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

Thursday March 22, 2018
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
6. Conflict of Interest Declarations
7. Consent Agenda
 - A. February 22, 2018 Regular Board; March 20, 2018 Finance; March 21, 2018 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. Approval for Replacement of Dietary Freezer
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.

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 22, 2018**

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

Others Present: Connie Agenbroad, Mark Bunch, Roger Roylance, Brad Horst, Jessie Torres, Jim Lomax, Representative Joe Schmick and Mary Garza

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: Representative Joe Schmick gave a brief presentation on the recent legislative session. Some of the trends he is seeing around the area concerning Critical Access Hospitals and how to help keep them viable and what services need to be provided in what facilities. Representative Schmick stated the State of Washington has only a cushion of eleven (11) days after taking money out of the rainy day fund to meet state needs. Prior to the Board meeting, Connie Agenbroad gave Representative Schmick a tour of the hospital and he had a chance to meet with some of the hospital staff.

Auxiliary Report: Mary Garza gave an update on the Auxiliary. The Auxiliary golf outing is set for Saturday June 23, 2018 at the Othello Golf Course. The sponsorship forms will be going out to employees and vendors. The Auxiliary has gotten a few new members with new ideas for fundraising and help.

Medical Staff Report: PI/Executive Medical Staff recommends board approval for the following: Telestroke appointment: Margarita Oveian, M.D.; Teleradiology Inland Imaging: Ngoc Luu, D.O. Shirley McCullough made a motion to approve Medical Staff appointments. Terry Thompson seconded the motion. The motion passed unanimously.

Department Report: Jesse Torres gave an update on the sleep clinic process. Department of Health has approved room plans. The goal is to have the sleep clinic ready to open by May 1, 2018.

Conflict of Interest Declarations: None

Approval Consent Agenda: Bob Carlson questioned dates for approving of minutes. Connie Agenbroad apologized for the error and she will correct the administrative agenda. The regular agenda was correct. Bob Carlson made a motion to approve the Consent Agenda comprised of the; 1) February 22, 2018 Regular Board; March 20, 2018 Finance; and March 21, 2018 Personnel Committee Minutes. 2) Claims, payroll, payroll

taxes, and Auxiliary in the amount of \$1,206,408.01. 3) Bad Debts and Charity care in the amounts of \$113,529.20 and \$68,310.69 respectively. Terry Thompson seconded the motion. The motion passed unanimously.

Patient Satisfaction: Mindy Gonzalez presented the patient satisfaction reports for Outpatients and Inpatients for January and February 2018. The return rate is very low.

Financial Report: For the month ending, February, 2018, OCH incurred an operating loss (including approximately \$36,180 in disproportionate share; \$72,791 in hospital levy; and \$46,250 in EMS levy) in the amount of \$122,713 with investment gain of \$23,938 for a total net loss of \$98,775; year-to-date operating loss (including approximately \$72,360 in disproportionate share; \$145,583 in hospital levy; and \$92,500 in EMS levy;) was \$655,508 with investment gain of \$49,053 for a year-to-date loss of \$606,454.

Mark Bunch commented on the provision for uncollectable A/R being high due to conversion of Meditech 6.1 and delay in coding and billing.

Bob Carlson discussed the original Resolution 89-5 for funded depreciation that was done in 1989. The hospital transfers \$30,000 monthly to funded depreciation. The original was for \$25,000 transfers and somewhere along the line it was raised to \$30,000. The Finance Committee discussed if the hospital should continue transferring \$30,000 monthly due to being short on money in the operating account. The question is should the hospital stop transferring the money to funded depreciation or continue doing so and transfer the money back to the operating account when needed. The original states that all such funded depreciation current and future be utilized only upon the direction of the District #3 Commissioners. It was the consensus of the Finance Committee to continue as is and if money was needed to be transferred to the operating account a Board Resolution would be done.

Meditech 6.1 upgrade is getting better. As with any new system, there are always issues. The staff appears to be feeling better with the system. The departments are keeping track of these items and working with Engage and Meditech on them. Charges are coming across much better, bills are being processed, and cash is coming in.

Old Business: None

New Business:

Lynda Bowers made a motion to approve the purchase of a new freezer for the Dietary not to exceed \$7,000.00. Terry Thompson seconded the motion. The motion passed unanimously.

Bob Carlson made a motion to approve Resolution 18-03 surplus property. Terry Thompson seconded the motion. The motion passed unanimously.

Connie Agenbroad asked for approval up to \$10,000.00 to purchase needed furniture and other items for the sleep clinic rooms. Shirley McCullough made a motion to approve up to \$10,000.00. Bob Carlson seconded the motion. The motion passed unanimously.

Nursing Report: Connie Agenbroad reported that there was one (1) admission restriction with zero (0) diversions for February.

Patient Story: None

CEO Report: Connie Agenbroad reported that on Thursday April 5, 2018 at 2 pm the State Auditors will be here for exit interview and Connie asked for Larry McCourtie and Bob Carlson to attend.

Connie Agenbroad informed the Commissioners that CBHA has hired a new provider Dr. Stantspainter. D.O. Family Practice and OB trained.

On Tuesday April 10, 2018, WSU College of Medicine will present to the Medical Staff on a partnership with the hospital and CBHA for medical student training program for rural areas. Connie will discuss with them about possibility attending a Board meeting to present the program.

Connie Agenbroad, Jesse Torres, and Dr. Nand will be presenting the sleep clinic to the full medical staff at CBHA on April 26, 2018.

Connie Agenbroad will be contacting Nieves Gomez, CEO at CBHA to ask him to come to the May board meeting for a meet and greet.

Connie Agenbroad reviewed a thank you letter from a high school student who job shadowed with the EMT's.

Mary Garza discussed the recent meeting with the high school and job shadow students. About 20 students attended this meeting. Different hospital departments presented to the students regarding what their department does at the hospital. Students that were interested in learning more came back for a job shadow day. Two students came back for job shadowing in the EMS and Nursing departments. The one student who was interested in nursing actually stayed passed her hours required for a delivery and was so excited that she was able to stay for the whole process. This is a great partnership with the school district and students.

Articles: The Board reviewed articles regarding. "Post-session bill updates", from WSHA, March 15, 2018; "Jesse Jones explains how you can get financial assistance with medical debt", from jessejones.com, March 15, 2018; "Judge allows hospital's flu vaccination policy to stand", from seattletimes.com, March 13, 2018; "Flu still widespread in Washington with 200 dead", from kiro7.com, March 15, 2018

Process Feedback: None

The Board took a five (5) minute break before proceeding into Executive Session.

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.

The Executive Session is expected to last 15 minutes.

The Executive Session convened at 5:02 p.m.

Resumption of Open Session: The open session resumed at 5:17 p.m.

Adjournment: The meeting adjourned at 5:17 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Bob Carlson".

Bob Carlson, Secretary