claims and payroll
  - C. Bad debts and charity care.
8. Patient Satisfaction Survey
9. Financial and Statistical Report
10. Old Business: None
11. New Business: None
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 15 minutes.

### 16. Adjournment



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**Adams County Public Hospital District No. 3  
Board of Commissioners Meeting Minutes  
March 24, 2016**

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

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

**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 is gearing up for the 2016 Golf Outing, which will be held on Saturday June 25, 2016.

**Medical Staff Report:** None

**Department Report:** Paul Riegel from Hospice presented a brief overview of hospice. Hospice and Othello Community Hospital have entered into an agreement to provide services to hospice patients such as Outpatient Labs, Respite Care, and General Inpatient Care. Paul Riegel will be discussing guidelines for hospice care with the Medical Staff and hospital staff on April 12, 2016.

**Conflict of Interest Declarations:** None

**Approval Consent Agenda:** Bob Carlson made a motion to approve the Consent Agenda comprised of the; 1) February 25, 2016 Regular Board; 2) March 3, 2016 Building and Grounds; 3) March 21, 2016 Board Policy; 4) March 22, 2016 Finance; 5) March 23, 2016 Personnel Committee with correction of Shirley McCullough not Shirley McCourtie; 6) Claims and payroll in the amounts of \$1,307,385.87; 7) Bad Debts and Charity care in the amounts of \$152,235.13 and \$31,022.13 respectively. Lynda Bowers seconded the motion. The motion passed unanimously.

**Patient Satisfaction:** Mindy Gonzalez presented patient satisfaction surveys for ER services.

**Financial Report:** For the month ending, February, 2016, OCH incurred an operating gain (including approximately \$50,573 in hospital levy; \$39,765 in EMS levy) in the amount of \$250,233 with investment gain of \$27,231 for a total net gain of \$277,464; year-to-date operating loss (including approximately \$101,146 in hospital levy; \$79,530 in EMS levy;) was \$198,621 with investment gain of \$56,959 for a year-to-date loss of \$141,633.

**Old Business:** None

**New Business: Contingency approval for replacing lab equipment of a failing Blood Culture Instrument:** Mark Bunch presented a request for contingency approval for a Blood Culture Instrument. After discussion, it was the consensus of the Commissioners to replace the equipment now. Bob Carlson made a motion to replace the Blood Culture Instrument not to exceed \$20,000.00. Terry Thompson seconded the motion. The motion passed unanimously.

**Nursing Report:** Rhonda reported that in February there were two (2) reported restrictions with no diversions.

**Patient Story:** Commissioner Larry McCourtie expressed his gratitude for the excellent care his wife received during a recent surgery. Even when he thought, he was turning on the lights but instead turned on the "Code Blue" lights and was surprised how quickly the staff showed up. A good laugh was had by all but the reality is he knows first-hand what a great team Othello Community Hospital has.

**Administrative Report:** Employee Activities will be added to the Commissioners monthly calendar.

May 16<sup>th</sup> through May 20<sup>th</sup> is National Hospital Week and OCH will be hosting 2<sup>nd</sup> grade tours and will be having an employee BBQ on Wednesday May 18<sup>th</sup>. Commissioners are encouraged to participate with the 2<sup>nd</sup> grade tours and attend the BBQ.

Connie received several phone calls from community members thanking the hospital for holding the open house for Dr. R.P. Bunch's semi-retirement.

Elda Deleon, Birth Certificate Clerk received notification from the Department of Health Division of Child Support that Othello Community Hospital was number one in the State of Washington for obtaining paternity acknowledgments for 2015. According to the Division of Child Support Othello Community Hospital had 230 unwed mothers and 204 paternity acknowledgments were filled out and sent to the state. Even though Elda is the main contact, it takes a team to get this done with nursing, interpreters, and other staff involvement.

Connie presented a 2015 update on Othello Community Hospital Essential Care Everywhere project done by Jody Corona for the Washington State Hospital Association and Washington State Department of Health.

Connie announced that Scott Bond, CEO for Washington State Hospital Association has submitted his resignation (retirement) effective January 2017.

Washington State Hospital Association has been opposing legislative requiring uninterrupted meal and rest breaks purposed by nursing unions from 2009 to 2016. The legislature has had seven years to act on this issue and has not done so. Now the Department of Labor & Industries is considering changes to its administrative policy on rest breaks. Labor & Industries is considering a new requirement of a rest break standard provided in a single "blocked" period of time. Washington State Hospital Association has sent comments to the Department of Labor & Industries and has asked each hospital to submit comments. For small hospitals, mandating uninterrupted breaks could/would require hiring additional staff just to ensure break coverage.

On March 23, 2016, a 10-member SWAT team toured Othello Community Hospital as part of the Violence in the Workplace program. They had some excellent suggestions and comments such as; suggesting a remote shutoff for cameras at the nursing station and there was great access to the hospital through the tunnel. The Violence in the Workplace committee will discuss suggestions and comments at their next meeting.

Cliff Richards, Pharmacist will be retiring. He will stay on with OCH until such time we find a replacement. We will be meeting with Med Review, which is our telepharmacy group to discuss the possibly of contracting with them for a Pharmacist.

There are new guidelines on performing CPR and if the Commissioners would like to be trained, Connie can check with Brad Horst and Stan Fuhriman on possibly setting a class up. It was the consensus of the group to be trained.

Sharon Hall from Parker/Smith/Feek will be here Wednesday, May 11<sup>th</sup> to discuss liability insurance renewal.

Rhonda, Tina, and Connie met with Dulcye on Friday March 8, 2016. Discussion included; breaking ground within next couple of weeks for the new clinic; the plan was to start with housing units but have changed to building the new clinic first as they are running out of room; looking for five (5) more providers in Family Practice, OB, and a Ped-orthodontist; joint venture in recruiting General Surgeon; and keeping referrals in town. Dulcye will check with Greg to see if they would be willing to present an update at the April board meeting.

**Articles:** The Board reviewed articles regarding. "Paramedics say having a list of medical conditions on-hand can make saving lives easier" from nbcrightnow.com, March 12, 2016; "Life Flight to assume MedStar operations" from KXLY.com, March 16, 2016; "MedStar integrating with Life Flight Network effective April 1" from khq.com, March 16, 2016; "Obama health law missed 2015 enrollment target" from seattlepi.com, March 11, 2016; "U.S. Sen. Murray helps introduce mental health crisis plan" from kentreporter.com/news, March 8, 2016; "Health Care for Seniors often goes beyond their desires" from kpbx.org, March 8, 2016; "Hospital to build daycare" from grandcoulee.com, March 2, 2016; "Stayin' Alive", from WSHA, March 8, 2016

**Process Feedback:** None

**Executive Session: 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 7:00 p.m.

**Resumption of Open Session:** The open session resumed at 7:15 p.m.

**Adjournment:** The meeting adjourned at 7:15 p.m.



Bob Carlson, Secretary