



315 North 14<sup>th</sup> Ave  
Othello, WA 99344-1297  
[P] 509.488.2636  
[F] 509.331.2617

[www.othellocommunityhospital.org](http://www.othellocommunityhospital.org)

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

Tuesday, December 22, 2015

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. November 24, 2015 Regular Board; December 10, 2015 Board Policy; December 21, 2015 Finance; December 21, 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. Studer Group Presentation
11. New Business:
  - A. Approval of Department of Revenue Ordinance Hospital FY 2015

- B. Approval of Nominating Committee recommendations for 2015 Board Officers
- C: Approval of FY 2015 increase operating expense budget
- D. Approval of Board Policies
- E. Oath of Office – Commissioner Lynda Bowers
- F. CEO Contract

- 12. Administrative Report
  - Nursing Report
  - Patient Story
  - 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 30 minutes.

- 16. Adjournment



315 North 14<sup>th</sup> Ave  
Othello, WA 99344-1297  
[P] 509.488.2636  
[F] 509.331.2617

[www.othellocommunityhospital.org](http://www.othellocommunityhospital.org)

**Adams County Public Hospital District No. 3**  
**Board of Commissioners Meeting Minutes**  
December 22, 2015

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

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

**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:** None

**Medical Staff Report:** Medical Staff met on December 8, 2015 and appointed a committee to select a new slate of officers which will be presented at the February Medical Staff meeting.

**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) November 24, 2015 Regular Board; 2) December 10, 2015 Board Policy; 3) December 21, 2015 Finance; 4) December 21, 2015 Personnel Committee meeting minutes. 5) Claims and payroll in the amounts of \$1,221,476.06; 6) Bad Debts and Charity care in the amounts of \$244,906.55 and \$37,903.30 respectively. Terry Thompson seconded the motion. The motion passed unanimously.

**Patient Satisfaction:** Patient satisfaction reports were deferred until January 2016 regular board meeting.

**Financial Report:** For the month ending, November, 2015, OCH incurred an operating gain (including approximately \$50,573 in hospital levy; \$39,765 in EMS levy) in the amount of \$69,335 with investment gain of \$29,178 for a total net gain of \$98,513; year-to-date operating loss (including approximately \$556,483 in hospital levy; \$437,415 in EMS levy; and \$355,576 in Meaningful Use year-to-date revenue) was \$270,109 with investment gain of \$342,005 for a year-to-date gain of \$71,896.

**Old Business:** It was the consensus of the commissioners to defer moving ahead with the Studer Group at this point.

**New Business:**

**Approval of Department of Revenue Ordinance Hospital FY 2016 Resolution 15-16:** Lynda Bowers made a motion to approve Resolution 15-16 Department of Revenue Ordinance Hospital FY 2016. Larry McCourtie seconded the motion. The motion passed unanimously.

**Approval of Nominating Committee recommendations for 2016 Board Officers Resolution 15-17:** Larry McCourtie made a motion to elect Shirley McCullough, President, Lynda Bowers, Vice President, and Bob Carlson Secretary. Terry Thompson seconded the motion. The motion passed unanimously.

**Approval of FY 2015 increase operating expense budget Resolution 15-18:** Larry McCourtie made a motion to approve Resolution 15-18, authorizing the District to increase its FY 2015 operating expense budget from 17,157,500 to 17,407,500. Bob Carlson seconded the motion. The motion passes unanimously.

**Approval of Board Policies:** Bob Carlson made a motion to approve revisions to BP-038 Death with Dignity Act/Initiative 1000-Hospital and its Providers will not participate, BP-039 Excessive Absenteeism, BP-040 Breaks and Meal Periods, BP-041 Nursing Specialized Certification, BP-042 Patient Nondiscrimination, BP-043 Admission Policy, BP-044 Reproductive Privacy Act, and BP-045 Electronic Social Media Policy. Lynda Bowers seconded the motion. The motion passed unanimously.

**Oath of Office – Commissioner Lynda Bowers:** Lynda Bowers recited the Oath of Office as an elected Commissioner of the Public Hospital District.

**CEO Contract:** President McCullough deferred discussion to executive session per RCW: 42.30.110(g) to review and discuss the performance of a public employee.

