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

Thursday July 27, 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/Guest Presentation: Jesse Torres – Sleep Program
6. Conflict of Interest Declarations
7. Consent Agenda
 - A. June 22, 2017 Regular Board; July 24, 2017 Finance; July 26, 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:
 - A. EMS Levy Committee update
11. New Business:
 - A. Discussion to change Board Meeting time
Approval of Resolution 17-06
 - B. Approval of EMS levy 17-07
 - C. COLA Consideration

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 30 minutes.

16. Adjournment



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**Adams County Public Hospital District No. 3
Board of Commissioners Meeting Minutes
July 27, 2017**

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

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

Guest: Jessie Torres, Dr. Nand, and Roshni Nand from Quality Sleep Solutions

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

Department Report/Guest Presentation: Jessie Torres and Dr. Nand from Quality Sleep Solutions presented a proposed sleep clinic for the hospital. Jessie Torres and Dr. Nand will present proposed sleep clinic to Medical Staff on August 8, 2017.

Auxiliary Report: Mary gave an update on Auxiliary final totals for the Golf Outing. It is estimated the Auxiliary made \$24,000 gross. They will donate approximately \$20,000 to help purchase a new Stryker Maternity Bed. The Auxiliary members will be invited to attend the August 24, 2017 Board Meeting.

Medical Staff Report: None

Conflict of Interest Declarations: President McCullough questioned before the starting of new business, whether any commissioner believes he/she has a conflict of interest with respect to any item requiring Board action. Commissioner Bob Carlson stated, "I will be abstaining on the COLA".

Approval Consent Agenda: Bob Carlson made a motion to approve the Consent Agenda comprised of the; 1) June 22, 2017 Regular Board; July 24, 2017 Finance; and July 26, 2017 Personnel Committee Minutes. 2) Claims, payroll, payroll taxes, and Auxiliary in the amount of \$1,936,695.51 3) Bad Debts and Charity care in the amounts of \$170,454.83 and \$68,328.21 respectively. Terry Thompson seconded the motion. The motion passed unanimously.

Patient Satisfaction: Deferred until August 2017

Financial Report: For the month ending, June, 2017, OCH incurred an operating loss (including approximately \$50,573 in hospital levy; \$39,765 in EMS levy) in the amount of \$492,168 with investment gain of \$31,411 for a total net loss of \$460,757; year-to-date operating loss (including approximately \$303,438 in hospital levy; \$238,590 in EMS levy;) was \$847,060 with investment gain of \$185,268 for a year-to-date loss of \$661,792.

Mark Bunch explained that the reason purchased services were about \$234,000 over budget for the month and about \$473,000 over budget for the year-to-date. This is because amounts that were included in the capital budget for the Meditech upgrade cannot be capitalized under current guidelines for IT capital projects.

Old Business: Commissioner Carlson gave an update on the EMS levy committee. The next EMS levy committee will held on August 1, 2017 at Time Out Pizza at 7 p.m. so the committee members can be together when levy results are posted. The Board watched the Facebook video that Commissioner Carlson did with the Columbia Basin Herald newspaper.

New Business: President McCourtie discussed the possibility of changing the time of the regular board meeting and it was the consensus of the commissioners to leave the meeting time at 4:00 p.m. Resolution 17-06 will be voided.

Approval of EMS levy 17-07: Should the EMS levy fail on August 1, 2017, the hospital will need to file a new resolution with the county auditor by August 1, 2017 for placement on the November 2017 General Election Ballot. If the EMS levy passes on August 1, 2017, the county auditor will be requested to pull the resolution for the November 2017 Ballot. Terry Thompson made a motion to approve Resolution 17-07, to adopt a resolution proposing a ballot measure for a regular property tax levy, in place of an expiring levy. This measure will authorize the District to levy a regular property tax estimated at \$525,000 for a period of six consecutive years at a rate of \$0.40 per one thousand dollars of assessed valuation for emergency medical care and services (i.e. ambulance service). Bob Carlson seconded the motion. The motion passed unanimously.

