



**Public Hospital District 3 of Pacific County
Ocean Beach Hospital and Medical Clinics
BOARD OF COMMISSIONERS MEETING
March 22, 2016**

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 22, 2016 at 5:30 pm</p> <p>Commissioners present: Nancy Gorshe, Chairperson Suzanne Staples, Secretary Steven Linhart Ariel Smith</p> <p>Not Present: Madeline Moore</p> <p>Also Present: Larry Cohen, Interim CEO Linda Kaino, CNO Beth Hash, Accountant Tammie Jefferies, Executive Assistant</p> <p>Guest: Eric Volk, WIPFLi CPA</p>	
AGENDA	Nancy Gorshe requested approval for the agenda.	A motion to approve the agenda made by Steven Linhart; Ariel Smith seconded. The motion passed by unanimous vote.
MINUTES	Nancy Gorshe requested approval for the January minutes.	A motion to approve the minutes of the February board meeting was made by Steven Linhart; Ariel Smith seconded. The motion passed by unanimous vote.
Board Report	Sue Staples will reviewed Chapter 19. This chapter covered Community relations. Discussion on how connecting with the	

	<p>community is essential. Sue talked about how it would be beneficial for the hospital and community to do an informational packet or flier that would share services, real experiences and financials.</p> <p>Next Chapter 20 – will be reviewed by Steven Linhart</p>	<p>Larry will work on a community informational sheet.</p>
Resolution 2016-03	<p>Nancy introduced the Resolution 2016-03 at the last board meeting. The resolution changes the time of the regular scheduled meetings to 4:00pm. The bylaws have been amended to reflect this.</p>	<p>A motion to approve the resolution 2016-03 and the amended bylaws was made by Steven Linhart; Ariel Smith seconded. The motion passed by unanimous vote.</p>
Consent Agenda	<p>Quality update – Linda reviewed the quality report and talked about the dashboard. There areas that are improving overall. Linda shared that the quality committee approved a policy for patients to use Royal Cab within a 25 miles radius.</p> <p>Leadership Communication: no discussion</p>	<p>A motion to approve the March Quality report was made by Steven Linhart; Suzanne Staples seconded. The motion passed by unanimous vote.</p>
Approval of Vouchers January Financials	<p>Vouchers – February</p> <p>Larry Cohen presented the February Financials. See attached.</p> <p>General Impressions: <u>Revenue:</u></p> <ul style="list-style-type: none"> ❖ Inpatient revenue down from January ❖ Outpatient revenue up ~\$100K over January ❖ Clinic revenue is slightly down over January ❖ Bad debt reserve requirement less than January ❖ Charity care slightly down from January ❖ Contractual allowances down \$110K from January <p>Expenses:</p> <ul style="list-style-type: none"> ❖ Salary & wages down ~\$140K from January (29 days) ❖ Employee Benefits down ~\$28K from January ❖ Supplies up ~\$11K over January ❖ Purchased Services down ~\$10K from January ❖ Repairs and Maintenance down ~\$22K from January ❖ Ancillary Services Manager salary begins 3/21 ❖ No PeaceHealth reimbursement for CEO costs 	<p>A motion to approve the February vouchers was made by Steven Linhart; Ariel Smith seconded. The motion passed by unanimous vote.</p>

	<p><u>Extraordinary Expenses – March, 2016</u></p> <ul style="list-style-type: none"> ❖ CRNA Recruitment payment of \$18,900 ❖ Next to last BOP payment of \$43K ❖ Extra costs to recruit RNs and related agency costs ❖ Main Lobby/Clinic Lobby Furniture and Carpet ❖ Clinic generator project - ~\$9K (Thank You, Moose Lodge!) ❖ Increased ED provider contract costs # <p># Should be offset by collections – momentum building</p> <p>Other Deals / Items in Play:</p> <ul style="list-style-type: none"> ❖ Switch to the Providence GPO – Vizient (leave Premier) ❖ Installation of a “refurbered” X-Ray Machine - \$115K # ❖ Internalization of “Microbiology” Services - \$100K ❖ Health eXpress name off table – contest to name service ❖ Marketing Plan - \$36K/yr (Newspaper, Radio, Printing ...) ❖ FTES: a) RN Manager; b) SW - .5 FTE @ ; c) HX staff ❖ # Ferguson Funds – no impact on cash – name Suite ❖ @ 1st (and 2nd ?) year paid by Cloverdale Stroke Grant 	
<p>Wipfli – presentation by Erik Volk</p>	<p>Erik Volk – presented Cost Reporting and reimbursement Strategies for Post Acute Settings</p> <p>Post Acute Care Settings Affiliated with CAHs</p> <ul style="list-style-type: none"> • Skilled Nursing Services: <p>Swing Bed Units within Hospital Acute Care Unit Nursing Homes Home Health Services Hospice</p> <p>What is the most common myth related to these services when they are included with a CAH? A hospital cannot make a profit from these services! While generally true, there are many reimbursement strategies and expense management opportunities that may assist with the financial performance of these service lines.</p> <p>Full presentation attached.</p>	
<p>HR – update</p>	<p>John Anglim presented the 2016 OBHMC Employee Engagement Survey</p>	

