



**Board of Commissioners
Meeting Minutes
Linkletter Hall
April 18, 2012**

At 6:00 pm, the meeting was called to order by board president John Miles, MD in Linkletter Hall and was opened with the pledge of allegiance. Present were Commissioners John Beitzel, Jim Cammack, Jean Hordyk, Jim Leskinovitch, John Nutter, and Tom Oblak; CEO Eric Lewis; CMO Scott Kennedy, MD; CFO Julie Rukstad; CNO Lorraine Wall; CHRO Richard Newman; Assistant Administrator Rhonda Curry; Administrative Director Donna Davison; Chief of Staff Madeleine Harrington, MD; Legal Counsel Craig Miller; public participants and Executive Assistant Gay Lynn Iseri.

CONSENT AGENDA

- a. Minutes for March 21, 2012 and April 14, 2012;
- b. Bad Debt for the Month of March 2012 in the amount of \$407,936.76;
- c. Vouchers for the Month of March 2012 in the amount of \$6,771,895.83;
- d. Payroll for the Period of March 4 through March 31, 2012 in the amount of \$3,421,241.87.

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

MEDICAL STAFF REPORT

Chief of Staff Madeleine Harrington, MD, requested approval of the following March 2012 Credentials Report.

ALLIED HEALTH PROFESSIONAL STAFF

Appointment to the Allied Health Professional Staff:

Depew, Margaret, ARNP	Psychiatric Mental Health - Provisional period complete Supervising physician: Joshua Jones, MD
Johnson-Driese, Laurie, CNM	OB/GYN – OMP Women’s Clinic – Provisional period complete Supervising physician: Carol Brokschmidt, MD
Love, Margaret, ARNP	Psychiatric Mental Health - Provisional period complete Supervising physician: Joshua Jones, MD
Von Michalofski, Saskia, ARNP	Psychiatric Mental Health - Provisional period complete Supervising physician: Joshua Jones, MD

Reappointment to Allied Health Professional Staff:

Funston, Lexine, ARNP Internal Medicine – OMP Specialty Clinic PA
Supervising physician: Mark Fischer, MD

MEDICAL STAFF

Appointment to the Active Staff:

Gutman, Andrew, MD RADIA – Radiology - Provisional period complete

Appointment to Telemedicine Medical Staff:

Manchanda, Vivek, MD RADIA – Radiology – Provisional period complete

Voria, Pooja, MD RADIA – Radiology – Provisional period complete

Reappointment with change in Medical Staff Category to *Consulting Medical Staff:

Palmer, Robert, MD Gynecology

Reappointment with change in Medical Staff Category to *Community Medical Staff:

Bangs, Margaret, MD Family Medicine

Reappointment to *Courtesy Medical Staff:

Clarke, Denise, MD Oral & Maxillofacial Surgery

Peterson, Norman, MD Psychiatry

Taylor-Smith, Paul, MD Pathology

Resignations from the AHP/Medical Staff:

Andrew, Rebecca, PA-C Family Medicine – Primary Care Clinic

Lau, Theodore, MD Cardiology – Resignation effective 3/17/2012

Lewis, Peter, MD Family Medicine – Resignation effective 4/21/2012

Palacio, Carlos, MD Internal Medicine – Resignation effective 1/2/2012

MOTION: To approve the March 2012 medical staff credentials report as presented.

Discussion: Courtesy privileges will continue as a rule for up to twenty encounters per year. ***Motion carried unanimously.***

She then requested approval of the proposed revisions to privilege forms, mostly active status that can refer and follow patients in the medical center.

MOTION: To approve the proposed revisions to the medical staff privilege forms as presented. ***Motion carried unanimously.***

Dr. Harrington requested approval of the proposed amendments to the medical staff bylaws and proposed revisions to the medical staff governance policy G1.

MOTION: To approve the proposed amendments to the medical staff bylaws as presented. *Motion carried unanimously.*

MOTION: To approve the proposed revisions to the medical staff governance policy G1 as presented. *Motion carried unanimously.*

QUALITY REPORT

Focus on Quality – Lorraine Wall, chief nursing officer

Ms. Wall presented the quarterly quality report from the Executive Quality Council. Of note were heart failure process measures, heart failure patients receiving discharge instructions, heart failure patients receiving ACEIs or ARBs for systolic dysfunction, and chronic heart failure program goals. She spoke about the team approach treating patients starting with the physician, nurse, pharmacist, social services, dietitian, physical therapist, respiratory therapist. She then announced work was underway for congestive heart failure pathway beginning by reviewing the current process, utilizing checklists/preprinted order forms, improving patient education, and “dialing for outcomes”.