COLA Consideration: At the recommendation of the Personnel Committee approval is requested for a 0.5% COLA increase, excluding the Ambulance Department, for which a wage scale adjustment will be done to compliance with the Washington State minimum wage guidelines set to take effect January 1, 2018. Also, an increase to the pay scale for the Housekeeping Supervisor to bring this position up somewhat to average survey scales from surrounding area hospitals and the Milliman survey effective the first pay period for August 2017. Shirley McCullough made the motion. Lynda Bowers seconded the motion. The motion passed with four votes in favor and one abstention by Bob Carlson.

Interlocal agreement: Terry Thompson made a motion to approve the CEO to sign an interlocal agreement with Public Hospital Districts from Ritzville, Grand Coulee, Moses Lake, Quincy, Ephrata, Odessa and Davenport for the purpose: To investigate, develop and analyze models and strategies to negotiate, enter into and carry out joint agreements and contracts for health care service delivery and payment with public and private entities that operate within the State of Washington, including support services relating to compliance, information technology, billing, accounting, provider recruitment, nursing

services, and care coordination. Lynda Bowers seconded the motion. The motion passed unanimously.

Nursing Report: Tina Bernsen reported that there were two (2) restrictions in May and two (2) in June with zero (0) diversions.

Patient Story: Tina Bernsen gave a report on an OB patient and their family about how happy all were with their experience here at the hospital. This was the first time the family had actually used the hospital.

Terry Thompson commented on the excellent care his grandson has received at the hospital and believes that without the hospital his grandson would not be alive today.

CEO Report: Connie Agenbroad informed the Commissioners that the new dentist that was supposed to start on August 3, 2017 will not be here as he is having issues with getting his business sold and CBHA is not sure, when he will be here.

Connie Agenbroad informed the Commissioners that Dr. Flores would be leaving CBHA in October 2017. Connie has reached out to Greg Brandenburg and Duleye Field offering any assistance that the hospital might be able to help CBHA. As of today, Connie has not heard back from them. Dr. Locke has also resigned effective July 31, 2017.

Connie Agenbroad informed the Commissioners that again Othello Community Hospital has received "Most Wired Hospital" along with 19 other hospitals in the state of Washington.

Articles: The Board reviewed articles regarding. "Most Wired Hospitals 2017", from WSHA Bulletin, July, 2017; "Sacred Heart ending mobile breast cancer screening services", from Spokesman-Review July 21, 2017; "The CBO says the newest Senate healthcare bill will leave 22 million uninsured – but it's missing a key piece", from seattlepi.com, July 20, 2017; "Despite Changes, Senate Health Reform Bill Still Very Problematic for Washington", from Inside D.C., July 13, 2017; "Regence to discontinue individual coverage in some counties", from scnews.com, July 18, 2017; "Quincy Valley Hospital Hopeful of Progress" from columbiabasinherald.com, July 19, 2017; "Financial Reporting Requirements for Medicaid Quality Incentive Program", from WSHA.org, July 11, 2017; "2017 legislative Changes to Nurse Staffing Committee Requirements", from WSHA Bulletin, July 10, 2017 and reviewed Thank you cards from patients and family members.

Connie Agenbroad informed the Commissioners that the next Regional Governance Meeting is Wednesday August 2, 2017 at 5:15 pm at Pillar Rock in Moses Lake, WA.

Process Feedback: President McCourtie discussed about having the President serve for two (2) years. The Board of Commissioners By-law states that officers may serve consecutive terms. Commissioner Carlson questioned if elections would be every other year. Connie Agenbroad read from the Governing Bylaws Article II Section 2 concerning Organization and Officers of the Board of Commissioners stating that election are to be held every year and officers may serve consecutive terms. It was the consensus of the

Commissioners they would still have elections every year and officers may serve consecutive terms per Governing Bylaws.

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 30 minutes.

The Executive Session convened at 5:45 p.m.

The Executive Session was extended for an additional 30 minutes.

Resumption of Open Session: The open session resumed at 6:45 p.m.

Adjournment: The meeting adjourned at 6:45 p.m.

Respectfully submitted,



Bob Carlson, Secretary