



**Board of Commissioners  
Meeting Minutes  
Linkletter Hall  
February 3, 2010**

The meeting was called to order at 6:00 pm by Board President John Beitzel and was opened with the pledge of allegiance. Present were Commissioners Jim Cammack, Arlene Engel, John Miles, MD, and John Nutter; Chief Executive Officer Eric Lewis; Chief Medical Officer R. Scott Kennedy, MD; Chief Financial Officer Julie Rukstad, Assistant Administrators Rhonda Curry, Pamela Hawney, Administrative Director Donna Davison; Chief Technology Officer Linda Brown, Cardiac Services Director Judy Tordini, Lab Director Steve Blackham, Public Relations and Marketing Coordinator Bobby Beeman; Past Chief of Staff Mark Fischer, MD; Legal Counsel Craig Miller; public participants and Executive Assistant Gay Lynn Iseri. Commissioners Hordyk and Leskinovitch were excused.

**SERVICE LINE UPDATE: CARDIOLOGY**

Director of Cardiac Services Judy Tordini announced February is heart month! She presented information about the department services around the heart's blood supply, valves, electrical function, muscle function and rehabilitation issues of the heart with locations of service including both Port Angeles and Sequim. She discussed quality indicators, service indicators, operations, challenges and opportunities. See attached slides.

**LAB SPECIAL CHEMISTRY EQUIPMENT OPERATING LEASE**

Lab Director Steve Blackham discussed the analytical capabilities of the Siemens equipment, the obligations, service improvements and benefits of switching to this new lab equipment. He summarized the benefits of these service improvement and contractual obligations over the next five years and asked for approval of the new equipment with an estimated life expectancy of seven years.

**MOTION:** To approve the equipment lease with Siemens at TWO THOUSAND SIX HUNDRED FORTY TWO DOLLARS (\$2,642) per month for FORTY EIGHT (48) months, the reagent contract commitment of at least ONE HUNDRED NINE THOUSAND TWO HUNDRED FIVE DOLLARS AND SIXTY CENTS (\$109,205.60) annually for five years, and the equipment service contract at SEVENTEEN THOUSAND FIVE HUNDRED DOLLARS (\$17,500) per year starting in year two as presented. *Motion carried.*

**ELEVATOR UPGRADE PROJECT**

Chief Executive Officer Eric Lewis presented an overview of the elevator renovation project scheduled to begin this spring. He summarized the scope of the project involving four elevators in the hospital, timeframe with the completion of the project planned for September 2010, estimated project costs, and the next steps of the project. Two different contracts will be involved, one for the installation of the elevators and another for electrical renovation of all the control rooms. See attached.

### **PROPOSED ORGANIZATIONAL CHART CHANGE**

Chief Financial Officer Julie Rukstad introduced a change to the organizational chart for consideration. With considerable growth in the finance department, the addition of a new director would put the revenue cycle departments (Patient Accounts, Centralized Billing Office, Health Information Management and Patient Access Services) under one person.

### **X-RAY SYSTEM FOR SEQUIM**

Assistant Administrator of Specialty Services Pamela Hawney requested approval of the purchase of an x-ray unit for Sequim.

**MOTION:** To approve the purchase of a GE x-ray unit for the cost of EIGHTY FOUR THOUSAND EIGHT HUNDRED NINE DOLLARS AND NINETY NINE CENTS (\$84,809.99) as presented.

**Discussion:** There will be a 6 week delivery time to the Jamestown family Clinic building where the unit will be located. **Motion carried.**

### **RADIATION ONCOLOGY HARDWARE MAINTENANCE AGREEMENT**

Ms. Hawney then requested approval of the maintenance agreement supporting the server at the Thomas Family Cancer Center that was a budgeted item in 2010.

**MOTION:** To approve the maintenance agreement with Pinnacle for radiation oncology hardware at the total cost of SIXTY FIVE THOUSAND SIX HUNDRED FORTY NINE DOLLARS (\$65,649) for THIRTY ONE (31) months TWO THOUSAND ONE HUNDRED SEVENTEEN DOLLARS AND SEVENTY ONE CENTS (\$2,117.71) per month as presented. **Motion carried.**

### **ECG ELECTRONIC MEDICAL RECORDS CONSULTING PROPOSAL**

Chief Technology Officer Linda Brown presented the proposal to continue the use of consulting services with Executive Consulting Group (ECG) through the April 27, 2010 electronic medical records implementation and an additional month into May 2010 for follow-up if necessary.

**MOTION:** To approve additional hours of consulting services with ECG (Executive Consulting Group) for the GE Centricity project through May 2010 at the cost of ONE HUNDRED NINE THOUSAND SIX DOLLARS (\$109,006) as presented. **Motion carried.**

### **POINT OF CARE HARDWARE PURCHASE FOR EMR PROJECT**

Ms. Brown then requested the purchase of new point of care hardware devices and software that would provide increased security per HIPAA regulations. The hardware would be for the clinic, hospital and home health electronic medical records projects and the purchases would be spread throughout 2010.

**MOTION:** To approve the purchase of point of care hardware and software for clinic electronic medical records, home health and hospital inpatient units at the cost of EIGHT HUNDRED FORTY THOUSAND THREE HUNDRED THIRTY FIVE DOLLARS (\$840,335) as presented. *Motion carried.*

**SUMMARY OF POSSIBLE BOARD EDUCATION AND EVENTS FOR 2010**

Board President John Beitzel noted a calendar indicating educational opportunities and events for the commissioners included in their packet.

**ADDED ITEM: INTERLOCAL AGREEMENT FOR CONSERVATION MANAGEMENT SERVICES**

Administrative Director of Risk Management Donna Davison presented a draft interlocal agreement with 5 other agencies regarding resource conservation management. Each entity would be responsible for a prorated share to cover the cost of the agreement. A grant will cover \$75,000, and the five agencies will split the remaining \$125,000. Olympic Medical Center’s portion would be 36%. This would target one of the Strategic Plan goals around environmental stewardship with a two year commitment.

Mr. Lewis stated it was a great opportunity to work with other local agencies to reduce costs. The first focus will be on conserving electricity and then water consumption.

**PUBLIC COMMENT**

Board President John Beitzel opened the meeting for public comment. It was suggested a green roof be considered for the hospital. It was confirmed the need for additional consulting services around the electronic medical records project hours was recognized since the initial implementation of the project.

There being no further business, the meeting was adjourned at 7:25 pm.

**APPROVED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

**ATTEST:**

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President

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