



**Public Hospital District 3 of Pacific County
Ocean Beach Hospital and Medical Clinics
BOARD OF COMMISSIONERS MEETING
March 26, 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 March 26, 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	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 February minutes.	A motion to approve the minutes of the February 26, 2013 was made by Nancy Gorshe; Alan Johnson seconded. The motion passed by unanimous vote.
Board Bylaws	Board Bylaws revisions / amendments – Darren introduced Resolution 2013-01	All were in favor.
Consent Agenda		
Quality Report	Patient Quality summary report – reviewed HCAPS – Linda talked about Patient Quality will be measuring the HCAPS. This is a service through Healthstreams. A patient survey will be done either by	No discussion

	<p>mail or phone call for inpatient only for right now.</p> <p>2012 CAH report – see attached Summary reflected some of the challenges in 2012</p>	Reviewed and approved by the commissioners.
<p>Finance Committee</p> <p>Approval of Vouchers</p> <p>February Finance Reviewed By Kathy Hubbard</p> <p>Aged Accounts Payable</p> <p>Accounts Receivable</p> <p>Financial Dashboard</p> <p>Charity Care</p>	<p>Vouchers – February 2013</p> <p>Kathy presented the February Financials. See attached.</p> <p>Kathy shared the CRAFT 3 (Shorebank) loan is paid off</p> <p>Aged Accounts Payable Report: up since February due to disruption in cash flow the beginning of the month. It will take about 6 weeks to work it down to prior levels.</p> <p>AR in the hospital is little over 58. Days as of today Clinic is at 44 days Lump sum payment to Medicare (towards the %532k)</p> <p>The Financial dashboard – reviewed</p> <p>Kathy shared rather than handing out financial aid applications policy says they are to exhaust every other source before it becomes a charity. The policy says they must have a denial letter before they qualify. Kathy mentioned she is expecting more in March. She does monitor it closely, any thing \$1,000 or more she reviews or/and show Kendall for his approval.</p>	<p>A motion to approve the February vouchers was made by Nancy Campiche; Nancy Gorshe seconded the motion. The motion passed by unanimous vote.</p> <p>No Discussion</p> <p>No Discussion</p> <p>No discussion</p>
<p>Strategic Planning By Kendall Sawa, CEO</p>	<p>Update – EMR / IT</p> <p>Josh Holt accepted the interim lead position Josh – gave a presentation on which EMR the clinic will be going with. Nextgen is the chosen EMR. Josh also presented Maxwell IT. They are a company who will be the help desk for Nextgen and OBH. Compared to hiring a FT help desk it would be advantages and cost saving to contract with Maxwell IT. Darren requested for a timeline of the implementation</p>	Discussed and approved by the board of commissioners to move forward with NextGen EMR for the clinic and all were in favor on the Maxwell IT.

	for NextGen & Healthland to be shared with the commissioners on a monthly basis.	Kendall will include this at the next board meeting and ongoing.
Service Lines	Paula Smith – presented an update on Echocardiology and Interpath	
Communication Plan	Geri Marcus – gave an update on how communication is handled. Geri shared there is internal and external communication. Geri shared internally she sends out the Enews a 5-7 days after the board meeting. Also, communication goes out via email if there is something pressing. Externally Kendall does an article for the Chinook Observer about once a month. Geri also shared she runs adds for providers and services. Keep reminded this is limited due to fees that are involved with advertising.	
Medical Staff	<p>Appointments / Reappointments</p> <ul style="list-style-type: none"> ▪ William Chisholm, CRNA Independent Licensed Practitioner – Reappointment <p>Emergency Medicine Provisional Appointments 6 months Dr. Mark Borden, Appointment 6 months provisional</p>	A motion to approve the Appointments / Reappointments was made by Nancy Campiche; Nancy Gorshe seconded the motion. The motion passed by unanimous vote.
Foundation Proposal	Geri gave a presentation on behalf of the foundation of a proposal for the hospital to hire a FT Executive Director. Presentation see attached.	
CEO Report ACME update	<ul style="list-style-type: none"> - ACME report - ACME came in did an assessment of the business office. Kendall shared he will contract with them to have them help with implementation of processes and education. 	No discussion
Ferguson property update	Kendall shared	
Primary Care update	Kendall presented an update on providers productivity. Presentation attached.	
Organizational Chart	Reviewed	
PUBLIC	Darren Thorsen opened it for public participation.	No action required.

PARTICIPATION		
Adjournment	The meeting adjourned at 7:43 p.m.	