



**Public Hospital District 3 of Pacific County  
Ocean Beach Hospital and Medical Clinics  
BOARD OF COMMISSIONERS MEETING  
November 17, 2022**

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 17, 2022, at 4:00pm by Sandy Stonebreaker</p> <p><b>Commissioner's present:</b> Nancy Gorshe, Board Chairperson Sandra Stonebreaker, Secretary Ariel Smith, Commissioner Kathlynn Northrup-Snyder, Commissioner</p> <p><b>Zoom/Conference Line:</b> Madeline Matson, Commissioner Beth Hash, Controller</p> <p><b>Also, Present</b> Scot Attridge, CEO Brenda Sharkey, CNO Eric Volk, CFO Tammie Jefferies, Executive Assistant</p> <p><b>Public Audience:</b> Unknown</p>	
<b>Board Communication</b>	Nancy asked the board members to share Community meetings they are aware of that Scot and Nancy can attend to talk about the Bond – please send to Tammie. Nancy also welcomed other board members to do a short testimonial training if interested.	
<b>CONENT AGENDA</b> Agenda October Minutes Leadership Communication	<p>Nancy Gorshe requested to accept the consent agenda.</p> <p>Ariel asked if the hospital is fully staffed now. Brenda said they are getting there. They are filling the traveling positions. There are still a few travelers, but we will get there.</p>	A motion to approve the Consent Agenda made by Kathlyn Northrup-Snyder; Ariel seconded. The motion passed by

	Brenda announced that the security guards will begin on November 1 <sup>st</sup> .	unanimous vote.
Employment Survey update	<p>Scot shared Stacey couldn't come tonight. There are things in motion, like leadership is reading a Studer Group book called The Calling. This is allowing the leadership to talk about better ways to communicate. They meet every couple of weeks to talk about the chapters they read.</p> <p>CEO Roundtables will be scheduled for November.</p> <p>Wellness Committee: they sponsored the Columbia River bridge walk. The Wellness committee is looking at ways to find a family to adopt for the holidays.</p>	
November & December board meetings	<p>It was discussed moving the date of November and December board meetings due to the holidays.</p> <p>Sandra Stonebreaker asked for a motion to move the November board meeting from Nov 24<sup>th</sup> to November 17<sup>th</sup>.</p> <p>Sandra Stonebreaker asked for a motion to move the December board meeting from December 22<sup>nd</sup> to December 15<sup>th</sup>.</p>	A motion to approve the November and December board meetings made by Kathlyn Northrup-Snyder; Ariel seconded. The motion passed by unanimous vote.
Board Calendar	<p>Board Meeting Schedule: meetings are done virtually until further notice.</p> <p>Foundation Meeting – Wednesday, 11/09/2022 @ 1:00 PM</p> <p>Environment of Care – Tuesday, 11/8/2022 @ 2:00 PM.</p> <p>Quality Committee – Thursday, 11/16/2022 @ 12:00pm.</p> <p>Strategic Planning Committee – 11/14/2022 @ 11:00am</p> <p>Finance Committee – Combined with November board meeting</p> <p>Board Meeting – Thursday, 11/17/2022 – 4:00pm</p>	
Quality Report	Quality Report: Kathlynn reported the Annual Wellness Visits pilot is going very well. The clinic will add one more provider to the pilot. The 30-day inpatient readmission rate continues to be low at 8.6%. Rachel Cassidy provided training on Standard Operating Procedures. Each manager is meeting with the Quality Department to review goals for the coming year.	
Medical Staff	Reappointment: Stephanie Robinson, CRNA	A motion to approve the reappointment made by Kathlyn Northrup-Snyder; Ariel seconded. The motion passed by unanimous vote.
Foundation	They did not meet. They are regrouping to find a better day and time for their meeting.	
EOC Report	No report.	
Strategic Planning	<p>Nancy shared the bond committee is continuing to meet and is in full bond preparation. The first communication will be going out soon.</p> <p>Strategic Planning Retreat – discussion on when to have it. It was decided to have it in</p>	

	December, preferably the second week of the month if it all works for everyone else. Tammie will send out emails once there is a confirmed date from the facilitator.	
Finance Report September	<p>Eric Volk presented September Finance report. See attached.</p> <p>September Vouchers:  36277 thru 36572 Total Distribution Accounts Payable \$1,878,934.27  General Account – including ACH Transactions &amp; Wires  5929 thru 5931  Net Wages including direct deposit transactions \$731,263.33</p> <p>Total General Account: \$2,610,197.60  Total Bond Account: \$0.00</p> <p><b>Total: \$2,494,065.24</b></p> <p>August  Inpatient Admissions: 27  Inpatient Length of Stay: 6.15  Swing Bed Admits: 0  Swing Bed Length of Stay: 11.15  Acute Patient Days: 139  Swing Bed Days: 0  Gross A/R Days: 47  Days of Cash: 241</p>	A motion to approve the September vouchers was made by Kathlynn Northrup-Snyder; Ariel Smith seconded. The motion passed by unanimous vote.
Budget Y2023	Resolution 2022-10 Levy Resolution for Pacific County was presented. Sandra Stonebreaker asked for a motion;	A motion to approve the Resolution 2022-10 was made by Ariel Smith; Kathlynn Northrup-Snyder seconded. The motion passed by unanimous vote.
CEO Report by Scot Attridge	<p>COVID update:</p> <ul style="list-style-type: none"> <li>▪ Single entry points at all facilities for Patients/Visitors</li> <li>▪ Asking COVID-19 screening questions to patients and visitors at entry</li> <li>▪ Staff may enter/exit from other doorways</li> <li>▪ Staff no longer required to attest for symptoms upon entry/start of shift</li> <li>▪ Visitor limitations still in use but relaxed somewhat</li> <li>▪ Cafeteria closed to public use</li> </ul>	

	<p>Recruiting: Colt Sawyer, FNP will begin November 21, 2022. He will be seeing patients in Ilwaco and do walk in clinics.</p> <p>Scot and Ariel talked about the Annual WSHA meeting. A few sessions they really enjoyed were the New Model for Behavioral Health Crisis. Workplace Violence was a hot topic, they had a legislative preview and the closing speaker wrote a book “Humibitious” Amer is the author and says it is an evidence based book which has change my view about the definition of a true leader.</p> <p><b>Bond/Marketing</b> There will be a newsletter sent out soon – Fall edition. Video spot will be scheduled with Impressing Ideas Productions to do a video with Nancy &amp; Scot to talk about the bond 2023. MTI Studio will be out in November to get employee video spots and update photos for website, social media, and the Neptune Theater ad.</p> <p><b>Facilities:</b> Diesel Tank project has been approved; Elevator project has been delayed due to supply issues. The actual elevator car is manufactured. The clinic remodel is continuing – due to noticing you can hear through the walls; they are looking at noise reduction in the rooms.</p> <p>Added – Security from Washington Guard Services. They will be here 4pm-2am 7 days a week. They are licensed and experienced. They will be walking all over the property checking for locked doors, or unwanted guests. They will be able to assist staff with approval from Dr. or Charge nurse in the event they have a code grey.</p>	
Strategic Planning Retreat	The board strategic planning retreat is scheduled for December 21, 2022, at The Salt. The facilitator is WIPFLI. They will be reaching out to the board and staff to go over some questions.	
PUBLIC PARTICIPATION	None	
Adjournment	Sandy Stonebreaker asked for a motion to adjourn the meeting; Kathlynn made a motion; Ariel Smith seconded; all were in favor. Meeting adjourned 5:26pm	