



**Board of Commissioners  
Meeting Minutes  
Linkletter Hall  
July 15, 2009**

The meeting was called to order at 6:00 p.m. in Linkletter Hall at Olympic Medical Center by Board Secretary John Beitzel, and was opened with the pledge of allegiance. Present were Commissioners Jim Cammack, Arlene Engel, Jean Hordyk, and John Nutter, CMO Scott Kennedy, MD; CFO Julie Rukstad, Assistant Administrators Pamela Hawney, Administrative Director Donna Davison; Chief of Staff Mark Fischer, MD, Legal Counsel Craig Miller; public participants and Executive Assistant Gay Lynn Iseri. Board President Jim Leskinovitch and CEO Eric Lewis were excused.

Chief Medical Officer Scott Kennedy, MD introduced Jim Trounson, President of Medical Management, Nicole Brown, Operations Director, and Jenny Sarault, Recruiter who will recruit the new executive director for Olympic Medical Physicians that will report to Nicole and Dr. Kennedy. Mr. Trounson thanked the board for their dedication and hard work in our rural community to create health care access for patients through clinics that work. He promised to find an executive director who will fit into OMC's culture and noted Ms. Brown will return next month to continue work on OMC projects.

**CONSENT AGENDA**

- Minutes for June 17, 2009 and July 1, 2009;
- Bad Debt for June 2009 in the amount of \$421,719.44;
- Vouchers for the month of June 2009 in the amount of \$6,041,269.49;
- Payroll for the Period of June 1, 2009 through June 27, 2009 in the amount of \$2,922,356.62.

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

**MEDICAL STAFF REPORT**

Chief of Staff Mark Fischer, MD requested approval of the Medical Staff recommendations from June 2009 as follows:

**ALLIED HEALTH PROFESSIONAL STAFF**

***Reappointment to the Allied Health Professional Staff:***

1. Bullard, Danielle, PA-C Orthopedic Surgery

**MEDICAL STAFF**

***Appointment to the Provisional Active Medical Staff:***

- |                          |                    |
|--------------------------|--------------------|
| 1. Sessions, E. Hamp, MD | Radiology          |
| 2. Swanson, Eric, MD     | Internal Medicine  |
| 3. Swanson, Jennifer, MD | Internal Medicine  |
| 4. Watkins, Robert, MD   | Orthopedic Surgery |

***Reappointment to the Courtesy Medical Staff:***

- |                    |                   |
|--------------------|-------------------|
| 1. Shima, John, MD | Internal Medicine |
| 2. Zivin, Adam, MD | Cardiology        |

***Appointment to the Active Medical Staff:***

- |                          |               |
|--------------------------|---------------|
| 1. Niemeyer, Matthew, MD | Ophthalmology |
|--------------------------|---------------|

***Reappointment to the Active Medical Staff:***

- |                         |  |
|-------------------------|--|
| 1. Corley, Rebecca, MD  | Internal Medicine/Pulmonary/Critical Care Medicine |
| 2. Gacek, Edward, MD    | Hospitalist  |
| 3. Martig, John, DO     | Anesthesiologist                                   |
| 4. Olsen, Roger, MD     | Family Practice                                    |
| 5. Reiter, Samantha, MD | Internal Medicine                                  |

***Additional privilege request:***

- |                      |   |
|----------------------|---|
| 1. Ude, Marianne, MD | Family Medicine – OMP-Primary Care Clinic |
|----------------------|---|

**LOCUMS TENENS PRIVILEGES GRANTED – FYI**

- |                          |                  |
|--------------------------|------------------|
| 1. Manangan, Nicanor, MD | Radiology        |
| 2. Mitchell, David, MD   | Radiology        |
| 3. Walzer, Ann, MD       | Radiology        |
| 4. Williams, Ann, MD     | Medical Oncology |

***MOTION:*** To approve the Medical Staff credentials report for June 2009 as presented.  
***Motion carried unanimously.***

Dr. Fischer then presented the revisions to the Medical Staff Governance Policy G21, “Call Responsibilities” and requested approval.

***MOTION:*** To approve the proposed revisions to Medical Staff Governance Policy G21, “Call Responsibilities” as presented. ***Motion carried unanimously.***

## **QUALITY REPORT**

### ***Focus on Safety***

Administrative Director Donna Davison introduced Security Manager Mike Hall who spoke about the seven critical areas of environment of care including emergency management, life safety, security, utilities, hazardous materials and waste, medical equipment and safety management. See attached slides.

## **FINANCIAL REPORT**

Chief Financial Officer Julie Rukstad presented 2009 second quarter financials including second quarter 2009 statistics, second quarter 2009 operating results, year to date June 2009 statistics, district year to date June 2009 operating results, district margin per quarter, district total margin last ten years, district salaries and benefits per net revenue, total accounts receivable days versus unbilled days, and district days cash on hand. Discussion ensued regarding the \$1.3 million in Medicare billing recoveries that took seven years to receive. Ms Rukstad thanked OMC Controller John Lowe for his assistance in this process.

## **PUBLIC COMMENT**

Public member Mike Blackwell inquired about physician recruitment at the 8<sup>th</sup> Street Primary Care Clinic.

## **OLD BUSINESS**

None

## **CORRESPONDENCE**

Noted were a letter in support of NOAA relocating vessels to Port Angeles, and a letter from Clallam County HHS, Olympic Medical Center, and Forks Community Hospital regarding healthcare reform.