President McCullough appointed the following Commissioners to Board Committees for 2016:

- Performance Improvement Committee: Lynda Bowers and Shirley McCullough
- Finance Committee: Bob Carlson and Larry McCourtie
- Personnel Committee: Lynda Bowers and Shirley McCullough
- Building and Grounds Committee: Terry Thompson and Larry McCourtie
- Planning Committee: Bob Carlson and Terry Thompson
- Auxiliary Golf Committee: Lynda Bowers and Larry McCourtie
- Board Policy: Shirley McCullough and Bob Carlson

At the recommendation of the Personnel Committee Lynda Bowers made a motion for two step increases for two dietary employees. Terry Thompson seconded the motion. The motion passed unanimously.

**Nursing Report:** Rhonda reported that in November there was one (1) reported restrictions with zero (0) diversions.

**Patient Story:** None

**Administrative Report:** Shirley McCullough and Larry McCourtie attended the State Auditor's exit conference on December 22, 2015. There were not findings. Donald Werner, State Auditor did comment on how the staff made every effort to be available and how extremely helpful the Director of Health Information as he reviewed patient charges and billings.

Employees donated 138 items to the annual Community Christmas baskets, along with 60 lbs of food, two teddy bears, and three Barbie dolls. Thank you to Melissa Love and April Williamson for taking the lead on this.

Connie and Rhonda met with Paul Riegel, Assured Hospice from Moses Lake to discuss the possibility of contracting with them for some ancillary services along with some respite care beds. Information has been sent to Assured Hospice for a possible contract. We are hoping to have information available for the Board meeting in January.

Connie met with Dulcye on December 16, 2015 discussed several items such as referrals, OCH echos, hospice, Tobacco free and updates on the new clinic. CBHA is very excited that OCH will be having 3-D mammograms.

3-D Mammography equipment is due to be installed in January and we hope to have up and running first part of February.

Dr. Foster, family practice has been hired by CBHA. He is interested in possibly doing some minor surgeries along with OB. He should be here sometime in January.

Tobacco Free campus. The ads are in the paper and notices have been sent out to all employees and signs posted within facility and outside. Connie has not heard any real complaints from employees about OCH becoming a tobacco free campus.

OB's are up from last year for both OCH and CBHA. Since October, OCH OB ultrasound techs have been assisting with 5D OB ultrasounds at both CBHA and Mattawa. To date, approximately 80 have been done at CBHA. Mattawa is struggling to get patients scheduled for ultrasounds.

Employee Recognition party is scheduled for Thursday February 4, 2015. The theme is SUPER HEROS.

Tuesday, January 26, 2016 is tentatively scheduled for the next Regional Board Education with Samaritan.

Dental surgery: Dr. Loveridge still coming for surgeries two days a month. There are still some questions if Dr Collette will continue coming. Dr. Chang at CBHA is interested in learning surgery. He would like to train with Dr. Loveridge.

**Articles:** The Board reviewed articles regarding. “Fed: Many “failures” inside Western State Hospital” from komonews.com, December 14, 2015; “Americans Who Don’t Buy Health Coverage Face Heftier Fine in ’16, Analysis Finds” from The New York Times, December 9, 2015; “Judge: No additional beds for Kadlec Regional Medical Center” from Tri-City Herald, December 2, 2015; “US maternal mortality rate continues to rise” from KXLY.com December 2, 2015; “Samaritan ready for action if affiliation takes shape”, from Columbia Basin Herald, November 27, 2015; “Judge deals major blow to Yakima Regional hospital in charity care case”, from Yakimahearld.com, December 19, 2015.

**Process Feedback:** None

**Executive Session: Executive Session:** President McCullough stated that the Board would meet in closed Executive Session for approximately 30 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 30 minutes.

The Executive Session convened at 6:50 p.m.

**Resumption of Open Session:** The open session resumed at 7:20 p.m.

**Approval of CEO Contract:** Larry McCourtie made a motion to renew the CEO contract with Connie Agenbroad for one year extending the expiration of the agreement to January 1, 2017. Lynda Bowers seconded the motion. The motion passed unanimously.

**Adjournment:** The meeting adjourned at 7:25 p.m.

Bob Carlson, Secretary