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

Thursday, January 26, 2017

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. December 22, 2016 Regular Board; January 10, 2017 Special Board; January 24, 2017 Finance; January 25, 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:
  - A. Board Committee appointments
  - B. Approval of changing the start time for Regular Board Meetings

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  
January 26, 2017**

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

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

**Call to Order:** President McCourtie called the meeting to order at 6:00 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 Tuesday January 10, 2017. Golf outing is Saturday June 24, 2017 at the golf course. The Auxiliary reviewed the 2017 capital equipment requests and they have selected the Stryker Wide Transport Stretcher and possibly the Stryker Maternity Bed. Their next meeting is February 21, 2017.

**Medical Staff Report:** None

**Department Report/Guest Presentation:** Connie Agenbroad passed the Olympic Torch to Commissioner Bowers for the Employee Recognition Ceremony.

**Conflict of Interest Declarations:** None

**Approval Consent Agenda:** Bob Carlson made a motion to approve the Consent Agenda comprised of the; 1) December 22, 2016 Regular Board; January 10, 2017 Special Board; January 24, 2017 Finance; and January 25, 2017 Personnel Committee Minutes. 2) Claims and payroll in the amounts of \$1,757,265.36; 3) Bad Debts and Charity care in the amounts of \$190,327.58 and \$76,625.81 respectively. Terry Thompson seconded the motion. The motion passed unanimously.

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

Mark Bunch reviewed the 2016 budget stating that OCH is approximately \$670,000 under budget and no addition request for funding is needed.

Mark Bunch reviewed the 2016 Central Bonded Collectors report stating there was only one (1) lien that was placed on a primary residence filed.

**Financial Report:** For the month ending, December, 2016, OCH incurred an operating loss (including approximately \$50,573 in hospital levy; \$39,765 in EMS levy) in the amount of \$363,793 with investment gain of \$33,362 for a total net loss of \$330,431; year-to-date operating loss (including approximately \$606,876 in hospital levy; \$477,180 in EMS levy;) was \$1,437,962 with investment gain of \$389,858 for a year-to-date loss of \$1,048,104.

**Old Business:** None

**New Business:**

**Approval of step increases for two per diem RN's:** Personnel Committee recommends approval to give two per diem RN step increases. One per diem RN would move from step 4 to step 10 and the other per diem RN would move from step 3 to step 7. Lynda Bowers made a motion to approve step increases. Shirley McCullough seconded the motion. The motion passed unanimously.

**Approval of Resolution 17-01:** Shirley McCullough made a motion to approve Resolution 17-01 to change the start time for regular monthly meetings held on the fourth Thursday of every month to 4:00 p.m. Lynda Bowers seconded the motion. The motion passed unanimously.

President McCourtie appointed the following to committees. Bob Carlson to Finance, Board Policy, and Building & Grounds; Lynda Bowers to PI and Auxiliary; Shirley McCullough to Personnel and Board Policy; Terry Thompson to Finance and Building & Grounds; and Larry McCourtie to PI, Personnel, and Auxiliary.

**Nursing Report:** Rhonda Golladay reported there were two (2) admission restrictions with zero (0) diversions for December.

**Patient Story:** Connie Agenbroad reviewed thank you cards received from patients and family members regarding their care.

**CEO Report:** Connie Agenbroad read a post card she received from Ken Spanton who is really enjoying his retirement.

Mary Garza and Mindy Gonzalez gave an update on the partnership with CBHA on the Women's Health Expo that will be held at the Nazarene Church on February 2, 2017 starting at 6:30. Tina Bernsen will be speaking.

Mindy Gonzalez reviewed opportunities that are available at no cost to employees through the Employee Assistance Program. There are monthly webinars called Resources for your work & life. Mindy Gonzalez will be working on getting these set up.

Connie Agenbroad met with Dulcye Field from CBHA. The clinic is coming along and they are looking to be in by August. Dr. Foster and Dr. Crane have left the clinic. CBHA is working on getting a couple more providers. They still are waiting on the dentist to come. He is having problems getting his clinic sold.

Commissioners Bob Carlson and Larry McCourtie are due for reelection. They must file by May 15, 2017 if they choose to run again.

The EMS levy runs out this year and if we select to run another levy, we must file by August 1, 2017. Connie Agenbroad asked that an EMS Levy Committee be formed. Larry McCourtie appointed Bob Carlson and Terry Thompson to sit on the EMS Levy Committee.

Connie Agenbroad received notice from Inland Imaging that the Mobile MRI unit that services our facility and four (4) other facilities needs to be replaced. If we choose to stay with Inland, our rate per exam could increase by approximately \$150.00 per exam. After discussing options with Davenport Hospital, Newport Hospital, Ritzville Hospital, and Colville Hospital, it was the consensus of the group to start looking for other companies that might be able to service our areas with Inland Imaging supporting the readings. Tyson Lacy from Davenport Hospital has taken the lead on this and has contacted Mobile MRI for a proposal. Mobile MRI already services Ephrata and Odessa and they might be willing to join with us through an inter-local agreement.

**Articles/Video:** Watched a video from WSHA “January 25—Keep Covered: The latest news on the future of the Affordable Care Act.”

**Process Feedback:** President McCourtie requested that a thank you letter be sent to the Dietary department from all the Commissioners thanking them on what a good job they do.

Nathan Gerber discussed the Commissioners duties for the Employee Recognition party to be held on Wednesday February 8, 2017.

**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

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 7:37 p.m.

**Resumption of Open Session:** The open session resumed at 7:55 p.m.

**Adjournment:** The meeting adjourned at 7:55 p.m.

*Bob Carlson*

Bob Carlson, Secretary