



**Board of Commissioners
Work Session Minutes
July 1, 2020**

The regular meeting of the Board of Commissioners of Olympic Medical Center was called to order at 12:30 pm by Board President Jim Leskinovitch in Linkletter Hall. The meeting was opened with the pledge of allegiance.

Due to the COVID-19 virus, social distancing recommendations, and Washington State Governor Inslee's extension of Proclamations 20-28.5, the meeting was held virtually with attendees and the public calling into a conference line. In attendance were commissioners Ann Marie Henninger, RN, BSN, Thom Hightower, RN, Jean Hordyk, John Miles, MD, (via telephone), John Nutter, and Tom Oblak (via telephone). Interim Chief Executive Officer/Chief Operating Officer Darryl Wolfe; Chief Medical Officer Scott Kennedy, MD, Chief Nursing Officer Ralph Parker, MSN, BSN, RN, (via telephone), Chief Financial Officer Lorraine Cannon; Olympic Medical Physicians Chief Physician Officer Joshua Jones, MD; Chief Human Resources Officer/General Counsel Jennifer Burkhardt, JD; Risk and Compliance Officer Donna Davison; staff, and Executive Assistant to the CEO and Board Gay Lynn Iseri. All attendees were observing appropriate social distancing measures and masking protocol.

Patient Story – Jennifer Burkhardt, Chief Human Resource Officer/General Counsel and Patti Haught, Patient Experience Director

The patient letter was read by Ms. Burkhardt. The patient needed emergency surgery and shared the positive experiences she had because of staff she met throughout her stay.

Public Comment

Commissioner Ann Marie Henninger, Board Liaison and also Volunteer Nurse Manager at the Dungeness Valley Health and Wellness Clinic in Sequim, presented an update about the Clinic and noted volunteers are needed from the community.

COVID-19 Update – Darryl Wolfe, Interim Chief Executive Officer

Two employees have tested positive for the COVID-19 virus at OMC. After extensive contact tracing and notifications all employees were contacted if they had been in close contact. Incident Command has increased to twice a week and providers in the community were contacted. Voluntary testing was offered to all staff, as well as follow up testing.

Single Sign On – Darryl Wolfe, Interim Chief Executive Officer

Single Sign-on technology for users would increase efficiency by saving 40 minutes per day. The technology purchase was presented for final approval.

MOTION: To approve the Single Sign-On Project including hardware, licensing, and professional services for implementation at the cost of FOUR HUNDRED TWENTY-EIGHT THOUSAND ONE HUNDRED SEVENTY-FIVE DOLLARS AND SEVENTY-FIVE CENTS (\$428,175.75), plus tax, as presented. **Motion carried unanimously.**

Wound Clinic Space Remodel – Darryl Wolfe, Interim Chief Executive Officer

The first phase remodel at 1021 Caroline was presented for final approval. The Wound Clinic would move from only two spaces in Short Stay to this newly renovated clinic space.

MOTION: To approve the Wound Clinic Space Remodel at the total project cost of THREE HUNDRED NINETEEN THOUSAND EIGHT HUNDRED SEVENTY-TWO DOLLARS (\$319,872) as presented. **Motion carried unanimously.**

General Surgery Professional Services Agreement Amendment – Darryl Wolfe, Interim Chief Executive Officer

The professional services agreement amendment with Andreas Schneider, MD, general surgeon, was presented for approval. Dr. Schneider's services are still needed to cover vacations in July and this amendment would increase the not to exceed amount to \$258,000 annually.

MOTION: To approve the General Surgery Professional Services Agreement Fourth Amendment with Andreas Schneider, MD, to increase the annual-not-to-exceed amount by THIRTEEN THOUSAND DOLLARS (\$13,000) to a total annual not-to-exceed amount of TWO HUNDRED FIFTY-EIGHT THOUSAND DOLLARS (\$258,000) as presented. **Motion carried unanimously.**

Advanced Practice Clinician Employment Agreement – Joshua Jones, MD, Chief Physician Officer

The employment agreement for Sophia Felder, ARNP, family practice, was presented for approval. It was noted she would be able to start at the clinics starting in October.

MOTION: To approve the Advanced Practice Clinician Employment Agreement with Sophia Felder, ARNP, for work in OMP Primary Care at the annual salary of ONE HUNDRED TEN THOUSAND FIVE HUNDRED DOLLARS (\$110,500) as presented. **Motion carried unanimously.**

Varian Service and Maintenance Agreement – Joshua Jones, MD, Chief Physician Officer

This agreement would provide the maintenance for the Varian True Beam Linear Accelerator that was just purchased for the Sequim Cancer Center. This agreement includes the camera system, and quality assurance software. The response time is immediate with arrival within 2.5 hours. The ten-year agreement begins after the first-year warranty period and comes with a 96% uptime guarantee. The total cost of the agreement is \$2,713,230. Approval will be sought at the next meeting.

Executive Session

At 1:06 pm, the regular meeting concluded, and after a short break the executive session convened to discuss the qualifications of an applicant for public employment by authority of RCW 42.30.110(1)(g), and to discuss current or potential litigation by authority of RCW 42.30.110(1)(i) for 20 minutes, with no action to follow.

At 1:26 pm, the executive session concluded. The meeting was moved back to open session, and there being no further business the meeting was adjourned

APPROVED AND ADOPTED this 15th day of July, 2020.

ATTEST:

Secretary

Commissioner

Commissioner



President



Commissioner



Commissioner



Commissioner