



**Public Hospital District 3 of Pacific County  
Ocean Beach Hospital and Medical Clinics  
BOARD OF COMMISSIONERS MEETING  
October 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 October 22 2013 at 5:37 pm</p> <p><b>Commissioners present:</b> Darren Thorsen, Chairman of the Board; Nancy Campiche, Secretary of the Board; Nancy Gorshe , Alan Johnson ; &amp; Garnette Sutherland</p> <p><b>Also Present:</b> Kendall Sawa, CEO Linda Kaino, CNO Geri Marcus (recorder) Tammie Jefferies, Executive Assistant (recorder)</p>	
AGENDA	Darren Thorsen requested approval for the agenda	A motion to approve the agenda was made by Alan Johnson; Nancy Gorshe seconded. The motion passed by unanimous vote.
MINUTES	Darren Thorsen requested approval for the September minutes.	A motion to approve the minutes of the September board meeting was made by Nancy Campiche; Alan Johnson seconded. The motion passed by unanimous vote.
Introduction	<p>Kendall introduced Beth Hash the new Business office manager. Beth updated the board on the business office</p> <p><b>Key Highlights:</b></p> <ul style="list-style-type: none"> <li>• Percent of overall revenue collected: <ul style="list-style-type: none"> <li>- Down 4% from 67% in Aug to 63% in Sept.</li> <li>- We had problems with FISS connectivity in September have since been resolved.</li> <li>- Substantial amount of dictation for August is still</li> </ul> </li> </ul>	

	<p>outstanding. The majority of this is Medicare patients.</p> <ul style="list-style-type: none"> <li>• Percent of Medicare revenue collected: <ul style="list-style-type: none"> <li>- Down 4% from 61% in Aug to 57% in Sept.</li> </ul> </li> <li>• A/R days: <ul style="list-style-type: none"> <li>- Up 2 days from 43 to 45</li> </ul> </li> <li>• Gross A/R: <ul style="list-style-type: none"> <li>- Remained steady at 2.7M</li> </ul> </li> <li>• A/R over 90 days: <ul style="list-style-type: none"> <li>- Increased 2% up to 37%</li> </ul> </li> <li>• Staff Quality: <ul style="list-style-type: none"> <li>- Staff follow up quality has not improved significantly from Aug to Sept. Accounts are being audited and each staff member is receiving individual education. Weekly staff meetings are being held for PFS, HAM and HIM to improve communication.</li> </ul> </li> </ul>	
Affordable Care Act / Health Benefit Exchange update	Beth Hash shared that they have a dedicated patient representative handling all this for the community and hospital. This started 10/1 and as of today people have signed up. The PFS Rep is getting more calls everyday and sending out letters to patients. They are trying to work with community to make this an easy program with everyone.	
Board Report	<p>20 Questions Every Washington Board Hospital Board Needs to be Able to Answer – Summary</p> <p>Nancy Gorshe – gave a summary on Chapter 1</p> <p>Nancy recommended for each board member to read a chapter and then give a summary at the board meetings.</p>	Darren Thorsen will give a summary on Chapter 2 at the Nov board meeting and Alan Johnson will give a summary on Chapter 3 at the Dec board meeting.
Consent Agenda	<p>Human Resources Report</p> <p>Patient Quality – Linda shared it was a very short meeting this month due to a strict timeline for the EMR. Linda mentioned there not many deficiencies.</p>	Approved with no discussion.
<p>Approval of Vouchers</p> <p>September Financials Reviewed By Kathy Hubbard Preliminary 2014 budget</p>	<p>Vouchers – September 2013</p> <p>Kathy Hubbard presented the September Financials. See attached.</p> <p>Kendall went over the preliminary budget to the board. Kendall requested the board to schedule a Special Board</p>	<p>A motion to approve the August vouchers was made by Nancy Campiche; Nancy Gorshe seconded the motion. The motion passed by unanimous vote.</p> <p>See attached</p>

	<p>meeting in November to approve the final budget.</p> <p>The board approved November 4<sup>th</sup>, at 5:30pm to have a Special Board meeting for approval of the budget.</p>	
<p>Strategic Planning By Kendall Sawa, CEO</p>	<p>EMR update – Kendall thanked the EMR team and all staff for all their time they have put in. This week they are running parallels. The Go Live date is scheduled for Oct 28<sup>th</sup>.</p> <p>Primary Care: Kendall shared he was hoping to have more of a robust proposal at this meeting. PHSJMC would like to come out and meet 1:1 with our providers to look at risk and other things that might come up like if it will be a good fit for both sides.</p> <p>DOH State Survey – the plan of correction has been sent in and they have accepted it.</p> <p>Lab State Survey – Kendall shared the lab was surveyed last week and there were 4 findings none that apposed a risk to patients.</p> <p>Recruitment Primary Care: currently searching for locum and permanent.</p> <p>Emcare contract – Kendall and the board reviewed the 2 options. Kendall’s recommendation is to with option 2: OBH assume billing and coding responsibilities and engage with Emcare at an hourly rate to provide qualified ED physicians, medical director services, and ongoing quality support.</p>	
<p>Medical Staff</p>	<p>David Johnson , MD – 6 months provisional ED</p>	<p>A motion to approve the appointments was made by Nancy Gorshe; Nancy Campiche seconded. The motion passed by unanimous vote.</p>
	<p>Darren shared that he and the board have recognized the staff’s hard work during this time of EMR implementation. The board of commissioners thanked them.</p>	
<p>PUBLIC PARTICIPATION</p>	<p>Darren Thorsen opened it for public participation.</p>	<p>No action required.</p>
<p>Adjournment</p>	<p>The meeting adjourned at 6:55pm</p>	