FINANCIAL UPDATE – Julie Rukstad, chief financial officer

Financial Statement Update

Ms. Rukstad presented the 2012 first quarter financial update as attached.

PUBLIC COMMENT (sign in sheet at front table)

- Nelson Cone, Port Angeles, spoke about the revision to the agenda.
- Bill Kindall, Port Angeles, spoke about the organization chart.
- Sam Woods, Sequim, spoke in concern of outsourcing jobs at the hospital and privatizing.

OLD BUSINESS

OMC Auxiliary Bylaws

Richard Newman, chief human resources officer, requested approval of the revised Auxiliary Bylaws that were introduced at the last meeting.

MOTION: To approve the proposed revisions to the OMC Auxiliary Bylaws as presented. *Motion carried unanimously.*

Telemedicine Equipment Purchase – Sean Johnson, information technology manager

Approval was requested for the purchase of the equipment to develop the hub for teleconferencing capabilities on the peninsula. An additional distance learning and telemedicine grant in the amount of \$113,466 will also be utilized to fund the project.

MOTION: To approve the purchase of the LifeSize telemedicine hardware and software, maintenance and installation at the total cost of ONE HUNDRED TWENTY THOUSAND NINE HUNDRED SEVENTY NINE DOLLARS AND THIRTY ONE CENTS (\$120,979.31) as presented.

Discussion: Commissioner Nutter noted the Board Budget, Audit and Compliance Committee agreed telemedicine is becoming increasingly important in rural communities and recommended approval of this purchase. *Motion carried unanimously.*

ADMINISTRATOR'S REPORT – Eric Lewis, chief executive officer

Operations Update

It was noted the 2012-2014 Strategic Plan was available on the website for review. The plan includes 30 goals which were recently reviewed indicating fifteen are on target, ten in process and five behind target.

Physician recruitment continues to be a priority with primary care and neurology.

The contract for Epic EMR has not been completed yet. With Providence merging with Swedish, we hope to get the Providence Epic system instead of the Swedish system.

Revenue is down 2.9% from budget. Expenses are below budget, but minimal compared to revenues. Net income remains the single largest challenge, with a minimum of 3% needed to pay the principle on debt, and capital. Other hospitals in the state have lost significant amounts of money this first quarter of 2012 because of low volumes and low reimbursement.

OMC continues work to avoid layoffs, maintain services in the community while remaining a locally owned, financially viable hospital. The 2012 financial stability plan is in progress: the emergency department expansion was delayed a year; capital spending cuts are occurring; advocacy efforts have been positive; growing services has been slow with a neurologist changing plans to locate here – but an ENT who specialized in sleep will reopen the sleep program; revenues are falling faster than expenses have been able to be reduced, but paying off bonds will save \$20,000 in interest expense a month; the Swedish affiliation continues to be a focus; and hospital employee benefits have been aligned to market.

The state budget results came in favorably with the Basic Health Plan and Disability Lifeline Programs preserved, and no further cuts to Medicaid. See attached presentation.

NEW BUSINESS

Surplus Property – Julie Rukstad, chief financial officer

Items noted to be surplus include part of fluoroscopy room, a postage machine and meter.

MOTION: To approve the property listed on page 50 of the revised board packet as surplus as presented. ***Motion carried unanimously.***

Collection Agency Agreements – Julie Rukstad, chief financial officer

Ms. Rukstad noted discussion is underway to utilize a new collection agency called Evergreen Financial Services whose philosophy is to work more closely with patients at a lower rate. The collection agency currently being used agreed to lower their rates if approved. Discussion will occur at the next Board Budget, Audit and Compliance Committee.

Advanced Practice Clinician (APC) Employment Agreement – Rebecca Corley, MD, chief physician officer

Approval of the standard agreement was requested for Linda Dahl-Stark, ARNP who will work at the Sequim Walk in Clinic that is projected to open in May, 2012.

MOTION: To approve the standard advanced practice clinician agreement with Linda Dahl-Starck, ARNP, for the annual amount of EIGHTY FIVE THOUSAND DOLLARS (\$85,000) as presented. ***Motion carried unanimously.***

Organization Chart Revisions – Richard Newman, chief human resources officer

Approval was requested of the revised org chart.

MOTION: To approve proposed changes to the OMC organizational chart as presented. ***Motion carried unanimously.***

There being no further business the meeting finally adjourned at 7:04 pm.

APPROVED AND ADOPTED this 16th day of May, 2012.


ATTEST:


Secretary


Commissioner


Commissioner


President


Commissioner


Commissioner


Commissioner