



**Public Hospital District 3 of Pacific County  
Ocean Beach Hospital and Medical Clinics  
BOARD OF COMMISSIONERS MEETING  
October 25, 2011**

AGENDA	DISUSSION / CONCLUSION	RECOMMENDATIONS / ACTION / FOLLOW-UP
CALL TO ORDER	<p>The Public Hospital District 3 of Pacific County Board of Commissioners Meeting was called to order October 25, 2011 at 5:30 pm</p> <p><b>Commissioners present:</b> DeWayne LaPointe, Nancy Campiche, Alan Johnson, Garnette Sutherland, Darren Thorsen</p> <p><b>Also Present:</b> Joe Devin, CEO; Linda Kaino, CNO; Dr. Ivan Law and Tammie Jefferies, Executive Assistant</p>	
AGENDA	<p>DeWayne seek approval of the agenda DeWayne added there will be 2 executive meetings at the end of the meeting; one for contract and one for board only public employee performance evaluation.</p>	<p>A motion was made by Nancy Campiche; Alan Johnson seconded the motion. The motion passed by unanimous vote.</p>
MINUTES	<p>DeWayne seek approval for the September minutes Special board meeting minutes approved for 10/03/11</p>	<p>A motion was made by Nancy Campiche; Alan Johnson seconded the motion. The motion passed by unanimous vote.</p>
What have we done for Patient Safety this month?	<p>Marianne B. shared that Neal Matthews our pharmacists have identified that at times multiple items with acetometophine (Tylenol) may be ordered at the same time. This puts patients at risk of receiving more then the daily maximum dose. Neal has added a note on the MAR for each medication that includes this substance a warning about the daily maximum dose.</p> <p>Marianne also shared that admitting and nursing staff have been assisting a patient’s family member who has a broken leg and is using crutches and transports items to</p>	

	<p>and from the patient's room preventing her from falling.</p> <p>For patient comfort a CNA assisted a patient with her hand work strengthening by using a glove and rice to make a comfortable but useful tool to do this exercise.</p>	
	<p>DeWayne reminded the board the State Audit Exit Conference will be on Thursday, November 10<sup>th</sup> at 11am.</p>	
STRATEGIC PLANNING	<p>Needs assessment wrap up – Joe handed out the results from the survey. The consultants will put together the notes they took and the next step may be to hold workshops with the board to go over the assessment.</p>	
CEO REPORT	<p>Personnel Changes:  Assistant Facilities Director, Jim Sutton has resigned to move on. We will not be filling this position.  Joe spoke about the state wide Medicaid reimbursement for critical access hospitals. The impact the state is eliminating the critical access reimbursement the Medicaid uses in Washington. The impact on OBH is estimated on \$1.4 million per year roughly 6% of our budget. Willapa Hospital will be about \$1 million, Mark Reed about \$2 million, Morton \$1 million, Mason, \$1.3 million, Lake Chelan \$1.4 million and Othello Hospital will loose about \$2 million which is 11% total of their revenue. Joe will be meeting at the Willapa Hospital with Carol Halson – will be meeting with the legislature to talk about this; Thursday, Oct. 27<sup>th</sup>. Alan suggested that there should be a group to go up to talk with the governor. Joe said that was a good idea and he will talk with Carol about this on Thursday.</p> <p>Recruitment: Continue our efforts for General Surgeon. We have been talking with a dermatologist, Dr. Spolar. He is looking for a one day a month with us.</p> <p>Lab State Survey – 0 deficiencies. There will be a celebration when Dr. Lynam returns next moth.</p> <p>Low Census update – in one pay period we had 693 ½ hours or low census. Teamsters: 400 hours / WSNA: 175 hours / Exempt: 110 hours</p>	

	<p>Eide Bailly update: Joe spoke with Ralph Lewellyn today. So far they have identified between 2-3 million in gross savings they are envisioning. They expect to have a finalize report by 11/7/11. They are looking right now the first onsite visit 11/14. On 11/14 Allison and Deyon will be here and the week of 12/5 Terri and Allison will be onsite. They will have discussions with the board during their time here.</p>	
Approval September Vouchers	DeWayne asked for approval	A motion was made by Alan Johnson; Nancy Campiche seconded the motion. The motion passed by unanimous vote.
Financials	<p>September Financials presented by Joe Devin.  Cash Summary: As of 10/24/11 \$314,676.78  Balance owed on line of credit: \$750,000  Total Operating Revenue: 1,954,517  Gross Patient Revenue: \$2,876,920  Operating Expenses: \$1,955,355  Operating Gain (loss) (\$838)  Net Income (loss) (\$206)</p> <p>2012 preliminary budget</p> <p>Resolution 2011-02 – levy certification  Resolution 2011-03</p> <p>Extension of the due date for the Line of Credit w/ Bank of Pacific. Joe asked the board for the approval of the board to extend the due date for the line of credit. Originally the due date was October 15<sup>th</sup>. Joe is asking to extend it to December 15<sup>th</sup>, 2011.</p>	<p>DeWayne asked for approval preliminary budget. A motion was made by Nancy Campiche; Alan Johnson seconded the motion. The motion passed by unanimous vote.</p> <p>DeWayne asked for approval of Resolution 2011-02; Resolution 2011-03. A motion was made by Nancy Campiche; Alan Johnson seconded the motion. The motion passed by unanimous vote</p> <p>DeWayne asked for approval to extend the due date of the line of credit with bank of the pacific to December 15<sup>th</sup>. A motion was made by Nancy Campiche; Alan Johnson seconded the motion. The motion passed by unanimous vote.</p>
Announcement	DeWayne shared with the board and others a letter from Dr. Burns the ED Director – the letter was addressed to Dr. Palenschat thanking him for his services and kindness he serves to the staff and patients.	
Medical Staff	Appointments / Re appointments	A motion was made by Alan Johnson; Nancy Campiche

	<ul style="list-style-type: none"> <li>1- Dr. William Tronvig, Courtesy 2 years</li> <li>2- Dr. Mark Kaehler, EM consulting 2 years</li> <li>3- Dr. Bruce Higginbotham, EM Provisional 6 months</li> <li>4- Dr. Doug Palenschat, General Surgery Provisional 2 years</li> </ul>	seconded the motion. The motion passed by unanimous vote.
Board Discussion	<p>Darren brought up a letter that was given to the board regarding the coffee shop. DeWayne shared there was a concern about there will not be a place to put the financial office. The concern was also that at times there are irate patients with their bills and there should be and will be a panic button.</p> <p>DeWayne asked the board to decide the dates for the next two board meetings.</p>	<p>DeWayne shared he will talk with Joe about this.</p> <p>It was decided the board meetings will take place on November 15<sup>th</sup> and December 20<sup>th</sup>.</p>
Public Participation	DeWayne opened it opened for comments	
Executive Session	<p>DeWayne announced that they will be going into executive session for the next 15 minutes to discuss contracts. At that time he does not anticipate any decision made. Then at which time they will go back into executive session for performance evaluation for about 30 minutes.</p> <p>Meeting adjourned 7:30pm</p>	