



**Public Hospital District 3 of Pacific County  
Ocean Beach Hospital and Medical Clinics  
BOARD OF COMMISSIONERS MEETING  
October 28, 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 October 28, 2021, at 4:01pm by Sandra Stonebreaker</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 on TEAMS &amp; Conference Line:</b> Sandra Stonebreaker, Secretary Ariel Smith Madeline Moore Kathlynn Northrup-Snyder</p> <p><b>Also, Present on TEAMS &amp; Conference Line:</b> Larry Cohen, CEO Brenda Sharkey, CNO Beth Hash, Controller Eric Volk, CPA Tammie Jefferies, Executive Assistant</p> <p><b>Absent:</b> Nancy Gorshe, Board Chairperson</p> <p><b>Public Audience:</b> Marianne Baker, RN Nurse Manager, Stacey Brown, HR Manager, Colleen Marchand, RN, Employee Health</p>	
<p><b>CONENT AGENDA</b> Agenda September Minutes Leadership</p>	Sandra Stonebreaker requested to accept the consent agenda.	A motion to approve the Consent Agenda made by Madeline Moore; Ariel Smith seconded.

Communication		The motion passed by unanimous vote.
Board opening statement	<p>Madeline expressed some concerns regarding turnover and morale.</p> <p>Madeline &amp; Ariel’s statement:</p> <p>"Ariel and I have met, and we would like to express concerns around staff turnover and staff support from management. We have both received numerous concerns from staff about a lack of consistent and supportive management from managers. From our perspective, it seems that turnover is at an all-time high and morale at a very serious low. We have sent our concerns to leadership but also wanted to make it clear and our concerns as a part of public record.</p> <p>"In addition, we have asked for clarity around hiring guidelines and employee review processes as we believe these could be very helpful in employee retention and instilling in new hires a clear understanding of expectations from both the employee and employer perspectives. We understand that these times have been trying for everyone. But we also believe that employee retention and support from managers to staff should be a top priority among leadership.</p> <p>"We are bringing this up publicly as we have tried to voice our concerns on behalf of staff before and we have not seen much in ways of improvement. We very much value every employee at OBH and it is our job as commissioners to speak up when we believe it is critical to do so."</p>	
Board Announcements	<p>Sandra asked for a motion to move the November and December meetings due to the holidays. Madeline motioned and Ariel seconded the motion; November board meeting will be held on November 18<sup>th</sup> and December board meeting will be held on the December 16<sup>th</sup>; all in favor.</p> <p>Larry reminded the board if they are interested in donating to the WSHA PAC program send their check to Tammie.</p>	
Board Communication	<p>Larry announced he has received 33 COO resumes. Most are not relevant – minimal hospital experience or no advance degree. Some may be better CEO candidates and not likely interested in coming as the COO with a maybe to be the CEO. Continuing to collect resumes.</p>	
Board Calendar	<p>Board Meeting Schedule: meetings are done virtually until further notice.</p> <p>Foundation Meeting – Tuesday, 11/09/2021 @ 3:00 PM</p> <p>Environment of Care – Tuesday, 11/16/2021 @ 2:00 PM;</p> <p>Quality Committee – Wednesday, 11/18/2021 @ 11:30AM;</p> <p>Strategic Planning Committee – TBD</p> <p>Finance Committee – will be included with the November board meeting</p>	

	Board Meeting – Thursday, 11/18/2021 – 4:00pm – TEAMS and conference line only. No in person meeting until further notice.	
Quality Report	<p>Quality Report – Kathlynn shared that Larry did a really nice job of summarizing some of the key issues in his weekly report. She commented that OBHMC is still improving and trending in a good way like in the ER visits and the wellness visits. One of the things that I feel that is reported is that Brenda has reiterated several times now to the managers to make sure that we weren't overwhelming. There are so many elements that have to be tracked. She is reminding them to say no to some things that we don't need to do right now and it isn't anything that is not dangerous to life or limb. We just simply helping the perfectionist people that it's ok we can wait on some things and make sure we prioritize them as we need to. Which is an excellent strategy. The third thing is the data we are using it is working well it feels like it is sharing a better picture for people to look at.</p> <p>Brenda – another highlight is that they went over the disaster preparedness program. This is a CMS requirement. Jaala has done an amazing job in getting all the policy and procedures where they need to be. Next year the plan is to focus on getting all the staff trained in different scenarios so they can feel comfortable and confident that when a disaster does happen, they are prepared.</p> <p>Kathlynn – asked about the antibullying task force. She was asking if it has been put on hold. Brenda talked about how this starts with the managers. The staff need to feel comfortable with going to their manager and talking with them. This will be an item on the monthly manager's meeting agenda. Ariel asked Sandy if she had attended any of the anti-bullying meetings. Sandy said she would be interested but she never had received any invites.</p> <p>Marianne commented that when the antibullying task force created that it was at the beginning of COVID and they felt that some of the concerns could go through Patient Safety and be reviewed. The concern at the time was that the word bullying was used in the employee survey and this is where it all generated from.</p>	
EOC Report	EOC Report – Sandy reported that things are moving along as they should. No big things stood out anywhere. She referred to the managers' report.	
Medical Staff	No Report	
Foundation	The foundation is continuing to plan for their Live Online Auction. It will begin on Nov 12 <sup>th</sup> and end on Nov 21 <sup>st</sup> . A few board members are out gathering items to be put up for auction.	
Finance Report May CEO Report	<p>Larry presented the September Finance report. See attached.</p> <p>September Vouchers:</p> <p>33098 thru 33337 Total Distribution Accounts Payable \$2,663,562.51</p>	A motion to approve the September vouchers was made by Madeline Moore; Ariel Smith seconded. The motion passed by unanimous

