



**Board of Commissioners
Business Meeting Minutes
Linkletter Hall
December 18, 2013
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 Commissioners Jim Cammack, Jim Leskinovitch, John Nutter (via telephone), and Tom Oblak; CEO Eric Lewis, CMO Scott Kennedy, MD, CNO Lorraine Wall, CFO Julie Rukstad, Risk Manager Donna Davison, Epic Physician Champion Mark Fischer, MD, Legal Counsel Craig Miller, staff, public participants and Executive Assistant Gay Lynn Iseri. Commissioners Jean Hordyk and John Miles, MD were excused.

CONSENT AGENDA

- A. Minutes from November 20, 2013 and December 4, 2013;
- B. Bad Debt for November 2013 in the amount of \$104,684.55;
- C. Vouchers for November 2013 in the amount of \$5,648,745.39;
- D. Payroll for the period of November 10 through December 7, 2013 in the amount of \$1,802,433.26.

MOTION: To approve the Consent Agenda as presented. *Motion carried unanimously.*

**MEDICAL STAFF REPORT – Carleen Bensen, MD, chief of staff-elect
Credentials Report**

The November 2103 Credentials Report was presented for approval as follows:

Allied Health Professional Staff:

Reappointment to the Allied Health Professional Staff:

- Bennett, Stephanie, PA-C, Family Medicine – OMP Primary Care Clinic
Supervising physician: E. Christian, MD
- Turner, Deborah, PA-C, Olympic Medical Cancer Center
Supervising physician: T. Kummet, MD

Medical Staff

Appointment to the Active Medical Staff:

- Saxey, Roderick, MD, RADIA – Radiology
- Williams, Richard Bruce, MD, Endocrinology/Internal Medicine – OMP Specialty Clinic, Pending WA License

Reappointment to the Active Medical Staff:

- Wu, Lisa, MD, Family Medicine, Jamestown Family Health Clinic

Renewal of Privileges, teleradiology:

- Castagno, Arthur, MD, RADIA – Radiology

Resignations from the Medical/AHP Staff (information):

- Westcott, Jeffery, MD, Swedish Cardiology – Resignation effective 10/17/13 (Seeing Swedish patients only at OMP clinic)

MOTION: To approve the November 2013 medical staff credentials report as presented. ***Motion carried unanimously.***

Policies and Privilege Forms:

The following policy revisions (mainly housekeeping changes) were presented for approval:

- G 9, Credentials/Quality Assessment Files (Access, Record Retentions and Confidential Number Assignment)
- G 20, Dues, Assessments and Reimbursement

The ARNP, Sleep Medicine Privilege Form was amended to change the requirement to present each patient to the sponsoring physician after probation period.

MOTION: To approve the medical staff policies and revisions to the privilege form as presented. ***Motion carried unanimously.***

QUALITY REPORT

Focus on Satisfaction – Richard Newman, chief human resource officer

The quarterly report of the Executive Quality Council focus on satisfaction as presented. See attached presentation. Discussion ensued about reducing the noise pollution to promote quieter nights for patients to recover better.

PUBLIC COMMENT (sign in sheet at front table)

None.

OLD BUSINESS

DNV Accreditation – Scott Kennedy, MD, chief medical officer

The formal recommendation to change accreditation services from Joint Commission to DNV was presented to the Board. The accreditation task force, Medical Executive Committee, Executive Quality Council, Olympic Medical Physician's Physician Council all recommended this change to DNV. As soon as the change was approved, an annual survey would occur and subsequent gradual growth to ISO 9001. It was noted the cost was comparable, but the indirect costs was anticipated to be less with DNV due to their progressive accreditation readiness.

MOTION: To approve the recommendation to switch OMC's accreditation organization to DNV as presented.

Discussion: Notification procedures and timing were discussed. ***Motion carried unanimously.***

3-D Mammography Tomosynthesis Equipment – Scott Kennedy, MD, chief medical officer

Formal approval was requested and it was noted this purchase was reviewed by the Board Audit, Budget and Compliance Committee. The purchase would mean new advancement in technology for the community, and would be installed during the first quarter 2014.

