



**Board of Commissioners
Meeting Minutes
Linkletter Hall
December 16, 2009**

The meeting was called to order at 6:00 pm in Linkletter Hall by Board President Jim Leskinovitch and the meeting was opened with the pledge of allegiance. Present were Commissioners John Beitzel, Jim Cammack, Arlene Engel, Jean Hordyk, and John Nutter; CEO Eric Lewis, CMO R. Scott Kennedy, MD, CFO Julie Rukstad, Assistant Administrators Rhonda Curry, Pam Hawney, Richard Newman and Lorraine Wall; Administrative Director Donna Davison; Director of Diagnostic Imaging Deby King; Director Cardiac Services Judy Tordini; Chief of Staff Mark Fischer, MD, Legal Counsel Craig Miller; public participants and Executive Assistant Gay Lynn Iseri.

Chief Medical Officer Scott Kennedy, MD introduced Cancer Center Director Tara Lock, and radiation oncologist Rena Zimmerman, MD, board certified in radiation oncology and certified in integrative medicine. Dr. Zimmerman stated she has been impressed with the open mindedness of the board, the medical staff and community in their interest in providing better full patient care. She expressed interest in presenting more information to the board in the future.

OMC VOLUNTEER SERVICES PROGRAM

Patient Relations Manager Liane McGarvie highlighted information regarding the OMC Volunteer Services Program including the Auxiliary who is responsible for raising funds for medical equipment, and Gentle Paws pet therapy program. Kathy Coombes, Volunteer Coordinator, announced over 80 volunteers work in Short Stay, Cardiac Services, Emergency Department, Payroll, various clerical capacities, and in the gift shop. Five volunteers will soon be at the Sequim MSB as greeters at the information desk, and then expand to the Cancer Center and Physical Therapy. Auxiliary President, Patty McCarty and her husband Mark McCarty were introduced.

CONSENT AGENDA

- Minutes for November 18, 2009 and December 2, 2009;
- Bad Debt for November 2009 in the amount of \$380,240.18;
- Vouchers for the month of November 2009 in the amount of \$4,871,672.55;
- Payroll for the Period of November 1 through November 28, 2009 in the amount of \$3,037,639.50.

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

MEDICAL STAFF REPORT

Chief of Staff Mark Fischer, MD requested approval of the Medical Staff recommendations as follows:

AHP STAFF

Reappointment to the Allied Health Professional Staff:

1. Cordova, Cecilia, CNM OB/GYN

MEDICAL STAFF

Reappointment to the Active Medical Staff:

1. Churchley, Stephen, MD Emergency Medicine

Reappointment to the Courtesy Medical Staff:

1. McGovern, Regina, MD Orthopedic Surgery

Resignations from the Medical Staff - Seattle Radiologists – Effective October 20, 2009

1. Ahl, Kathrin L., MD Seattle Radiologists, Inc.
2. Andrews, Robert T., MD Seattle Radiologists, Inc.
3. Azose, Albert A., MD Seattle Radiologists, Inc.
4. Bang, Dae Hee, MD Seattle Radiologists, Inc.
5. Chen, Herbert W., MD Seattle Radiologists, Inc.
6. Clark, Richard D., MD Seattle Radiologists, Inc.
7. Drucker, Mariann J., MD Seattle Radiologists, Inc.
8. Dudley, Morton D., MD Seattle Radiologists, Inc.
9. Feldman, Robert K., MD Seattle Radiologists, Inc.
10. Gleason, Timothy P., MD Seattle Radiologists, Inc.
11. Goiney, Robert C., MD Seattle Radiologists, Inc.
12. Greiner, William E., MD Seattle Radiologists, Inc.
13. Keyser, Charles K., MD Seattle Radiologists, Inc.
14. Larson, Timothy L., MD Seattle Radiologists, Inc.
15. Lemley, William S., MD Seattle Radiologists, Inc.
16. Linn, Margaret R., MD Seattle Radiologists, Inc.
17. Mann, Frederick A., MD Seattle Radiologists, Inc.
18. Manning, Kristin A., MD Seattle Radiologists, Inc.
19. Omdal, David G., MD Seattle Radiologists, Inc.
20. Paprocki, Thaddeus R., MD Seattle Radiologists, Inc.
21. Parker, Colleen J., MD Seattle Radiologists, Inc.
22. Patel, Uresh, MD Seattle Radiologists, Inc.
23. Peters, Michael J., MD Seattle Radiologists, Inc.
24. Rice, Kimball W., MD Seattle Radiologists, Inc.
25. Rosen, Eric L., MD Seattle Radiologists, Inc.
26. Schmiedl, Udo P., MD Seattle Radiologists, Inc.
27. Stracener, Janice C., MD Seattle Radiologists, Inc.
28. Vogelzang, Philip, MD Seattle Radiologists, Inc.
29. Winfield, Kirby, MD Seattle Radiologists, Inc.

