



**Public Hospital District 3 of Pacific County
Ocean Beach Hospital and Medical Clinics
BOARD OF COMMISSIONERS MEETING
January 22, 2013**

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 January 22, 2013 at 5:32 pm</p> <p>Commissioners present: Darren Thorsen, Chairman of the Board; Nancy Campiche, Secretary of the Board; Garnette Sutherland, Nancy Gorshe and Alan Johnson</p> <p>Also Present: Kendall Sawa, CEO Linda Kaino, CNO Dr. Law, Chief of Staff Tammie Jefferies, Executive Assistant (recorder)</p>	
AGENDA	Darren Thorsen requested approval for the agenda with the addition for discussion of the WSHA Annual Conference held in Lake Chelan	A motion to approve the agenda with the addition was made by Alan Johnson; Nancy Campiche seconded. The motion passed by unanimous vote.
MINUTES	Darren requested approval for the December minutes.	A motion to approve the minutes of the December 27, 2012 was made by Nancy Campiche; Alan Johnson seconded. The motion passed by unanimous vote.
2013 Elections	<p>Nancy Campiche nominated Darren Thorsen for Chairman of the Board.</p> <p>Garnette Sutherland nominated Nancy Campiche for Secretary of the Board.</p>	<p>Alan Johnson made a motion; Nancy Gorshe seconded; The motion passed by unanimous vote.</p> <p>Alan Johnson made a motion; Nancy Gorshe seconded; The motion passed by unanimous vote.</p>
Board Bylaws	Darren suggested that the board should have a workshop to review the bylaws. February 8 th 9am was the chosen date to have the workshop.	All were in favor.
Consent Agenda	EOC Quarterly & End of Year report	No discussion

	Patient Quality Summary	
Finance Committee	There was no Finance meeting.	
Approval of Vouchers	Vouchers: December 2012	A motion to approve the December vouchers was made by Alan Johnson; Garnette Sutherland seconded the motion. The motion passed by unanimous vote.
December Finance Review By Kathy Hubbard Charity Care	Kendall Sawa reviewed the Year End 2012 Finances. See attached. Kathy shared charity care was up in Dec probably makes another adjustment for 2012 of about \$136k. Kendall shared that the accountant informed them that this is the last year to write off the bad debt dollar for dollar next year will be that we can only write off 5%.	No discussion
Aged Accounts Payable	Aged Accounts Payable Report: Reviewed The Financial dashboard – reviewed	
Financial Dashboard	Reviewed	
Accounts Receivable Report	Up from last month. There was a change in staff and some account cleanup.	No discussion
WA State Audit Exit	The exit for the WA State Audit is scheduled for February 13, 2013 at 2pm.	No discussion
Strategic Planning	On January 21, 2013 the team met. Create and sustain a stable Positive Financial Position Finalize the Evaluation and Implementation of Information System Evaluate Service Line Opportunities Continue to Achieve Consistent High Quality Patient Care Develop Highly Effective Management Team Improve Communications Culture & People	
Hospital Information System presentation	Kendall shared the timeline of implementing the EMR system.	
Medical Staff	No report	

CEO Report	<p>- Kendall shared he was invited to the Foundation retreat. John Holterman VP of the foundation gave a report. John shared that Kathy Barr w/ PHSJMC Foundation was there to share ideas on what made their foundation successful. It is possible for the foundation to grow and get out in the community. John will be working with Kendall on ideas on how the hospital can help the foundation generate more funds.</p> <p>- WSNA & Teamsters negotiations are moving along. There have been a couple of rounds with the Teamsters and WSNA begins mid February.</p> <p>- Employee Recognition Celebration – was a great celebration. Kendall would like to acknowledge the Employee committee for all their hard work! It was a great success.</p> <p>Clinic EMR – 2/7 & 2/8 Greenway will be here to present 2/13 & 2/14 NextGen will be here to present</p>	No discussion
2013 WSHA conference	Darren asked the board members if they are interested in attending the WSHA Lake Chelan conference this June.	Tammie will look at the dates and see about reserving rooms at the lodge. Darren will bring this back at the next board meeting.
Annual Audit	The board discussed an outside Audit review. This is something Terry Finklein had brought up. Delap was one option. Kendall & Kathy will look into other outside companies.	Kendall will follow up at the next board meeting.
PUBLIC PARTICIPATION	Darren Thorsen opened it for public participation.	No action required.
Adjournment	The meeting adjourned at 6:44 p.m.	