



**Board of Commissioners
Business Meeting Minutes
Linkletter Hall
April 17, 2013**

The meeting was called to order at 6:00 pm in Linkletter Hall at Olympic Medical Center by board president John Beitzel and was opened with the pledge of allegiance. Also present were Commissioners Jean Hordyk, Jim Leskinovitch, John Miles, MD, John Nutter and Tom Oblak; CEO Eric Lewis; CMO Scott Kennedy, MD; CNO Lorraine Wall, CHRO Richard Newman, CPO Rebecca Corley, MD; Epic Physician Champion Mark Fischer, MD, Marketing Manager Jeff Anderson; Epic Implementation Project Manager Deby King; Legal Counsel Craig Miller; staff; public participants and Executive Assistant Gay Lynn Iseri. Commissioner Jim Cammack was excused.

CONSENT AGENDA

- A. Minutes for March 20, 2013 and April 3, 2013;
- B. Bad Debt for March 2013 in the amount of \$451,731.52;
- C. Vouchers for March 2013 in the amount of \$7,843,026.78; and
- D. Payroll for March 3, 2013 through March 30, 2013 in the amount of \$3,517,591.37.

MOTION: To approve the consent agenda as presented. *Motion carried unanimously.*

PENINSULA BEHAVIORAL HEALTH RESPITE CENTER – Peter Casey, executive director and Josh Jones, MD, medical director

Discussion occurred about the recruitment of a second psychiatrist and a proposed psychiatric respite center. The need for local psychiatric services has grown dramatically, while the number of providers has decreased. Further integration into primary care is occurring with identification and treatment coming to the forefront. Recruitment of a second psychiatrist would enable the provider to be more deeply imbedded within the OMP Specialty Clinics to provide patient care with increased consultation and supervision to front line providers. This additional provider would assist on the Med/Surg Unit at the hospital and also expand Peninsula Behavioral Health services in the community while monitoring patients more closely. For a three-bed program, the estimated cost of establishing the respite center is \$207,000. Peninsula Behavioral Health has committed to up \$60,000. Clallam County has budgeted \$130,000 for the first year, plus funds to renovate at the St. Vincent de Paul building. Donors are being sought from key stakeholders including OMC.

MOTION: To authorize the CEO to enter into an agreement with Peninsula Behavioral Health to provide \$60,000 of operating funding for the second year starting in 2014 and \$60,000 of operating funding for the third year starting in 2015 for the behavioral health respite center. **Motion carried unanimously.**

MEDICAL STAFF REPORT – Madeleine Harrington, MD, chief of staff

Dr. Harrington presented the March 2013 credentials report for approval as follows:

ALLIED HEALTH PROFESSIONAL STAFF

Appointment (change in status) to the Allied Health Professional Staff:

1. Schramm, Maia, PA-C Family Medicine – OMP Primary Care Clinic – Provisional period complete
 - i. Supervising Physician, W. Kintner, MD
2. Starck, Linda, ARNP Family Medicine – OMP Walk In Clinic – Provisional period complete
 - i. Supervising Physician, J. Finman, MD

Additional Privilege Request:

1. Minor, Lynda, ARNP Wound Care – Addition of Short Stay Admission privileges
 - i. Supervising Physician, S. Kennedy, MD

MEDICAL STAFF

Appointment to Active Medical Staff:

1. McDonald, Michael, MD Sleep Medicine – Provisional period complete
2. Secaira, Roberto, MD Cardiology – Returning former staff member

Reappointment to Active Medical Staff:

1. Gouge, Dirk, DO Orthopedic Surgery

Appointment (change in status) to Telemedicine Staff:

1. Wang, Ying, MD Radiology – Provisional period complete

Resignations from the Allied Health Professional Staff:

1. Love, Margaret, ARNP Peninsula Behavioral Health – Resignation effective 8/31/2012
2. Brokschmidt, Carol, MD OMP Women’s Clinic – Resignation effective 01/31/2013

MOTION: To approve the March 2013 Medical Staff Credentials Report as presented. **Motion carried unanimously.**

Amendments to the Medical Staff Bylaws

The housekeeping amendments recommended by the medical staff bylaws committee were presented for approval which included moving students and clinical privileges under policies and procedures for ease of revision.

MOTION: To approve the amendments to the medical staff bylaws as presented.
Motion carried unanimously.

QUALITY REPORT

Focus on Quality – Lorraine Wall, chief nursing officer

Successes were presented for acute myocardial infarction, heart attack care, heart failure, and the surgical care improvement project. The challenges for stroke measures and venous thromboembolism were also presented. See attached presentation slides

FINANCE REPORT

First Quarter 2013 Update – Julie Rukstad, chief financial officer

The income statement came in positive for the quarter and was mostly driven by volume. Adjusted patient days were up 7% from last year, actual operating revenues were \$34.4 million and 1% above budget. Expenses were \$33.8 million, and operating income came in at \$639,000 including interest expense that occurred in January (cost of issuance). Year to date payor mix, total margin, operating margin, district total margin, salaries and benefits compared to net revenue, total AR days, and days cash on hand were also reviewed. See attached presentation slides.

PUBLIC COMMENT

None.

OLD BUSINESS

Epic Implementation Update– Deby King, Epic implementation manager

An update was presented sixteen days prior to go live and noted dress rehearsals, data conversion, technical preparations and work flow are occurring. Data conversion from Meditech to Epic has occurred both electronically and manually in preparation of the go live on May 4. See attached presentation slides.

Laundry Folder / Cross Folder – Richard Newman, chief human resource officer

The request to purchase a new folder and cross-folder for the Laundry department was presented at the cost of \$65,185.26. It was budgeted for 2013 and would replace the current folder purchased in 1975.

MOTION: To approve the purchase of a Laundry Folder / Cross Folder from Lind Laundry Systems at the total cost of SIXTY FIVE THOUSAND ONE HUNDRED EIGHTY FIVE DOLLARS AND TWENTY SIX CENTS (\$65,185.26) as presented. **Motion carried unanimously.**

ADMINISTRATOR'S REPORT

Operations and Legislative Advocacy Update – Eric Lewis, chief executive officer

Consumer Reports ranked OMC as #1 out of the thirty-four largest hospitals in the state for patient safety with a score of 72 out of 100. Safety ratings were based on certain indicators. The Cancer Center's recent ACR accreditation will be promoted more along with the great team of providers. OMC will sponsor a Relay for Life team in both Port Angeles and Sequim. The Board was thanked for approving funding for the Peninsula Behavioral Respite Center. Additional funding could increase capacity to 6 beds in the future. The Sequim Walk-in Clinic is seeing about 20 patients per day. The Sleep Center remodel will be completed the end of May in Sequim. The Emergency Department will add two new rooms in the current break room and director's office. Space at the Women's Clinic and the Primary Care 8th and Vine Clinic is being evaluated to update and increase efficiencies.

Federal legislative advocacy issues were reviewed including the proposed budget that would cut Medicare by \$306 billion. The positive news was in the State budget and Senate funding for sole community hospitals. See attached presentation slides.

NEW BUSINESS

Lab Travelers – Scott Kennedy, MD, chief medical officer

Four travelers for the Lab were requested to assist in staffing needs for the Epic Project.

MOTION: To approve four certified lab technologist positions for staffing needs during the Epic training and go-live period not to exceed ONE HUNDRED THIRTY FIVE THOUSAND DOLLARS (\$135,000) as presented. **Motion carried unanimously.**

Cancer Center Software Maintenance Contract – Scott Kennedy, MD, chief medical officer

The request for approval of the Elekta maintenance and service contract for the software for radiation oncology treatment planning called Mosaic at the cost of approximately \$54,000 dollars was introduced.

Physician Employment Agreement – Rebecca Corley, MD, chief physician officer

Approval of the standard OMP physician employment agreement for Aya Sultan, MD, OB/Gyn was requested. She started as a locums, and is well liked and respected by staff and patients.

The standard agreement included a \$15,000 starting bonus, a four-year retention incentive of \$15,000, medical director compensation of up to \$1,000 per month at \$100 per hour, CME allowance of \$4,000 annually, and housing and living stipends as she wanted to remain a temporary locums for the first six months.

MOTION: To approve the OMP physician employment agreement with Aya Sultan, MD, OB/Gyn at the base salary of TWO HUNDRED THIRTY SEVEN THOUSAND NINE HUNDRED NINETY THREE DOLLARS (\$237,993) as presented. **Motion carried unanimously.**

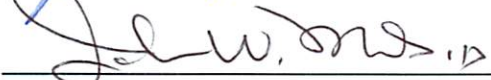
There being no further business the meeting was finally adjourned at 7:29 pm.


APPROVED AND ADOPTED this 19th day of June 2013.

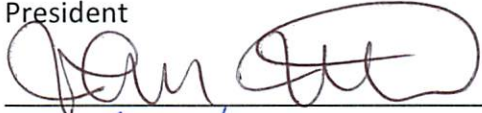
ATTEST:


Secretary

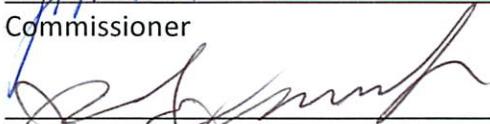

Commissioner


Commissioner


President


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