LOCUMS TENENS PRIVILEGES GRANTED – FYI

1. Ballard, Gary, MD Radiology

MOTION: To approve the November 2009 Medical Staff Credentials Report as presented. *Motion carried.*

Dr. Fischer requested approval of the proposed revision to the Resident Scope of Practice Form.

MOTION: To approve the proposed revision to the Resident Scope of Practice Form as presented. *Motion carried.*

Dr. Fischer requested approval of the proposed revision to the Medical Staff Reappointment Form.

MOTION: To approve the proposed revision to the Medical Staff Reappointment Form as presented. *Motion carried.*

Dr. Fischer summarized the proposed revisions to the Medical Staff Bylaws and requested approval.

MOTION: To approve the proposed revisions to the Medical Staff Bylaws including *Article 2.6 Reappointment, Article 3.4 Telemedicine Staff, Article 4.7 Disaster Privileges, Article 6.4 Chiefs of Clinical Service, Article 6.7 Conflict of Interest Disclosure & Certification, Article 6.10 Bylaws Subcommittee, Article 7.11 Medical Executive Committee (Quorum), Article 7.21 Pediatrics Committee, Article 7.22 Physician Excellence Committee, and Article 8.4 Annual Meeting* as presented.

Discussion: Commissioner Leskinovitch inquired about the radio training with the medical staff. *Motion carried.*

Dr. Fischer summarized proposed revisions to the Medical Staff Governance policies.

MOTION: To approve the revisions to the Medical Staff Governance Policies MS G 16, “*Physician Health*”, MS G 20, “*Medical Staff Dues, Assessments and Reimbursement*”, and MS G 22, “*DEA Registration Expiration*” as presented.

Discussion: Dues will be discontinued and replaced with appointment and reappointment fees beginning in 2010. *Motion carried.*

Dr. Fischer noted the 2010 Medical Staff memberships listing, and discussed the advantages to the change in term for Chief of Staff.

Dr. Fischer introduced the staff from Medical Staff Services including Director Jeanne Alderson, Credentials Specialist Sally Rowland and Assistant Marisa Bleck. He thanked them for their dedication and excellence in their field. Commissioner Leskinovitch also reiterated his thanks and appreciation for all their hard work with the medical staff and their behind the scenes support.

Chief Executive Officer Eric Lewis and Commissioner Leskinovitch both thanked Dr. Fischer for his dedication and service to Olympic Medical Center in the past years and highlighted his work on patient safety and satisfaction.

QUALITY REPORT

Focus on Quality

Lorraine noted the quality indicators in the packet and reported on the surgical care improvement project, medication reconciliation and rapid response team. See attached slides.

PUBLIC COMMENT

None

OLD BUSINESS

Bone Density Equipment Purchase

Director of Diagnostic Imaging Deby King announced digital equipment will soon eliminate the previous paper system and help improve patient satisfaction. In staying with the same vendor for the purchase of the bone density units, GE, the images would carry over year after year to enable proper trending for patient care issues.

MOTION: To approve the purchase of two GE Prodigy 9 bone density units for a total of NINETY SIX THOUSAND SEVEN HUNDRED EIGHTY SEVEN DOLLARS AND ELEVEN CENTS (\$96,787.11) including tax, and a five year service contract for both units costing FIFTY THREE THOUSAND SIX HUNDRED DOLLARS (\$53,600) or TEN THOUSAND SEVEN HUNDRED TWENTY DOLLARS (\$10,720 annually) as presented.

Discussion: Commissioner Cammack commended the process and reiterated his opinion that compatible machines were important in the selection process. ***Motion carried.***

Dungeness Valley Health and Wellness Clinic (DVHWC) Lab/Imaging Services Agreement

Julie Rukstad, Chief Financial Officer requested approval of the previously introduced agreement with the Sequim clinic.

MOTION: To approve the one year agreement with Dungeness Valley Health and Wellness Clinic to provide no-charge lab and imaging services with a maximum amount of SIXTY TWO THOUSAND DOLLARS (\$62,000) as presented. ***Motion carried.***

Volunteers in Medicine of the Olympics (VIMO) Lab/Imaging Services Agreement, Space Lease and Clinical Services Proposal

Julie Rukstad, Chief Financial Officer requested approval of this previously introduced contract.

MOTION: To approve the one year agreement with Volunteers in Medicine of the Olympics to provide no-charge lab and imaging services for an maximum amount of SIXTY TWO THOUSAND DOLLARS (\$62,000), and the three-year lease renewal for their current space at the cost of ONE DOLLAR (\$1) annually as presented. ***Motion carried.***

Avamere Note Receivable

Julie Rukstad, Chief Financial Officer requested an extension for the note that was due at year-end 2009. She noted the Board Budget and Audit Committee had reviewed and recommended approval of this extension.

MOTION: To approve the five-year extension of the FOUR HUNDRED THOUSAND DOLLARS (\$400,000) Avamere Note Receivable after their 10% down payment of FORTY THOUSAND DOLLARS (\$40,000), with principal and interest paid monthly at SIX PERCENT (6%) for FIVE (5) years.