## **ADMINISTRATOR'S REPORT**

### ***Organization Chart Revisions***

Dr. Kennedy, sitting in for absent CEO Eric Lewis, presented revisions to the current Organization Chart. He noted increased physician recruitment efforts have been moved from the Chief Medical Officer to the Assistant Administrator of Communications and Strategic Marketing; moving Wound Ostomy from Human Resources to the Chief Medical Officer; moving Cardiac Services from Specialty Services to Chief Medical Officer; moving the physician component of radiology and cancer center to Specialty Services; and moving the Sleep Lab from Specialty Services to Chief Medical Officer. He noted formal approval will be sought at the next meeting.

## **NEW BUSINESS**

### ***Physician Employee Contract***

Assistant Administrator Pam Hawney requested approval of a three year renewal contract for Thomas Kummet, MD, medical oncologist. He will receive standard OMP benefits for a full time physician and a \$24,000/yr stipend for documented medical director work. Dr Kummet has done an outstanding job of providing medical oncology services in the community and shouldered the call with limited time out for vacation the past several years. The contract details include 46 wks/yr, with a 90 day out, 2 year non-compete, and a 3 year guaranteed income base of \$310,000 including a WRVU production based incentive formula and a CME and licensing stipend of \$4,000 per year.

***MOTION:*** To approve an updated three-year physician employment agreement for Thomas Kummet, MD as presented. ***Motion carried unanimously.***

### ***IMPAC Maintenance Agreement***

Ms. Hawney requested approval of the annual maintenance agreement for the IMPAC system at the cancer center that includes electronic medical records for radiation oncology which provides the foundation of a flexible treatment management solution designed to support the complexities of image guided radiation therapy, or IGRT. IMPAC provides a fast and accurate means of defining treatments. She noted the amount of the agreement had not changed from the previous year.

***MOTION:*** To approve the purchase of the one year (5/31/09-5/30/10) IMPAC Medical Systems Service Agreement for a total cost of EIGHTY THOUSAND NINE HUNDRED FIFTY TWO DOLLARS AND FOUR CENTS (\$80,952.04) as presented.

***Discussion:*** It is IMPAC's preference not to offer a multi-year discount.  
***Motion carried unanimously.***

### ***CRNA Employment Contract – Pam Hawney, Assistant Administrator***

Ms. Hawney requested approval of a three year employment contract for Loren Krause, CRNA. This addition will complete coverage for the OB pain service program and he will join Miriam Talley as the second CRNA on the OB pain care service. The contract is 24 (7x24 days) wks/yr, with 90 day out, 6 month non-solicitation of staff, base pay of \$140,000/yr with \$5,833/extra week work if needed. Holiday pay will be \$425 per 24 hour shift and the CME/licensing stipend is \$2,500. Moving expenses are covered up to \$10,000 and housing stipend available at \$1,000/month for 12 months maximum. As a small rural hospital with limited staff, epidurals were not offered to laboring women in the OB department, but this service will now be offered to patients.

***MOTION:*** To approve the three-year CRNA employment contract for Loren Krause, CRNA as presented. ***Motion carried unanimously.***

### ***Capital Purchases***

Chief Financial Officer Julie Rukstad requested approval of two budgeted pieces of capital equipment as reviewed and recommended by the board budget and audit committee:

The first, a CII Safe Control station for the pharmacy to optimize security for Class II controlled (narcotics) substances to enhance OMC's ability to ensure control of these substances more safely.

***MOTION:*** To approve the purchase of the CII Safe Control Station for the Pharmacy Department for a total cost of FIFTY NINE THOUSAND FOUR HUNDRED SEVENTY NINE DOLLARS AND EIGHT CENTS (\$59,479.08) as presented.  
***Motion carried unanimously.***

The second, the purchase of a Genexpert-16 MRSA testing system to test for the MRSA staph bacteria, a newly mandated testing program due by 2010 will allow OMC to move beyond the slower form of testing we currently utilize. The total cost for this new testing device with associated power supply and laser jet printer is \$124,872.46.

***MOTION:*** To approve the purchase of the Genexpert-16 MRSA Testing System for the total cost of ONE HUNDRED TWENTY FOUR THOUSAND EIGHT HUNDRED SEVENTY TWO DOLLARS AND FORTY SIX CENTS (\$124,872.46) as presented. ***Motion carried unanimously.***

Ms. Rukstad then introduced tentative plans for the Sequim campus development including the Jamestown Family Health Clinic. The project includes a road, parking lots, and also a helipad. The main intention is to have loop road around the Medical Services Building, Cancer Center, and Physical Therapy and to widen the entrance.

### **PUBLIC COMMENT**

Public member Mike Blackwell inquired about financial help from OMC for the Jamestown Clinic. It was noted OMC gave Jamestown the property to build on.

### **OTHER**

After a 5 minute break at 7:40 pm, the meeting was moved to executive session by authority of RCW 40.30.110(g) to discuss personnel matters for no more than 60 minutes with no action to follow. At 8:40 pm, the executive session was extended another 35 minutes with no action to follow. At 9:14, the meeting was moved back to open session and finally adjourned.

**APPROVED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

**ATTEST:**

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President

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Secretary

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Commissioner

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