MOTION: To approve the purchase of three Hologic machines for 3-D mammography tomosynthesis and two radiologist read stations at the cost of ONE MILLION TWO HUNDRED FORTY-FOUR THOUSAND NINE HUNDRED EIGHTY DOLLARS (\$1,244,980) plus tax, and four additional years of maintenance agreements (following the first year warranty) at the annual cost of ONE HUNDRED NINETY THOUSAND NINE HUNDRED NINETY-NINE DOLLARS (\$190,999) as presented. ***Motion carried unanimously.***

Emergency Department Expansion and Design Contracts – Lorraine Wall, chief nursing officer

The modified expansion was presented for approval that would add 2,800 square feet to the south of the existing hospital emergency department towards Caroline Street, and increasing the number of beds to 21 beds, 4 swing rooms, and 2 secure rooms. It was noted debt funds would be used to pay for this project. The design would be finished by early April with construction beginning in the second quarter 2014 sometime. Completion is scheduled for February or March 2015.

MOTION: To approve the design contracts for the emergency department expansion project not to exceed the cost of TWO HUNDRED FIFTY THREE THOUSAND FIVE HUNDRED NINETY-SEVEN DOLLARS (\$253,597) as presented. **Motion carried unanimously.**

ADMINISTRATOR'S REPORT – Eric Lewis, chief executive officer
2013 Summary

The largest and most important accomplishment in 2013 was the implementation of Epic and Lawson and achieving meaningful use. It was noted meaningful use monies had already been received from Medicare and Medicaid. Awards and achievements were noted, provider recruitment successes, equipment upgrades, community partners, and legislative advocacy was successful to ensure no additional cuts to Medicare in 2014. The 2014 mission critical goals were reviewed. See attached slides.

Board President Beitzel thanked the board and Mr. Lewis for their hard work and success in 2013.

NEW BUSINESS

Physician Employment Agreement – Scott Kennedy, MD, chief medical officer

This completes the transition of all the hospitalists to Olympic Medical Physicians employment agreements with the standard contract, but with no housing or moving stipend included.

MOTION: To approve the standard hospitalist physician employment agreement for Dr. Ianir Divinsky, hospitalist, at ONE THOUSAND THREE HUNDRED TEN DOLLARS (\$1,310) per twelve-hour day shift as presented. **Motion carried unanimously.**

Resolution 472 – Amending the Retirement Plan – Richard Newman, chief human resource officer

The resolution was presented for approval to recognize a maximum amount of contribution allowed to the 401(a) plan due to certain IRS limit regulations regarding contributions, and to allow additional contributions be made to the 403(b) plan.

MOTION: To approve Resolution 472 – Amending the Retirement Plan as presented.

Discussion: Investment options were noted to be identical in both plans.
Motion carried unanimously.

OMP Standard Employment Agreement Update – Jennifer Burkhardt, labor and employment counsel

It was announced that provider employment agreement language has been improved and updated for clarity in certain areas of the contracts. This language will further establish fairness with prudent and thoughtful language enhancement that will add parity for providers and increase efficiency in administration. They will be brought to the next meeting for consideration.

OTHER

It was announced the next regularly scheduled board meeting on 1/1/14 was cancelled due to the New Year's Day holiday. Next meeting regularly scheduled meeting of the board is scheduled for January 15, 2014 at 6:00 pm.

There being no further business, the meeting was finally adjourned at 7:07 pm

APPROVED AND ADOPTED this 15th day of January 2014.

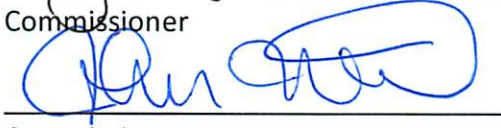
ATTEST:




Secretary




Commissioner



Commissioner



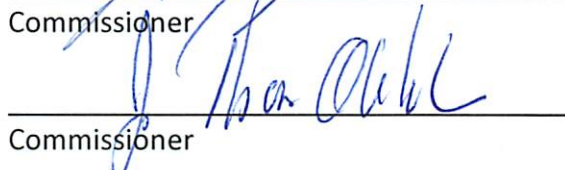
President



Commissioner



Commissioner



Commissioner