



**Public Hospital District 3 of Pacific County  
Ocean Beach Hospital and Medical Clinics  
BOARD OF COMMISSIONERS MEETING  
November 25, 2014**

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 November 25, 2014 at 5:30 pm</p> <p><b>Commissioners present:</b> Darren Thorsen, Chairman of the board; Nancy Gorshe, Secretary of the Board; Alan Johnson; Suzanne Staples, &amp; Steven Linhart</p> <p><b>Also Present:</b> Kendall Sawa, CEO Linda Kaino, CNO Kathy Hubbard, Controller Tammie Jefferies, Executive Assistant (recorder)</p>	
AGENDA	Darren Thorsen requested approval for the agenda with one addition – there will be an executive meeting.	A motion to approve the agenda with the one additions was made by Nancy Gorshe; Sue Staples seconded. The motion passed by unanimous vote.
MINUTES	Darren Thorsen requested approval for the October minutes.	A motion to approve the minutes of the October board meeting was made by Steven Linhart; Sue Staples seconded. The motion passed by unanimous vote.
Board Report	<p>20 Things a board Should Know – Darren Thorsen Reviewed Chapter 8.</p> <p>Reminder – Board &amp; Provider meeting December 3<sup>rd</sup> at 0730</p> <p>Nomination forms have been sent out for Chairman and Secretary.</p>	<p>Kendall will send a draft agenda prior to the meeting.</p> <p>Send completed form to Tammie.</p>

Human Resource Report	Human Resource report:	Nancy Gorshe moved to approve the HR report. Sue Staples seconded. The motion passed by unanimous vote.
Quality	Review of the QHI dashboard Meaningful use report	
Approval of Vouchers  Financials	Vouchers – October  Kathy Hubbard presented the September Financials. See attached. Washington state Financial Audit has been postponed. The auditor has offered to do the audit without coming in to save some money for the hospital.	A motion to approve the vouchers was made by Nancy Gorshe; Steven Linhart seconded. The motion passed by unanimous vote.
Medical Staff Report	None	
CEO Report	<p>Nurse Practitioner will be here on December 1<sup>st</sup>. She will begin as a temporary to a possible permanent.</p> <p>Foundation update – Kendall recommends to add this to the Strategic planning meeting. At the last foundation meeting they are requesting for information on the FTE and the Ferguson funds. Kendall shared the Ferguson funds were directed straight to the hospital but this is something we will need to look at to make sure the Ferguson's are recognized in the way the family wants it to be. We will continue to discuss at the meeting on Friday.</p> <p>IT update - We are in a different place than what we were months ago. We have invested in this department quite a bit. We have one staff person along with 24/7 IT support through Maxwell IT. Maxwell IT has announced that we qualify for an exchange server install for no charge for being a public entity.</p> <p>The VPN is complete – this will allow the Patient Portal to work and will allow us to grow for the future.</p> <p>Clinic EMR – we have engaged with Nextgen to install the EMR at the clinic. It may take up to 3 months to complete.</p>	

Strategic Planning Committee	Meeting reminder December 5 <sup>th</sup> 0800-1400 Kendall will have an agenda out early next week.	
PUBLIC PARTICIPATION	Darren Thorsen opened it for public participation.	No action required.
Executive Session	Darren adjourned the general session at 6:45pm and entered in an Executive Session to discuss employee matters. Executive Session ended at 7:10pm	No decisions were made.
Adjournment	The meeting adjourned at 7:10pm	