Discussion: This request was initiated by Olympic Care and Rehabilitation Center to complete remodel of the facility. It was determined beneficial to OMC to be reimbursed at a higher rate than we would receive from investing that money, and beneficial to the community in general. ***Motion carried.***

Process Improvement Consultant

Chief Executive Officer Eric Lewis presented on behalf of Rich Newman, Chief Human Resource Officer the agreement to begin lean process improvement training to staff to reduce costs while providing the same level of quality of care. This will be an internal program to transfer knowledge among staff to train ourselves.

MOTION: To approve the agreement with Lean Legacy, LLC at the total cost of ONE HUNDRED FORTY FIVE THOUSAND DOLLARS (\$145,000) for process improvement training and consulting as presented. ***Motion carried.***

CORRESPONDENCE

Assistant Administrator Rhonda L. Curry read a letter of praise for the OMC Nutrition Services department sent in by Margie Gormly of Port Ludlow, Washington.

ADMINISTRATOR'S REPORT

Mr. Lewis recognized the passing of Lucille Stoval. Ms. Stoval, a former 34-year employee and later a Commissioner for Olympic Medical Center, worked her way up from volunteer to Assistant Administrator. The CCU and 2West tower at the hospital are named after her. He commended her wisdom for saving and investing funded depreciation monies beginning in 1965.

2009 Review and 2010 Plans

Mr. Lewis noted one of the greatest assets of OMC is its talented, hardworking, experienced staff such as Cardiac Services Director Judy Tordini, who is totally dedicated to her job and patients. There are also 999 other people who work for OMC, a dedicated medical staff working to make things better, and volunteers. He summarized patient care statistics for the past eleven months and reviewed support departments. 2009 accomplishments were summarized and 2010 goals and projects were also presented. He stated the biggest goal is to change the health care delivery system including potential payment system changes, and focusing on primary care and chronic disease management instead of fee for disease care. He mentioned public schools are currently underfunded, but are improving lunches and funding for physical and health education because studies indicate you need to be physically fit to learn.

OTHER

Mr. Lewis announced the Downtown Health Clinic is near completion. The first patients should be seen December 28, and OMC service departments will join them in January 2010. An open house will be scheduled in early February 2010.

NEW BUSINESS

Physician Employment Agreement

Chief Medical Officer Scott Kennedy, MD, presented information regarding the physician employment agreement for Raj Deol, MD. OMC currently has two pulmonologists on staff, Drs. Mark Fischer and Rebecca Corley, who are both excited about this new recruit.

MOTION: To approve the physician employment agreement for Raj Deol, MD, pulmonologist, for the guaranteed amount of TWO HUNDRED SIXTY TWO THOUSAND DOLLARS (\$262,000) annually for two years, plus the standard benefits package.

Discussion: The start date for Dr. Deol will be in the summer of 2010 following completion of his fellowship. Scheduling was discussed and will be finalized at a future date. ***Motion carried.***

Cardiac Echo Storage and Reading Stations Purchase

Director of Cardiac Services Judy Tordini summarized the budgeted purchase of the echo storage and reading stations that would eliminate dictation and transcription and introduced her staff.

MOTION: To approve the purchase of three Echo read stations and storage including software, hardware and Meditech interfaces for the total cost of TWO HUNDRED THIRTY TWO THOUSAND ONE HUNDRED SIXTY NINE DOLLARS (\$232,169) plus tax as presented.

Discussion: Implementation would be 90 days, and are waiting for IT installation hopefully in first quarter 2010. ***Motion carried.***

Resolution 433 – Amending the 403b Retirement Plan

Mr. Lewis presented the proposed changes to the 403(b) Retirement Plan for Richard Newman, Chief Human Resource Officer. The changes would bring the Plan into good faith compliance with the Pension Protection Act of 2006, the Heroes Earnings Assistance and Relief Tax Act of 2008, including changes required by the 2008 Cumulative List of Changes in Qualification Requirements and the final 403(b) regulations. These changes did not change the plan design with respect to eligibility to participate or benefits available under the Plan. Approval will be sought at a future meeting.

Low Temperature Sterilizer Purchase

Julie requested approval of this unit to replace a unit that was de-serviced by the FDA for scopes and instruments in one hour instead of eighteen hours.

MOTION: To approve the purchase of a low temperature sterilizer from Amsco to replace the Steris 1 unit for the total cost of ONE HUNDRED TWENTY NINE THOUSAND SIXTEEN DOLLARS AND SIXTY FOUR CENTS (\$129,016.64) as presented. ***Motion carried.***

PUBLIC COMMENT

None

OTHER

Commissioner Leskinovitch reminded commissioners to complete their mid-period CEO evaluation form for discussion at the January 6, 2010 meeting, following the swearing in of Commissioners Cammack, Engel, Nutter and himself, and the election of 2010 officers.

There being no further business the meeting was finally adjourned at 8:23 pm.

APPROVED AND ADOPTED this _____ day of _____, 2010.

ATTEST:

President

Secretary

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner