



**Public Hospital District 3 of Pacific County  
 Ocean Beach Hospital and Medical Clinics  
 BOARD OF COMMISSIONERS MEETING  
 August 26, 2021**

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 August 26, 2021, at 4:10pm by Nancy Gorshe</p> <p><i>DUE TO THE RISE IN COVID OUTBREAKS, THE BOARD OF COMMISSIONERS MEETING IS BEING HELD BY Microsoft TEAMS and Conference Call Line 1.971.337.2050 483# 483#.</i></p> <p><b>Commissioner's present:</b>            Nancy Gorshe, Board Chairperson            Sandra Stonebreaker, Secretary            Ariel Smith            Madeline Moore            Kathlynn Northrup-Snyder</p> <p><b>Also, Present:</b>            Larry Cohen, CEO            Brenda Sharkey, CNO            Beth Hash, Controller            Eric Volk, CPA            Tammie Jefferies, Executive Assistant</p>	
AGENDA	Nancy Gorshe requested to accept the agenda.	A motion to approve the agenda made by Ariel Smith; Kathlynn Northrup-Snyder seconded. The motion passed by unanimous vote.
MINUTES	Nancy Gorshe requested approval for the July minutes.	A motion to approve the minutes of the July

		board meeting minutes was made by Ariel Smith; Kathlynn Northrup-Snyder seconded. The motion passed by unanimous vote.
Board Communication	Education: Presented by Julie Oakes, Risk Manager Julie talked about the process of patient complaints. The software she uses is called ActionCue. It is designed to process the complaints of patient care. Once she receives the complaint, she then mails out a postcard acknowledging it has been received. The postcard indicates it will take 6-8 weeks for the review to be completed. There are many avenues that need to be taken when a complaint comes in. Julie also mentioned if the investigation is taking a longer than expected she does send out a progress letter to let the patient know their concern is getting handled.	
Board Calendar	Board Meeting Schedule: meetings are done virtually until further notice. Foundation Meeting – Tuesday, 9/14/2021 @ 4:00 PM Environment of Care – Tuesday, 9/21/2021 @ 2:00 PM; Quality Committee – Wednesday, 9/16/2021 @ 12:00 PM; Strategic Planning Committee – TBD Finance Committee – Thursday 9/16/2021 @ 10:30am Board Meeting – Thursday, 9/23/2021 – 4:00pm – TEAMS and conference line only. No in person meeting until further notice.	
Consent Agenda	Leadership Communication – It was mentioned that Ron Clark in facilities did an outstanding job on his report this month.	A motion to approve the consent agenda was made by Sandra Stonebreaker; Ariel Smith seconded. The motion passed by unanimous vote.
Quality Report	Quality Report – Refer to executive summary. Kathlyn talked about handwashing report was a little low in some areas this month, the ongoing management issues a lot of indicators are looking up. Kathlyn also shared that she is impressed the management with the clinic issues throughout the time she has been on this committee she has not heard any specific trends.	
EOC Report	EOC Report – No report. Sandy was unable to attend the meeting this month.	
Medical Staff	Kyle Shafer, PA-C – Re-appointment – Family Practice David Attaway, MD Re-Appointment Emergency Medicine Wynn-C Kwan, MD Appointment Emergency Medicine	A motion to approve the consent agenda was made by; Sandra

	<p>Ann De Jong, MD Appointment Emergency Medicine  Michael Lee, MD Appointment Tele-Radiology  Patrick Cox, MD Appointment Tele-Stroke  Bruce Weiner, CRNA Appointment  Ted Gavel, CRNA Appointment</p>	<p>Stonebreaker; Madeline Moore seconded. The motion passed by unanimous vote.</p>
Foundation	<p>Madeline announced they foundation has decided to cancel the golf tournament due to the surge of COVID cases. They are going to contact the businesses who have donated and see what their interest in with getting their donation back or if they would like to have it go towards the next fundraiser.</p>	
<p>Finance Report May  CEO Report</p>	<p>Larry presented the June Finance report. See attached.</p> <p>July Vouchers:</p> <p>32661 thru 32876 Total Distribution Accounts Payable \$1,541,730.18  General Account – including ACH Transactions &amp; Wires  5883 thru 5885 Net Wages including direct deposit transactions \$1,063,518.39</p> <p>Total General Account: \$2,605,248.57  Total Bond Account: \$0.00</p> <p><b>Total: \$2,605,248.57</b></p> <p>Larry reviewed the financials. Inpatient admissions was 42; inpatient length of stay 2.93. Swing bed admissions was 3. Swing bed length of stay was up 9.25. A/R Days were down 50. Days of Cash is at 100. Larry mentioned Beth is working daily with her staff and HRG to improve all the Financial pulse metrics including A/R days.</p> <p>Radiology room is under construction. Should be completed soon. Then the other Radiology room will be worked on.</p> <p>Wellness Center opened on August 2<sup>nd</sup>. The HIM, IT move is taking place they will be now located in the current PT room on the second floor. Naselle clinic is planned to be done in September and hoping to open end of September, first of October.</p> <p>Larry talked about the Ilwaco remodel:  Paint the Ilwaco Clinic and Grey House (blue like the Wellness Center);  Replace the white picket fencing/other landscaping around the Grey House;</p>	<p>A motion to approve the July vouchers was made by Ariel Smith; Sandra Stonebreaker seconded. The motion passed by unanimous vote.</p>

	<p>Pave the parking lot north and east of the MRI pad;          Replace the Ilwaco Clinic Lobby carpet with vinyl plank (infection control);          HVAC system update that balances hot and cold spots (and is greener);          After the “Center Core” area is vacated – add offices for providers/manager (#);          Architect fees (for current plans and plans to be used for GC bids)</p> <p>The UKG/Sage system is on track. Go LIVE is scheduled for October 1<sup>st</sup>. Beth and her team have done a remarkable job in getting this all to happen! Larry also announced that Heather Smalley, business office associate, has really stepped up and helped Beth in preparation of the new system. Beth has given Heather the Lead position in the department. Congratulations Heather!</p>	
COVID update	There is a surge in COVID with the Delta variant. We have gone back to no in person meetings and back to visitor restrictions.	
Employee Recognition	Discussion on how we could thank the employees for their work they have done. Ideas, massage, Madeline shared she could give museum tours, thank you notes with a token and of course food.	
PUBLIC PARTICIPATION	None.	
Adjournment	Nancy Gorshe adjourned the meeting at 5:48pm	