	<p>Survey Details:</p> <ul style="list-style-type: none"> • 81% participation rate • Goal was to measure satisfaction as well as overall engagement • Utilization of SHRM (Society of Human Resource Management) online survey tool • Results reported by overall hospital ratings as well as group ratings <ul style="list-style-type: none"> • Step 1 – Survey Administration • Step 2 – Focus groups • Step 3 – Compile results and focus group data • Step 4 – Report to Managers • Step 5 – Managers create plans • Step 6 – Managers report out plans / work plans <p>CEO recruitment – discussion on next steps for recruitment. The board approved for John to move forward with the process. John shared</p>	
Medical Staff Report	<p>Appointments / Reappointments:</p> <ul style="list-style-type: none"> • Dr. Gerald Weaver, - reappointment for 2 years Active • Dr. John Dawson, reappointment for 2 years Active • Joseph Murray, CRNA – Provisional 6 months 	Suzanne Staples made a motion; Steven Linhart seconded; all in favor.
QMM	<p style="text-align: center;">2015 QMM REPORT</p> <ol style="list-style-type: none"> 1. <u>Total Number of QMM Reports</u>-171 2. Number Resolved-153 3. Number Pending resolution- 28 4. <u>Total Number Falls</u>-17 Total Number seen by ED Physician -6 5. Number requiring hospitalization (Temporary Major)-1 6. Total number falls referred for Legal-1 7. Total number of falls referred to Peer Review-1 8. <u>Total Medication Errors</u>- 52 9. Adverse Drug Events- 0 10.Total number of Med. Errors referred for Legal- 1 11.<u>Total Number of RCA's</u> resulting from QMM's-1 	

	<p style="text-align: center;">2015 CONCERN REPORT</p> <ol style="list-style-type: none"> 1. <u>Total Number of Patient Concerns</u>- 77 (Please see attached graph) 2. Number resolved-77 3. Number pending resolution-0 4. Total number referred to Peer Review-2 5. Total number referred to HumanResources-1 6. Total referred to CEO-1 7. <u>Total number requiring Mandatory Education</u> -2 <ul style="list-style-type: none"> A.OHSU Burn Center Presentation B. Providence Stroke Team Presentation <p style="text-align: center;">2015 CUSTOMER SERVICE LOG</p> <ol style="list-style-type: none"> 1. <u>Total Number of emails</u>- 32 (Please see attached log) 	
Strategic Planning Committee	<p>There is no update at this time.</p> <p>Coordinating Council plans to meet F2F on April 14th</p> <p>Larry reviewed the CY2016 Stratetic Grid. (attached)</p>	
CEO report by Larry Cohen	<ul style="list-style-type: none"> • Provider Recruitment – engaging Dr. Fitzimmons, and FP in Wyoming – a colleague of Dr. Weaver • Sentry Data Systems - in final negotiations for the 340B services contract • Employee Engagement Survey – focus group meetings underway • WSNA Contract Negotiations – 2nd F2F meeting this Friday, March 25, 2016 <p>Facilities / Security:</p> <ul style="list-style-type: none"> • Camera system installed at the main clinic • Ocean Park Clinic – 2nd floor of a new building (~\$1.50/s.f.) • Gazebo/Garden – outside sound end of IP unit (SB need) • Conversion of “Medical Records” space – OT Kitchen, Meeting Space • Complete Gift Shop Remodel (doors on cabinets/desk placement) 	
PUBLIC PARTICIPATION	Nancy Gorshe opened it for public participation.	No action required.

Adjournment	Reminder – beginning next meeting April 26 th the meetings will begin at 4pm. The meeting adjourned at 7:04p.m.	
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