



**Board of Commissioners  
Meeting Minutes  
Linkletter Hall  
November 4, 2009**

The meeting was called to order by Board President Jim Leskinovitch and it was opened with the pledge of allegiance. Present were Commissioners John Beitzel, Jim Cammack, Arlene Engel, Jean Hordyk, and John Nutter; Chief Executive Officer Eric Lewis; Chief Financial Officer Julie Rukstad; Assistant Administrators Rhonda Curry, and Pamela Hawney; Administrative Director Donna Davison; Legal Counsel Craig Miller; and Executive Assistant Gay Lynn Iseri.

Commissioner Leskinovitch congratulated Commissioners Engel, Cammack and Nutter who retained their positions on the Board and to newly elected John Miles who was elected to fill the vacant seat in District 3. Commissioner Leskinovitch was also congratulated for retaining his position on the Board.

**2010 BUDGET HEARING**

Board President Leskinovitch opened the 2010 Budget Hearing at 6:01 pm.

Assistant Administrator Rhonda Curry opened with the public forum presentation of the 2009-2011 Strategic Plan update. She spoke about the mission, vision and values of Olympic Medical Center. She then summarized the planning process that began in August 2009 and goal progression. The 2010-2012 goals were presented under the three categories of quality, patient safety and satisfaction, OMC and community relationships and organizational performance.

Chief Executive Officer Eric Lewis presented a summary of the 2010 goals: eliminating hospital infections by 2012, training employees on process improvement for future projects using a lean methodology, general surgery and orthopedic recruitment to meet the needs of the community, emergency room expansion and urgent care in Sequim or at the hospital, recruit family practice physicians, and being debt free by 2014. He then reviewed the seven strategies for financial viability. He noted OMC has the highest percentage of Medicare and Medicaid patients in the state and faces huge challenges in the coming years with \$8.4 million of uncompensated care anticipated this year. Physician recruitment and retention will also remain a strong focus.

Mr. Lewis reviewed the 2009-1010 operating budgets, the 2010 capital summary, and capital items over \$400,000. Julie Rukstad, Chief Financial Officer reviewed the projected 2010 budget, including the revenue analysis, expense analysis, and income statement summary. See attached slides.

Board President Leskinovitch asked for public comment.

Public member, Mark Hannah, who served on the strategic planning committee in 2005, spoke regarding measurable and meaningful goals, surgical site verification, and patient safety.

There being no further public comment, the 2010 Budget Hearing was closed at 6:39 pm

#### **SERVICE LINE UPDATE: OB AND NEW FAMILY SERVICES**

Obstetrics and New Family Services Director Angie Graff, RN, MSN presented the monthly service line update including an overview of services located at the hospital in Port Angeles, key quality and service indicators. Gross volumes from 2006-2009 indicating New Family Services visits have decreased due to changes in State funding, and outpatient testing has helped increase revenue increase since 2006. Major improvements and partnerships, capital needs, challenges and opportunities were also discussed. See attached slides.

#### **NORTHWEST PATHOLOGY AGREEMENT**

Assistant Administrator of Specialty Services Pam Hawney announced she will request approval of this agreement at a future meeting. The fee schedule is being compared at the request of Commissioner Cammack and it was noted the financial assistance program at Northwest Pathology matches that of Olympic Medical Center.

#### **PHARMACEUTICAL WASTE COMPLIANCE**

Chief Nursing Officer Lorraine Wall requested approval of the 60-month agreement with Stericycle to provide pharmaceutical waste compliance as introduced by Tom Oblak at a previous meeting.

***MOTION:*** To approve the 60-month agreement with Stericycle effective November 5, 2009 with the estimated start up cost of TWENTY FIVE THOUSAND DOLLARS (\$25,000) for containers, training and consulting and estimated yearly cost of approximately TWENTY THOUSAND DOLLARS (\$20,000) for disposal and shipping as presented.

***Discussion:*** Commissioner Cammack inquired about possible credit towards outdated pharmaceuticals. Ms. Wall responded that expiration dates are monitored closely. Commissioner Leskinovitch stated this service be made available to patients at OMC Clinics if possible. ***Motion carried.***

#### **MEDITECH BEDSIDE MEDICATION VERIFICATION**

Chief Technology Officer Linda Brown requested approval of the Meditech software purchase, a prerequisite to physician order entry to assist in accurate medication administration at the bedside by utilizing bar code scanning technology. Ten percent of the capital cost is due upon agreement execution to hold the spot for implementation for the project that begins January 2011.

**MOTION:** To approve the purchase of the Meditech Bedside Medication Verification software license for SEVENTY ONE THOUSAND TWO HUNDRED EIGHTY DOLLARS (\$71,280) and a TEN THOUSAND DOLLAR (\$10,000) implementation fee for a total capital cost of EIGHTY ONE THOUSAND TWO HUNDRED EIGHTY DOLLARS (\$81,280) with a SEVEN HUNDRED THIRTEEN DOLLAR (\$713) monthly maintenance fee beginning April 2011 as presented.

**Discussion:** The PCM project that starts November 2011 will not be delayed, and will give us the opportunity to make adjustment for these new products. **Motion carried.**

**INDEPENDENT FINANCIAL STATEMENT AUDITORS APPROVAL**

Chief Financial Officer Julie Rukstad requested approval to retain current auditing firm Moss Adams, LLP, while changing partners.

**MOTION:** To approve Moss Adams, LLP as Olympic Medical Center's 2009 audit firm with Don Hanson as partner.

**Discussion:** Commissioner Leskinovitch noted that in concert with Sarbanes Oxley, OMC had changed their auditing firm for a period of time for fiduciary reasons. **Motion carried.**

There being no further public input or business, the meeting was adjourned at 7:16 pm.

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

**ATTEST:**

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Secretary	President
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Commissioner	Commissioner
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Commissioner	Commissioner
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Commissioner	Commissioner