



**Board of Commissioners  
Business Meeting Minutes  
Linkletter Hall  
August 21, 2013**

At 5:00 pm, the Special Meeting of the Board of Commissioners was called to order by Board President John Beitzel in the Private Dining Room at Olympic Memorial Hospital and was immediately moved to executive session pursuant to RCW 42.30.110(1)(g) to discuss personnel matters for no more than one hour. Also present were Commissioners Jim Cammack, Jean Hordyk, Jim Leskinovitch, John Miles, MD, John Nutter and Tom Oblak. At 5:50 pm, the executive session concluded.

At 6:00 pm, the regular meeting of the Board of Commissioners was called to order by Board President John Beitzel and was opened with the pledge of allegiance. Also in attendance were CEO Eric Lewis, CMO Scott Kennedy, MD, CNO Lorraine Wall, CPO Rebecca Corley, MD, Chief of Staff Madeleine Harrington, MD, Epic Physician Champion Mark Fischer, MD, staff, public participants and Executive Assistant Gay Lynn Iseri.

**CONSENT AGENDA**

- A. Minutes for July 17, 2013 and August 7, 2013;
- B. Bad Debt for July 2013 in the amount of \$549,442.53;
- C. Vouchers for July 2013 in the amount of \$5,893,354.35;
- D. Payroll for the period of July 7, 2013 through August 3, 2013 in the amount of 3,471,487.53.

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

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

Approval was requested for the following new and revised medical staff policies:

G10, Management of Reported Events, Incidents and Injuries – how to report problematic issues, G14, Conduct – for medical staff and allied health professionals, G15, Management of Patient Complaints/Grievances new policy to handle issues more efficiently, and G17, Disaster Responsibilities of the Medical Staff.

**MOTION:** To approve the medical staff policies as presented. *Motion carried unanimously.*

## **QUALITY REPORT**

### ***Focus on Safety – Scott Kennedy, MD, chief medical officer (see attached)***

The quarterly report of the Executive Quality Council monthly safety subcommittee was presented. The Infection Control program was discussed. The program goal is to prevent and eliminate healthcare or hospital related infections such as central line infections, ventilator-associated pneumonia and catheter-associated urinary tract infections. See attached slides.

## **FINANCE REPORT – Julie Rukstad, chief financial officer**

The second quarter 2013 statistics was presented comparing second quarter 2012 to 2013 actual statistics. Adjusted Patient Days were up 1%. Year to date June 2013 statistics were compared with Adjusted Patient Days at 4%. District 2013 second quarter operating results came in lower than projected. Revenues did not come in as planned, and expenses came in less than expected. Year to date operating results were presented for second quarter and year to date. Payor mix indicated Medicare has grown and is now at 57.6%, for a total of 76.9% total government payor mix. Salaries and benefits were up to 67.6%, and total A/R days came in at 66 days, up from 42 days the month prior. Billing office technical issues from the Epic / Lawson implementation caused this increase. See attached slides.

## **PUBLIC COMMENT**

None.

## **OLD BUSINESS**

None.

## **ADMINISTRATOR'S REPORT– Eric Lewis, chief executive officer**

### ***Operations Update***

Future planning has been a recent focus with the strategic plan, 2014 budgets, campus development plans and community health needs assessment. The Community Needs Assessment is a new requirement from the Affordable Care Act to help determine needs and solutions, and together with the other three documents provide the basis to future planning. The strategic plan and budgets will be considered at the November 20 board meeting. The Community Health Needs Assessment will be considered in December for Board approval.

The cardiology recruitment agreement with Swedish is being finalized and will be brought to the next meeting for consideration.

The emergency department remodel will be finished in four phases in order to remain operational, and will be finished by the end of the year.

A request to purchase new beds for the intensive care unit will be presented for potential action in September or October.

Photos of the recently purchased echo cardiology machines were presented indicating the smaller size and improved ergonomics, and the board was thanked for approving the purchase.

The exterior of the hospital is being painted as it's been 20 years since it was last painted.

Implementation of the Affordable Care Act is coming quickly. Uninsured residents, 15% of the population, in Clallam County will have the availability of more affordable insurance. Choice Regional Health Network will cover Clallam County. Some OMC employees will be trained as in-person assisters.

***Legislative Advocacy Update***

Representative Derek Kilmer met with OMC leadership about Medicare cuts, physician reimbursement, the RAC program, the 340 b prescription drug program, and tort reform. As the debt ceiling will be reached in October, the message delivered to him was "No more cuts". He then participated in a brief tour of the hospital and addressed staff in an employee forum.

**NEW BUSINESS**

***Surplus Property – Julie Rukstad, chief financial officer***

Most of the equipment on the list to surplus was obsolete computer equipment and no longer usable.

**MOTION:** To approve the property listed on pages 32-34 of the board packet as surplus. ***Motion carried unanimously.***

***CEO Agreement – John Beitzel, board president***

Deferred.

***Advanced Practice Clinician Agreement – Rebecca Corley, MD, chief physician officer***

The standard APC agreement for Marna Butler, FNP, was presented for consideration with WRVU for incentive above 35%, and a \$2,500 annual CME allowance. She would assist Dr. McDonald at the Sequim Sleep Center.

**MOTION:** To approve the advanced practice clinician agreement for Marna Butler, Family Nurse Practitioner, at the base salary of EIGHTY FIVE THOUSAND DOLLARS (\$85,000) as presented. ***Motion carried unanimously.***

There being no further business the meeting was finally adjourned at 6:48 pm

APPROVED AND ADOPTED this 18th day of September 2013.

ATTEST:

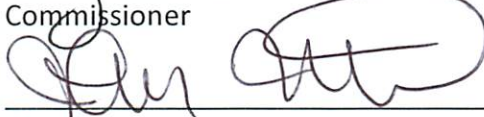
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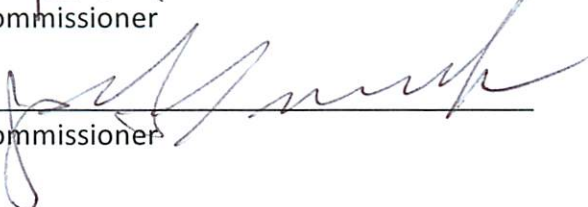
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