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

Thursday August 27, 2015

CONFERENCE ROOM

Light Supper: 5:30 p.m.

Board Meeting: 6:00 p.m.

**Regular Board Meeting**

1. Call to Order
2. Comments from Audience
3. Auxiliary Report
4. Medical Staff
5. Department Report:
6. Conflict of Interest Declarations
7. Consent Agenda
  - A. July 23, 2015 Regular Board; August 18, 2015 Building and Grounds; August 20, 2015 Board Policy; August 25, 2015 Finance; August 26, 2015 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. TRANE Investment Grade Audit
11. New Business
  - A. Board Policies
  - B. Reschedule September 24, 2015 Regular Board meeting
  - C. Asphalt Sealcoating and repairs to parking lot and sidewalk

12. Administrative Report
  - A. Nursing Report
  - B. Patient Story
  - C. 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 20 minutes.

16. Adjournment



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**Adams County Public Hospital District No. 3  
Board of Commissioners Meeting Minutes  
August 27, 2015**

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

**Others Present:** Mark Bunch, Tina Bernsen, Rhonda Golladay, Melissa Love, Connie Agenbroad, Ken Spanton, and Kay Hougan Jones

**Auxiliary Members Present:** Karen Spanton, Mary McCourtie, Jennie McCourtie, Nancy Briggs, Nancy Bliss, Janelle Jones

**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:** Auxiliary President Mary McCourtie presented a check for \$22,000.00 toward the purchase of Ambulance stretcher lift. The Board of Commissioners thanked the Auxiliary for everything they do.

**Medical Staff Report:** None

**Department Report:** Tina Bernsen and Rhonda Golladay presented the new patient information boards for patient rooms.

**Conflict of Interest Declarations:** None

**Approval Consent Agenda:** Bob Carlson made a motion to approve the Consent Agenda comprised of the; 1) July 23, 2015 Regular Board; 2) August 18, 2015 Building and Grounds Committee; 3) August 20, 2015 Board Policy Committee; 4) August 25, 2015 Finance; 5) August 26, 2015 Personnel Committee; 6) Claims and payroll in the amounts of \$1,7333,701.27; 7) Bad Debts and Charity care in the amounts of \$125,612.32 and

\$76,987.12 respectively. Terry Thompson seconded the motion. The motion passed unanimously.

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

**Financial Report:** For the month ending, July, 2015, OCH incurred an operating loss (including approximately \$50,573 in hospital levy; \$39,765 in EMS levy; and \$44,448 in Meaningful Use monthly revenue) in the amount of \$167,185 with investment gain of \$30,011 for a total net loss of \$137,174; year-to-date operating gain (including approximately \$354,011 in hospital levy; \$278,355 in EMS levy; and \$311,128 in Meaningful Use year-to-date revenue) was \$2,853 with investment gain of \$233,556 for a year-to-date gain of \$226,409.

**Old Business:** TRANE Investment Grade Audit contracts have been signed and are in process.

**New Business: Approval of Board Policy:** Bob Carlson made a motion to approve revisions to BP-012 Employee Salary Increase, BP-017 Education about False Claims Liability, Anti-Retaliation Protections, and Detecting and Responding to Fraud (Deficit Reduction Act of 2005), BP-018 Financial Assistance, BP-019 Board Policy Emergency Room Coverage and Operation Emergency Medical Treatment and Active Labor Act (EMTALA), BP-020 Providing a Process for Periodically Review of Bylaws and Policies as well As Periodically Evaluating the Chief Executive Officer or Administrator, and BP-021 Weapons in the Workplace. Terry Thompson seconded the motion. The motion passed unanimously.

**Approval of Resolution 15-08-Reschedule September 24, 2015 Regular Board Meeting:** Larry McCourtie made a motion to approve Resolution 15-08 adjourning the September 24, 2015, regular Board meeting and rescheduling it to October 1, 2015 at 4:00 p.m. Lynda Bowers seconded the motion. The motion passed unanimously.

**Approval of Asphalt sealcoating front and back parking lots, repair of three (3) sinkholes and concrete sidewalk removal and replacement:** Larry McCourtie made a motion to approve the quote for asphalt sealcoating and asphalt repair of sinkholes not to exceed \$18,500.00. Terry Thompson seconded the motion. The motion passed unanimously. Larry McCourtie made a motion to approve the quote for concrete sidewalk removal and replacement not to exceed \$5,800.00. Terry Thompson seconded the motion. The motion passed unanimously.

**Nursing Report:** Rhonda reported that in July there was five (5) reported restriction with zero (0) diversions.

**Patient Story:** Tina Bernsen, Rhonda Golladay, and Connie Agenbroad discussed how well the staff did taking care of patients and families during the severe dust storm that happened on Friday August 14, 2015.

**Administrative Report:** OCH participated with CBHA in the Community Health Fair that was held on Saturday August 8, 2015. OCH teamed up with Sunny Hill Market

(Kris and Heather Butcher) and Kelly Bean and provided a small “Farmers Market – Working Together For A Healthier Community”

OB parking signs are up.

OCH and CBHA will host two (2) Women’s Health Conferences. The first one is scheduled for October 1, 2015 at the Nazarene church from 6:00 p.m. to 9:00 p.m. and the second one is scheduled for October 29, 2015 at the Connell clinic from 6:00 p.m. to 9:00 p.m. Lue Cole, Mammography Technician and Marcia Bougher will be speaking. The hospital will have an information booth and dietary will be providing refreshments.

The next quarterly Columbia Basin Hospital Regional Governance/Leadership meeting is Tuesday September 29, 2015 in Moses Lake starting at 5:15 p.m. The topic will be “What is the Board’s role in Quality/Pt Safety”. Each hospital has been asked to share a storyboard on their ‘best practices”.

The hospital will be having an information booth at the Adams County Fair. Commissioners are encouraged to help man the booth. Melissa will contact each Commissioner once a schedule has been set up.

OCH Incident Command Committee has asked if the Commissioners would be willing to help during an incident for such as; security, runners, and public relations, etc.

ICD-10 coding and billing codes go into effect October 1, 2015. Medical Records and Business Office staff are finalizing training. This is a huge change and most hospitals are expecting their AR days to rise.

The December’s Board meeting will focus on Board education.

**Articles:** The Board reviewed articles regarding. “Five Sacred Heart psychiatrists rescind resignations” from the Spokesman-Review August 2015; “congress Overwhelmingly Approves Bill Bolstering Medicare Patients’ Hospital Rights” from Kaiser Health News, August 20, 2015; “Consumer Reports: How safe is your hospital?” from KOMO News July 29, 2015, “Breastfeeding Friendly Washington” from Washington State Department of Health, August 20, 2015; “Medicare and Medicaid face growing pains at age 50” from Bellingham Herald, August 20,2015, “Washington physicians and hospitals support advance care planning for public and medical community” from Honoring Choices@Pacific Northwest, August 20, 2015.

**Process Feedback:** None

**Executive Session: Executive Session:** President McCullough stated that the Board would meet in closed Executive Session for approximately 20 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 20 minutes.

The Executive Session convened at 7:15 p.m.

**Resumption of Open Session:** The open session resumed at 7:35 p.m.

**Adjournment:** The meeting adjourned at 7:35 p.m.

Bob Carlson, Secretary