



**Public Hospital District 3 of Pacific County  
Ocean Beach Hospital and Medical Clinics  
BOARD OF COMMISSIONERS MEETING  
February 22, 2024**

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 February 22, 2024, at 4:00pm by Nancy Gorshe.</p> <p><b>Commissioner’s present:</b>            Nancy Gorshe, Chairperson            Ariel Smith, Secretary, Commissioner            Sandy Stonebreaker, Commissioner            Elise Chayet, Commissioner</p> <p><b>Zoom/Conference Line:</b>            Madeline Matson, Commissioner            Beth Hash, Controller            Carol Zahorsky</p> <p><b>Also, Present</b>            Scot Attridge, CEO            Eric Volk, CFO            Brenda Sharkey, CNO            Christine Bighaus, Risk Manager            Tammie Jefferies, Executive Assistant</p>	
<b>CONENT AGENDA</b> Agenda February Leadership Communication	<p>Correction to the January minutes: Quality Committee meeting will be on Wednesday not Thursday.</p> <p>Nancy Gorshe requested to accept the consent agenda with the correction being made to the January minutes.</p>	<p>A motion to approve the Consent Agenda with the correction made to the minutes was made by Sandra Stonebreaker; Ariel Smith seconded. The motion passed by</p>

		unanimous vote.
Board communication	<p>Board Committees: Nancy shared WSHA The Cost of Caring for WA Communities printout. asked the board members to let her know which committees they have an interest in being on.</p> <p>March Board meeting there will be a guest speaker from AWPHD and the board will be reviewing Scot's goals.</p>	
Board Calendar	<p>Board Meeting Schedule: Meetings will be held via Virtual and In-Person</p> <p>Foundation Meeting – Wednesday, 03/13/24 at 1:00 PM</p> <p>Environment of Care – Tuesday 03/19/24 at 2:00 PM.</p> <p>Quality Committee – Thursday, 03/20/24 at 12:00pm.</p> <p>Strategic Planning Committee – 03/21/24 at 11:30pm</p> <p>Finance Committee –03/21/24 at 10:00am</p> <p>Board Meeting – 03/28/24 – 4:00pm</p>	
Medical Staff	<p>Dr. Belknap reported that the medical staff bylaws are being reviewed. Clinic policies are being reviewed for an upcoming survey. WHALES went live on February 7<sup>th</sup>. This will grant access to the providers to be able to sign off on death certificates.</p>	
Quality Report	<p>Quality Report: Elise shared that it was her first meeting and thanked Beth Armstrong for briefing her beforehand on what to expect going forward. They reviewed last year's quality plan and what will be continued for 2024. Elise said it was a really good meeting. Brenda shared they are currently getting ready for an accreditation survey that will happen in May for all three clinics. Deborah has a team working on policies and other things they may survey. The Compliance Team will be the company doing the survey. (CMS contracts with The Compliance Team)</p>	
Foundation	<p>Madeline reported the foundation added two new board members; Sondra Eaton and Deb Howard. They are currently working on spending down the restricted funds. Sally Macy has a great vision for the foundation and Madeline is excited to see where it goes. Their next meeting they will be proposing their budget, look at ways to help with employee recognition. Next week Madeline will be meeting with Eleanore to talk about the scholarship process. The foundation will be holding a raffle to raffle off a Marie Powel framed picture.</p>	
EOC Report	<p>The fuel tank is still a work in progress, a component of the project was discovered to be broken and now there is another delay. Lab expansion update: preparing to put out the public notice for the public bid once in the coming weeks. The installation of the chiller will likely be started in the spring. The HEAR radio has been installed and is working accordingly. The kitchen hood project is under construction review. The Ilwaco Clinic expansion update: there have been two meetings with the key stakeholders. Discussed architects as guided by legal standards as well as working diligently to create and capture the vision of this building form all staff and providers.</p>	

Strategic Planning	The Executive Team shared the building blocks they have been working on this past year. Our Culture; Primary & Specialty Care The Provider for our Community; Our People Plan; and Our Financial Sustainability. See attached.	
Finance Report January	<p>Eric Volk presented the January Finance report. See attached.</p> <p>January Vouchers:  40826 thru 41062 Total Distribution Accounts Payable \$2,421,968.21  General Account – including ACH Transactions &amp; Wires  5973 thru 5974  Net Wages including direct deposit transactions \$958,482.30  Total General Account: \$3,380,450.32  <b>Total: \$3,380,450.32</b></p> <p>Cash decreased approximately \$1.7 million. Net accounts receivable increased approximately \$1.9 million dollars. Prepaids and other decreased approximately \$230k due to the 2022 ACO escrow payment being refunded. Net capital assets decreased approximately \$52k due to depreciation of assets.  Accrued payroll and liabilities increased \$100k due to increased in payroll accrual.  Accounts Payable decreased due to timing of the check run at month end.</p> <p>January  Operating Margin -4.8%  Total Margin -0.3%  Inpatient Admissions: 18  Inpatient Length of Stay: 17.84  Swing Bed Admits: 2  Swing Bed Length of Stay: 12.27  Acute Patient Days: 184  Swing Bed Patient Days: 34  Days in Net A/R Days: 76  Days of Cash: 123  Debt Service Coverage: 1.6 below benchmarks but above the lender minimum</p>	A motion to approve the January vouchers was made by Elise Chayet; Ariel Smith seconded. The motion passed by unanimous vote.
CEO Report	<p>Scot reported: The Rural Collaborative had a site visit yesterday. They reviewed their annual report. Overall hospital attendance within the 23 members OBH is at 75%. They showed the contracts that each hospital is active in and OBH is active in 10 contracts. The Rural Collaborative Savings: Net \$5,333,591</p> <p>Scot shared the annual WA State Audit is complete with minor corrections to be done.  Bond update: The bond rating is official as of 2/21 OBH received a rating of A1. Interest Pricing/Interest Rate will be announced March 5<sup>th</sup> and closing date/wiring of funds to Pacific County Treasurer will be on March 20<sup>th</sup>.</p>	

Compliance Plan Risk Management Plan	Christine Bighaus, Compliance/Risk Manager presented to the board the 2024 Compliance Plan and Risk Management Plan. She talked about how she has established some goals for the facility: goals for 2024 is to increase event reporting, grievance compliance, peer review, incorporating team tools to give staff tools for safety focus on metrics for providers and medical staff education and core RCA analysis.	A motion to approve the 2024 Compliance Plan was made by Ariel Smith; Sandra Stonebreaker seconded. The motion passed by unanimous vote.  A motion to approve the Risk Management Plan was made by Elise Chayet; Ariel Smith seconded. The motion passed by unanimous vote.
Public Participation	Nancy opened the meeting up to public participation. A guest from the community spoke to the board about concerns with care for herself and a family member. The board thanked her for attending and addressing her concerns. Administration will follow up with her after they do a review. There were no other discussions.	
Executive Session	Nancy Gorshe announced at 5:00pm the board will meet in executive session to discuss termination of a public employee and to discuss a public employee performance review accordance to RCW 42.30.110. The board will be in executive session until 5:45pm The board is not expected to take further action following the executive session	Ariel Smith moved the motion to adjourn the meeting at 5:43pm; Elise Chayet seconded the motion. The motion passed by unanimous vote.
Return to regular session	Nancy Gorshe asked for a motion to adjourn the meeting at 5:43pm.	
Adjournment	Nancy asked for a motion to adjourn the general meeting; Ariel Smith made a motion; Madeline Matson seconded; all were in favor. Meeting adjourned 5:45pm	

Submitted and signed by: Tammie Jefferies, Executive Assistant 2.22.2024