<p>Financial Overview</p>	<p>General Account – including ACH Transactions &amp; Wires 5888 thru 5890 Net Wages including direct deposit transactions \$704,173.76</p> <p>Total General Account: \$3,367,736.27 Total Bond Account: \$0.00</p> <p><b>Total: \$3,367,736.27</b></p> <p>Larry reviewed the financials. Inpatient admissions was down from August at 30; inpatient length of stay 4.47. Swing bed admissions were down from August at 3. Swing bed length of stay was up 9.72. August gross patient revenue decreased \$182,930.00; A/R days increased 2 days compared to August; Operating expenses decreased \$94,565 over August; September Contractual Allowance decreased \$242,442 over August. Cash on hand \$22,396,803.62. Days of cash are down from August at 85 days.</p> <p>Medicare owes OBHMC \$2.6 million for the 2020 Cost Report that has a value of 30 days in cash. Expect to see \$1 million to \$2 million in Medicare ACO shared savings for 2021.</p>	<p>vote.</p>
<p>Marketing / Website and other updates</p>	<p>Larry shared that OBHMC had conversation with the new Webmaster, Kelli Sussman. Kelli will be taking the place of our current webmaster, Tiffany. Larry feels that Kelli will be a great asset for adding and redesigning the website.</p> <p>Radiology X-ray room unit is being installed this week.</p> <p>OBHMC has completed the conversion from lawson to Sage Intacct. Beth announced the MM Hayes – Point of Sale will be installed by mid November. This will be nice for dietary, gift shop, employees activities. The employee will be able to swipe their badge instead having to fill out a slip of paper.</p> <p>Parking lot discussion – still moving forward. It could end up being a \$150,000 + project as it needs Department of Ecology and permitting costs. It is looking at they won't get started until 2022.</p> <p>The Essential Workers Bonus will be given out on Nov. 19<sup>th</sup> It will be right around \$170,885.00 for a total cost.</p>	
<p>Resolution 2021-05</p>	<p>Fiscal Signature Authority – Removing Darren Thoren, Kendall Sawa and Linda Kaino. The current signers that will continue are Nancy Gorshe, Larry Cohen and Brenda Sharkey.</p>	<p>A motion to approve the Resolution 2021-05 was made by Kathlynn; Ariel seconded. The motion</p>
<p>Resolution 2021-06</p>	<p>Surplus Equipment – list attached to the resolution</p>	

Resolution 2021-07	<p>Ordinance resolution for Pacific County Budget</p> <p>Sandy asked for a motion to approve the Public Hospital Districts 3 2022 budget; Ariel Smith moved; Kathlynn seconded the motion. All in favor. The 2022 budget is approved.</p>	<p>passed by unanimous vote.</p> <p>A motion to approve the Resolution 2021-06 was made by Madeline; Ariel seconded. The motion passed by unanimous vote.</p> <p>A motion to approve the Resolution 2021-07 was made by Ariel; Kathlynn seconded. The motion passed by unanimous vote.</p>
ACO Update	<p>Brenda gave a brief update on the ACO. Moving forward with the Wellness visits. There are some glitches they have found. They are getting ready to launch another part of it where they are monitoring the patient at home. The patients will be able to do home checks. Sandy asked how do they chose the patients. Brenda shared these are Medicare patients that are contributed to our providers for chronic patients with heart failure COPD. Currently working on the adult wellness visits for Dr. Fabiano’s patients. There are some things that need to be worked out, but they are getting there. Also, focusing on the patients that go to the emergency room and return regularly. The Social Workers are working with the high-risk patients to be sure they have what they need to help them not to have to come back.</p>	
PUBLIC PARTICIPATION	<p>Marianne Baker says over the past 14 years since she has been attending the board meetings; she said the board at that time didn’t seem to be ‘present’ at the meeting. When Nancy joined, she started asking questions after that the board started doing board educations. After the educations the current board started to be more engaged and interactive. Marianne wants to thank them for being more involved with the meetings. As she transitions out of her position, she will try to continue to attend the monthly meetings and she looks forward to the board being able to do roundtables with the staff and will hope to attend.</p>	
Adjournment	<p>Sandra Stonebreaker adjourned the meeting at 5:31pm</p>	