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

Thursday September 26, 2019
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. August 22, 2019 Regular Board; September 10, 2019 Board Policy; September 24, 2019 Finance; September 25 2019 Personnel Committee meeting minutes
 - B. Claims and payroll
 - C. Bad debts and charity care.
8. Patient Satisfaction Survey
9. Financial and Statistical Report and Draft Budget
10. Old Business: Parking Lot Repair
11. New Business:
 - A. Approval of Board Policy Insurance Benefits (BP-005)
 - B. Approval of Board Policy PTO/EIB Paid Time Off Extended Illness Benefit (BP-036)
12. Administrative Report
 - Nursing Report
 - Patient Story

CEO Report

13. Articles

14. Process Feedback

15. Executive Session: None

16. Adjournment



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**Adams County Public Hospital District No. 3
Board of Commissioners Meeting Minutes
September 26, 2019**

Present: Shirley McCullough, Bob Carlson, Gayle Bohannon and Sue Long-Hosek

Others Present: Connie Agenbroad, Mark Bunch, Mary Garza, Mindy Gonzalez, Rhonda Golladay, Roger Roylance, Jim Lomax, and Meghan Ramon

Call to Order: President McCullough called the meeting to order at 4:00 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

Excuse Commissioner: Bob Carlson made a motion to excuse Lynda Bowers from the meeting. Sue Long-Hosek seconded the motion. The motion passed unanimously

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) August 22, 2019 Regular Board; September 10, 2019 Board Policy; September 24, 2019 Finance; and September 25, 2019 Personnel Committee Minutes. 2) Claims, Payroll, Payroll taxes, and Auxiliary in the amount of \$1,456,535.32. 3) Bad Debts and Charity care in the amounts of \$74,258.76 and \$51,115.22 respectively. Sue Long-Hosek seconded the motion. The motion passed unanimously.

Patient Satisfaction: None

Financial Report: For the month ending, August, 2019, OCH incurred an operating loss (including approximately \$47,058 in disproportionate share; \$55,588 in hospital levy; and \$44,471 in EMS levy) in the amount of \$279,829 with investment gain of \$19,226 for a total net loss of \$260,603; year-to-date operating loss (including approximately \$376,468 in disproportionate share; \$444,711 in hospital levy; and \$355,768 in EMS levy;) was \$1,391,405 with investment gain of \$184,554 for a year-to-date net loss of \$1,206,852.

Mark Bunch presented the preliminary draft budget for FY 2020. The budget hearing date is set for October 24, 2019.

Old Business: Roger Roylance and Mark Bunch discussed the parking lot seal and repair bid that was approved by the Commissioners last month. Roger Roylance stated that there was an error in the total square feet for the parking lot. The bid was for 46,000 square feet and actually, the square feet for the total parking lot is 80,000. Repair was only done on the back parking lot and the area of where the MRI parks. Roger Roylance will get another bid for the rest of the parking lot and will put this on the capital equipment budget for 2020. Roger Roylance apologized for the error.

Roger Roylance stated the hospital has gotten the license for the underground fuel tank and the license will be posted on the fence near the fuel tank.

New Business: Approval of Board Policy Insurance Benefits (BP-005): Sue Long-Hosek made a motion to approve Board Policy Insurance Benefits (BP-005) effective October 1, 2019. Gayle Bohannon seconded the motion. The motion passed unanimously.

Approval of Board Policy PTO/EIB Paid Time Off Extended Illness Benefit (BP-036): Gayle Bohannon made a motion to approve Board Policy PTO/EIB Paid Time Off Extended Illness Benefit (BP-036) effective October 1, 2019. Sue Long-Hosek seconded the motion. The motion passed unanimously.

Nursing Report: Rhonda Golladay reported that there were two (2) admission restriction(s) and zero (0) diversion(s) reported for August 2019.

Patient Story: The Commissioners reviewed a Thank you card received from a patient and family member.

CEO Report: Connie Agenbroad reviewed with the Commissioners the WSHA Annual Meeting Agenda.

Connie Agenbroad discussed rescheduling Regular Board Meetings for November 2019 and December 2019.

It was the consensus of the Commissioners to reschedule the November 28, 2019 Regular Board meeting to Thursday December 5, 2019 at 4:00 pm. Therefore, Finance Committee will be on Tuesday December 3, 2019 at 12:00 pm and Personnel Committee will be on Wednesday December 4, 2019 at 8:00 am.

It was the consensus of the Commissioners to reschedule the December 26, 2019 Regular Board meeting to Monday December 30, 2019 at 4:00 pm. Therefore, Finance Committee will be on Monday December 23, 2019 at 12:00 pm and Personnel Committee will be on Monday December 30, 2019 at 8:00 am.

Connie Agenbroad will prepare resolutions for the changes and bring to the October 24, 2019 meeting for approval.

Connie Agenbroad reminded the Commissioners that the CBHA color run is Saturday September 28, 2019. The hospital has sponsored a paint station.

Connie Agenbroad stated that she is still working on setting up a date for the dedication of the Sleep Clinic in memory of Larry McCourtie.

Connie Agenbroad discussed that the departments are gearing up for state survey that could happen anytime. The state surveys about every 18 months and December would be 18 months from the last survey the hospital received.

On Thursday October 17, 2019 is the third year for career day “Othello Career Showcase” at the High School. Several hospital employees will be involved in highlighting the hospital and career opportunities in healthcare.

Tina Bernsen and Rhonda Golladay discussed a meeting that they attended hosted for WSHA on the nurse/hospital staffing bill. It is clear as mud. CAH’s have until July 2021 to have this in place.

Articles: The Board reviewed articles regarding. “Contempt Orders, Fines Mount as Developmentally Disabled Patients Languish in Washington Hospitals”, from opb.org.com, September 10, 2019; “Racial differences found in where ambulances take patients”, from modernhealthcare.com, September 6, 2019; “As Patients Struggle With Bills, Hospital Sues Thousands”, from nytimes.com, September 4, 2019; and an email from Cassie Sauer, WSHA CEO announcing the new AWPHD Executive Director, Matt Ellsworth.

Process Feedback: None

Executive Session: None

Adjournment: The meeting adjourned at 5:15 p.m.

Respectfully submitted,



Bob Carlson, Secretary