



**Public Hospital District 3 of Pacific County
Ocean Beach Hospital and Medical Clinics
BOARD OF COMMISSIONERS MEETING
March 28, 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 March 28, 2024, at 4:03pm by Nancy Gorshe.</p> <p>Commissioner’s present: Nancy Gorshe, Chairperson Ariel Smith, Secretary, Commissioner Madeline Matson, Commissioner Sandy Stonebreaker, Commissioner Elise Chayet, Commissioner</p> <p>Zoom/Conference Line: Christine Bighaus, Risk/Compliance Manager Carol Zahorsky Beth Hash, Controller</p> <p>Also, Present Eric Volk, CFO Brenda Sharkey, CNO Tammie Jefferies, Executive Assistant</p> <p>Absent: Scot Attridge, CEO</p> <p>Guest Speaker: Joanna Castellanos, AWPHD</p>	
CONENT AGENDA Agenda February	Correction to the February minutes: Quality Committee meeting will be on Wednesday not Thursday. Nancy Gorshe asked to accept the consent agenda with the correction being made to the	A motion to approve the Consent Agenda with the correction made to

Leadership Communication	February minutes.	the minutes was made by Sandra Stonebreaker; Madeline Matson seconded. The motion passed by unanimous vote.
Board Education	Joanna Castellanos with AWPMD presented on “Rules of the Road” Governance Best Practices	
Board Calendar	Board Meeting Schedule: Meetings will be held via Zoom and In-Person Foundation Meeting – Wednesday, 04/10/2024 at 1:00 pm Environment of Care – Tuesday 04/16/2024 at 2:00 pm Quality Committee – Wednesday, 04/17/2024 at 12:00pm Strategic Planning Committee – 04/18/2024 at 12:00pm Finance Committee –04/18/2024 at 10:00am Board Meeting – 04/25/2024 – 4:00pm	
Medical Staff	Dr. Belknap briefly reported that the medical staff bylaws are being reviewed. The new ventilators have come in. Credentialing appointments/reappointments: Dr. J Van Etten, Emergency Medicine Courtesy 2 years Dr. Susan Derry, Emergency Medicine Courtesy 2 years Dr. Rachel Laursen, Tele Medicine/Tele Stroke, Consulting 2 years Dr. Weaver, reappointment General Surgery, Active 2 years	Motion to approve the appointments/reappointments was made by Madeline Matson; Ariel Smith seconded; The motion passed by unanimous vote.
Quality Report	Quality Report: Elise reported the quality committee approved 12 policies. There were six grievances in February. Mortality report – no quality-of-care issues identified in mortality review. Annual review of contracts is happening now.	
Foundation	Madeline reported the foundation made \$1,000 on the Marie Powell picture raffle. The money made will go towards the OR light project. The Scholarship committee is in full force. The board agreed to increase the amount given for each scholarship. They raised it from \$1,000 to \$2,000 for each school. Tammie reported the foundation approved their budget for 2024. They will be attending community meetings and posting more social media to get the foundations name out there.	
EOC Report	Sandy reported the fuel tank components have been installed, a formal walk-through of the system to ensure that is working was done March 20, 2024. There will be a training scheduled with the entire maintenance crew will be done. Lab expansion – waiting on getting all the documentation that is necessary to put this project out for public bid. The OR washer needs to be reinstalled. Plan to finish installation early April. Chiller replacement project will likely be started in the spring. The kitchen hood project has been approved by Construction Review and are soliciting for bids now. Ilwaco Clinic Expansion:	

	<p>putting together a plan to send out RFQ's from 5 architects to ensure we are aligned with state standards for projects of this nature. Pharmacy expansion – the committee has been meeting with an architect and pharmacy staff for that part of the project. Soon being to meet with the nursing team and stakeholders.</p>	
Strategic Planning	<p>Bond Project Committee report. Ariel and Elise met with Scot to come up with a plan on the bond projects. Elise had recommendations on project managers. The next steps will be to talk about project manager steps. Recommendation for this to include the Murdock grant that was received for the Nurses Station and Pharmacy. There was a recommendation to separate the OP remodel from the Urgent Care remodel. The board requested Scot to provide a capital project list.</p>	
Finance Report February	<p>Eric Volk presented the February Finance report. See attached. February Vouchers: 41063 thru 41375 Total Distribution Accounts Payable \$1,993,726.81 General Account – including ACH Transactions & Wires 5975 thru 5976 Net Wages including direct deposit transactions \$991,041.37 Total General Account: \$2,984,768.18 Total: \$2,984,768.18 Cash decreased approximately \$1.1 million. Net accounts receivable increased approximately \$1.5 million dollars. Prepaids and other decreased approximately \$247k 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 \$24k due to increased in payroll accrual. Accounts Payable decreased due to timing of the check run at month end. January Operating Margin -6.4% Total Margin 1.6% Inpatient Admissions: 21 Inpatient Length of Stay: 5.1 Swing Bed Admits: 3 Swing Bed Length of Stay: 6.11 Acute Patient Days: 114 Swing Bed Patient Days: 19 Days in Net A/R Days: 95 Days of Cash: 116 Debt Service Coverage: .5 below benchmarks but above the lender minimum</p>	<p>A motion to approve the February vouchers was made by Ariel Smith; Sandra Stonebreaker seconded. The motion passed by unanimous vote.</p>
	<p>Nancy shared that her and Ariel reviewed with Scot his 2024 goals. They asked Scot to use this as a 'vehicle' going forward. The board will discuss more at the next board meeting</p>	

	when Scot is present.	
Public Participation	Nancy opened the meeting up to public participation. A guest from the community spoke about concerns they have with how the Public Board is not following RCW-42.30.040 Conditions to attendance not to be required. Discussion on when the public comes to the board meeting, and they are asked for their personal information when coming into the hospital. The board will look into the process.	
Executive Session	Nancy Gorshe announced at 5:40pm the board will meet in executive session pursuant of 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 5:45pm; Elise Chayet seconded the motion. The motion passed by unanimous vote.
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 3.28.2024