



**Public Hospital District 3 of Pacific County  
Ocean Beach Hospital and Medical Clinics  
BOARD OF COMMISSIONERS MEETING  
April 23, 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 April 23, 2013 at 5:40 pm</p> <p><b>Commissioners present:</b> Darren Thorsen, Chairman of the Board; Nancy Campiche, Secretary of the Board; Nancy Gorshe and Alan Johnson</p> <p><b>Also Present:</b> Kendall Sawa, CEO Linda Kaino, CNO Kathy Hubbard Dr. Law, Chief of Staff Tammie Jefferies, Executive Assistant (recorder)</p> <p>Absent: Garnette Sutherland</p>	
AGENDA	Darren Thorsen requested approval for the agenda	A motion to approve the agenda was made by Nancy Campiche; Nancy Gorshe seconded. The motion passed by unanimous vote.
MINUTES	Darren requested approval for the March minutes.	A motion to approve the minutes of the March 26, 2013 was made by Nancy Gorshe; Alan Johnson seconded. The motion passed by unanimous vote.
Board Bylaws	Darren requested an approval for Resolution 2013-01 amendments to the BOC bylaws	A motion to approve the 2013 amendments to the bylaws was made by Nancy Campiche. Alan Johnson seconded. All were in favor.
Consent Agenda	EOC Quarterly Report - reviewed	A motion to approve the 1 <sup>st</sup> quarter EOC report was made by Nancy Campiche; Nancy Gorshe seconded. The motion passed by unanimous vote.

Finance Committee		
Approval of Vouchers	Vouchers – March 2013	A motion to approve the March vouchers was made by Nancy Gorshe; Nancy Campiche seconded the motion. The motion passed by unanimous vote.
March Finance Reviewed By Kathy Hubbard	Kathy presented the March Financials. See attached.	
Aged Accounts Payable	Aged Accounts Payable Report: continuing to pay down	No Discussion
Accounts Receivable	Gross AR days are showing improvement down to 52 days for the hospital for March Clinic is currently at about 47 days	No Discussion
Days of Cash	Currently maintaining 3 days of cash One of our goals is to build up the cash reserve	No discussion
Strategic Planning Committee	Kendall requested for the committee to meet June 25 <sup>th</sup> before the board meeting on that day.	
Strategic Planning By Kendall Sawa, CEO	EMR update - Timeline – on target. (attached) Currently we are at the assessing & initiate phase / assessing hardware and capabilities and getting in test mode by 1 <sup>st</sup> of June. Beginning training in September and Go-Live is set for Nov. 13 <sup>th</sup> Once we go live on the 13 <sup>th</sup> of Nov we would inform Medicare to receive the meaningful use reimbursement. It does require us to use with no interruptions for 90 days.  Clinic EMR update – July 1 <sup>st</sup> is the Go-Live date	
Service Lines by Kendall Sawa	Urology – Begins June 11 <sup>th</sup>  Echocardiology Echo Tech evaluated April 19 <sup>th</sup> – estimating 2-3 months of	

	<p>training required Cardiology from PH SJMC &amp; PH SW visiting April 24<sup>th</sup> Women's Health – ongoing contractual discussion underway</p> <p>Family Health Center Planning to meet in the upcoming two weeks The disconnect happened years ago with our ancillary services. This will be an opportunity for us to get the services back in lab and radiology.</p> <p>Kendall shared he is pursuing KLEAN Rehab. They have met a couple of times. We are in the initial stages of exploring feasibility and value of program. Looking in to designating swing bed program for the purpose of rehab. MCR reimbursed at \$2583.00 per day. Currently KLEAN has a transfer agreement with Astoria and we are looking at getting it transferred to OBH.</p>	
HCAPS	Beginning 4/1/13 we started sending out surveys to our inpatient. This is aligned with Quality and patient Experience Goals.	
IT department	Continuing to work towards an agreement to establish 24 hour help desk support. In the meantime pursuing seek temp help for 1-2 months until we complete the contract.	
Primary Care	<p>Kendall shared we have been working very closely with the provider care how to meet the community primary care needs.</p> <p>By area code – we are only capturing 23% of our service area</p> <p>We put together a list of things on what we want to center ourselves on:</p> <ul style="list-style-type: none"> <li>Create improved access to primary care services</li> <li>Provider shortage in primary care</li> <li>Improve provider efficiency</li> <li>Collaborate for services not available in the community</li> <li>Develop / educate community to build awareness of service offerings and expertise locally</li> </ul>	
Revenue Cycle Manager	<p>Interviewed a candidate - it was a very good candidate</p> <p>We are keeping our options open / operationally strong.</p>	

	<p>This position is critical  Alan Johnson asked what the description of Revenue Cycle Manager – Kendall explained the job description. Kendall shared we still have an active engagement with Lindsay w/ ACME</p>	
Foundation update	<p>Kendall explained he is continuing to review the feasibility that was proposed. Next step is he is meeting with South Pacific community foundation. Then he will evaluate and make determination of the proposal.</p>	<p>Nancy Gorshe recommended having the discussion in the finance committee. All agreed.</p>
General Surgery	<p>Kendall shared he is continuing to recruit. Did proceed with Dr. Forte credentialing. Would like to use 3 more days of surgery. Dr. Forte is willing to give 1 day long w/ Dr. Duret.  Dr. Schultz is in the beginning stages of credentialing  We are planning on a meet &amp; greet with our providers in the future.  Nancy Campiche asked how they are going to be paid – Kendall shared he has not worked out a compensation model as of yet.</p>	
Medical Staff	<p>Appointments / Reappointments  Dr. Forte – General Surgery – Provisional 6 Months  Dr. Bell – Emergency Medicine – Active 2 Years</p>	<p>Nancy Campiche &amp; Nancy Gorshe have reviewed the files and recommends for approval. Alan Johnson seconded. All were in favor.</p>
New Business:	<p>Washington State Hospital Association 2013 Annual Conference – discussion on whether the board of commissioners are attending. Decision was to have Tammie to continue with looking for accommodations.</p>	
PUBLIC PARTICIPATION	<p>Darren Thorsen opened it for public participation.</p>	<p>No action required.</p>
Adjournment	<p>The meeting adjourned at 6:23 p.m.</p>	