



**Public Hospital District 3 of Pacific County  
Ocean Beach Hospital and Medical Clinics  
BOARD OF COMMISSIONERS MEETING  
October 27, 2015**

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 27, 2015 at 5:30 pm</p> <p><b>Commissioners present:</b> Nancy Gorshe, Chairman of the Board; Alan Johnson, Darren Thorsen, Steven Linhart, Suzanne Staples</p> <p><b>Also Present:</b> Kendall Sawa, CEO Linda Kaino, CNO Tammie Jefferies, Executive Assistant Beth Hash, Accountant</p>	
AGENDA	Nancy Gorshe requested approval for the agenda.	A motion to approve the agenda was made by Alan Johnson; Steven Linhart seconded. The motion passed by unanimous vote.
MINUTES	Nancy Gorshe requested approval for the September minutes.	A motion to approve the minutes of the September board meeting was made by Steven Linhart; Alan Johnson seconded. The motion passed by unanimous vote.
Board Report	<p>Chapter 17 was reviewed by Sue Staples. Next Chapter is 18 and Nancy Gorshe will be reviewing.</p> <p>Due to the holidays it is being requested that the board meetings change for the month of November and December. It was agreed the November Board Meeting will be on November 17<sup>th</sup> and the December board meeting will be on December 15<sup>th</sup>. By moving these meetings up it will also affect the finance and strategic planning meetings.</p>	

	<p>Board Annual Evaluations</p> <p>Board elections for chairman and secretary –the election form will include the two upcoming board members.</p>	<p>Tammie will send out electronic version of the evaluation with a deadline of when to have them returned to her.</p> <p>Tammie will send out electronic the election forms later in November so they can be returned by the December board meetings.</p>
Consent Agenda	<p>Leadership Team – Department communication Need clarification on Infection Control – “discussion on healthcare acquired infections is currently on “rocky road”.”</p>	<p>Steven Linhart moved to approve the Leadership Communication. Alan Johnson seconded. The motion passed by unanimous vote.</p>
Risk Management	<p>On behalf of Julie Oakes – Kendall shared that Julie has been doing some education to staff on how to submit a complaint.</p>	<p>Julie will provide education to the board next meeting in November.</p>
Human Resources Introduction	<p>Kendall introduced John Anglim the new Human Resource Manager. John shared a little bit about himself and shared with the board how he is moving forward with the Employment Engagement Survey.</p>	
Approval of Vouchers  September Financials	<p>Vouchers – September</p> <p>Kendall Sawa presented the September Financials. See attached. The 2014 State Finance Audit is currently happening. Thus far there hasn’t been any findings.</p> <p>Volumes were generally low on inpatient and swing bed. Part of our strategic plan is to reach out to the other facilities who have swing bed and look at their programs to see how to make ours better. Linda and Marianne will be traveling to other facilities in the next couple of months.</p> <p>Inpatient is down 20% this year. Kendall shared they have looked at the national level and they are seeing the same trend. This is an opportunity to look at other ways to bring in services and do something different to keep the cash flow up.</p> <p>2016 budget was reviewed.</p> <p>Resolution 2015-03 – Levy</p>	<p>A motion to approve the September vouchers was made by Darren Thorsen; Steven Linhart seconded. The motion passed by unanimous vote.</p> <p>Nancy made motion to approve the 2016 budget. Steven Linhart seconded; all in favor. The motion passed by unanimous vote.</p> <p>Nancy made motion to approve the 2015-03 Resolution for the Levy. Steven Linhart seconded; all in favor.</p>

2016 Budget Assumptions:

	A	B	C	D
3				<b>Budget Inflation- Detail</b>
4	Rate Increase (revenue)			3.50%
5	Deductions from Revenue			1.50%
6	Misc Operating Revenue			2.00%
7	Medical Supplies			3.50%
8	Drugs			7.00%
9	Non-Medical Supplies			3.50%
10	Utilites			3.50%
11	Pro Fees			3.50%
12	Purchased Services			3.50%
13	Rent/Lease			3.50%
14	Repairs & Maint			3.50%
15	Insurance			3.50%
16	Taxes			3.50%
17	Other Expenses			3.50%

Emergency Dept.

- Revenue = \$630,000 Facility Revenue Increase (Adjustment to acuity scale)
- Revenue = \$600,000 Professional Fee Revenue Increase
- Expense = \$720,000 in ED Services Fees.

Pharmacy

- Revenue = \$1,401,869 Gross Revenue Opportunity (Assumes a January 2016 Initiation).

Cardio-Pulmonary Dept.

- Revenue = \$30,000 (Based upon implementation of Cardiology Services January 2016).
- Expense = \$30,000 Travel and Education (Support for follow up on 2015 Employee Engagement Initiative)
- Expense = \$130,000 Minor Equipment Contingency

Non-Operating Revenue

- Regular Levy = \$1,118,000 (Increase of \$292,297 d/t 2015 Rationing).
- Bonds = \$790,865 (Decrease of \$112,590).

Medical Staff Report

Dr. Neahrng – Ophthalmologist 6 months provisional

Motion made to approve Dr. Neahrng for provisional status. Steven seconded it. All in favor.

Foundation update	Steven Linhart shared we had our Invitational meeting on the 15 <sup>th</sup> of October. It went very well and he feels that we are moving in the right direction. Tammie will be following up with them with a thank email and set a date for December.	
Strategic Planning Committee	Reviewed the Strategic planning grid. – see attached.	Nancy will continue to update as these meetings happen.
CEO report by Kendall Sawa	<p>Recruitment: Kendall shared they have been in conversation with a NP that would come and assist with Dr. Weaver and the clinic. This would help with wait times and also help with things that Dr. Weaver doesn't necessarily need to and free up his time.</p> <p>CRNA – Gave notice of retirement at the end of the year. We will begin the recruitment for this position.</p>	
PUBLIC PARTICIPATION	Nancy Gorshe opened it for public participation.	No action required.
Adjournment	The meeting adjourned at 6:56p.m.	