



**Board of Commissioners
Business Meeting Minutes
June 17, 2020**

The meeting of the Board of Commissioners of Olympic Medical Center was called to order at 6:00 pm by Board President Jim Leskinovitch in Linkletter Hall. The meeting was then opened with the pledge of allegiance.

Due to the COVID-19 virus, social distancing recommendations, and Governor Inslee's Stay Home, Stay Healthy proclamation, the meeting was held virtually with attendees and the public calling into the published conference line. In attendance in Linkletter Hall were Commissioners Ann Marie Henninger, Thom Hightower, Jean Hordyk, Jim Leskinovitch; Interim Chief Executive Officer/Chief Operating Officer Darryl Wolfe; Scott Kennedy, MD, Chief of Staff; OMP Chief Physician Officer Joshua Jones, MD, Chief Financial Officer Lorraine Cannon; Chief Human Resource Officer/General Counsel Jennifer Burkhardt; and Executive Assistant to the CEO and Board Gay Lynn Iseri. Commissioners John Miles, MD, John Nutter, and Tom Oblak and Chief Nursing Officer Ralph Parker, MSN, BSN, RN, participated by telephone. Risk and Compliance Officer Donna Davison was excused.

CONSENT AGENDA

- A. Minutes from May 20, 2020, May 29, 2020, and June 3, 2020;
- B. Bad Debt for May 2020 in the amount of \$22,805.17;
- C. Vouchers for May 2020 in the amount of \$7,482,476.37;
- D. Payroll for the period of May 3, 2020 through May 30, 2020 in the amount of \$5,560,096.30;
- E. Surplus Property.

MOTION: To approve the Consent Agenda as presented. *Motion carried unanimously.*

MEDICAL STAFF RECOMMENDATIONS – Dirk Gouge, DO, Chief of Staff

The May 2020 Medical Staff Credentials Report was presented for approval as follows:

Appointment to the Allied Health Professional Staff:

- | | |
|---------------------------|---|
| 1. Allen, Nathaniel, CRNA | Envision - Anesthesiology |
| 2. Farley, Erik, PA-C | OMP – WIC (Provisional review complete) |
| 3. Yager, Kassandra, ARNP | OMP – Primary Care clinic |

Reappointment to the Allied Health Professional Staff:

1. Huff, Harold, DPM Podiatry

Appointment to the Active Staff:

1. Naatz, Jonathan, MD RADIA – (initial appt)
2. Peters, Johannes, MD Envision - Anesthesiology

Reappointment to the Active Staff:

1. Ahlstrom, Nancy, MD OMP – Hospitalist
2. Gacek, Edward, MD OMP – Hospitalist
3. McWhorter, Valerie, MD Northwest Pathology - Pathology
4. Morris, Meghan, MD OMP – Hospitalist
5. Niemeyer, Matthew, MD Ophthalmology
6. Stafford, Michele, DO OMP – Family Medicine
7. VanCalcar, Richard, MD OMP – Family Medicine

Appointment to the Telemedicine Staff:

1. Cztarowski, Todd, MD Swedish - Neuroscience
2. Ho, Emily, MD Swedish – Neuroscience
3. Nguyen, Lien, DO Swedish - Neuroscience
4. Shaw, Hillary, MD RADIA - Radiology

Additional Privilege Request:

1. Herschmiller, Thomas, MD Orthopedic Surgery - Addition of NAVIO system delineation

Resignations/Contract Terminations:

1. Brindel, Jinlin, DO OMP – Effective 6/7/2020
2. DeOliveira, Danielle, ARNP Peninsula Behavioral Health – Effective 5/1/2020
3. Feller, Suzanne, MD Jamestown – Effective 12/2/2019
4. Fox, Danielle, PA-C OMP Orthopedics – Effective 3/1/2020
5. Locke, Thomas, MD Jamestown – Effective 4/1/2020
6. Saxey, Roderick, MD RADIA – Effective 6/1/2020
7. Urdaneta-Moncado, Alfonso, MD RADIA – Effective 6/1/2020
8. Weiden, Paul, MD Medical Oncology – Effective 6/1/2020
9. Zaleski, Christopher, MD RADIA – Effective 5/1/2020

MOTION: To approve the May 2020 Medical Staff Credentials Report as presented.
Motion carried unanimously.

ARNP Privilege Form Revisions for Sleep Medicine

The revisions allow a newly hired ARNP privileges to work in the Sleep Lab.

MOTION: To approve the revisions to the ARNP Privilege Form for Sleep Medicine as presented. ***Motion carried unanimously.***

QUALITY/SAFETY UPDATE – Scott Kennedy, MD, Chief Medical Officer

Dr. Kennedy introduced Tim Frymyer, Respiratory Therapy Manager who addressed both quality and safety initiatives in the department. Protocols have been modified in a new clinical model to deliver care using an algorithm of when to notify the physician. Commissioner Hightower requested follow up data in the future to see how the new protocol is working. See attached.

PUBLIC COMMENT

None.

FINANCIAL UPDATE – Lorraine Cannon, Chief Financial Officer

May 2020 Financials

An update was presented as attached. Three lines are currently running in the operating room and volumes are greater now than in 2019. Purchased Services was up due to the cost of COVID-19 testing that was sent to the UW Medical Center. Days cash on hand is 86 days, compared to 83 days last month. Total A/R days were up from 33 days to 37 days. Salaries and benefits as a percentage of net revenue went down to 65% as no furloughs have occurred.

OLD BUSINESS

UFCW Pro-Tech Union Agreement – Jennifer Burkhardt, Chief Human Resource Officer

Bargaining for the 260 employee group convened for eight days, and they accepted the wage adjustments within market range for 3%, 2.5%, and 2% increases across the board for three years. Market adjustments were made for three difficult to recruit positions - Certified Tumor Registrar, Dosimetrist II, and Cardiac Device Technician.

MOTION: To approve the three-year UFCW Pro/Tech Bargaining Agreement effective the first full pay-period following the member ratification as presented. Commissioner Ann Marie Henninger recused herself from the vote. ***Motion carried unanimously.***

Sequim Network Buildout – Darryl Wolfe, Interim Chief Executive Officer

This project was introduced at the June 3 board meeting. The Board Audit, Budget and Compliance Committee reviewed and recommended approval of Phase I of this project to have redundancy on both the Sequim and Port Angeles campuses.

MOTION: To approve the Sequim Network Buildout Project for the total cost of THREE HUNDRED SEVENTY THOUSAND TWO HUNDRED EIGHTY-ONE DOLLARS AND TWENTY-FOUR CENTS (\$370,281.24), plus tax, as presented. ***Motion carried unanimously.***

ADMINISTRATOR'S REPORT – Darryl Wolfe, Interim Chief Executive Officer

Operations Update

The Advocacy Committee consisting of Jennifer Burkhardt, Bobby Beeman and Darryl Wolfe is staying abreast of current issues. COVID-19 continues to challenge the country with outbreaks and surges occurring even within Washington State. There have only been 3 actual COVID-19 positive patients in the hospital, and PPE supplies continue to be a focus. Incident command continues to meet weekly, as do the department leadership update calls. Dr. Kennedy, Chief Medical Officer, and Dr. Jones, Chief Physician Officer continue to communicate well with providers, clinics, and County health officials. The Epic upgrade occurred last weekend with few or no issues. A renewed focus on primary care is under way with a work group and outside consultant. For the corporate calendar, contract evaluations are due by June 30. Policy updates that were due by March 31, were extended to June 30. The property located at 832 Georgiana has been remodeled and departments will move there from the old surgery clinic upon completion. The pharmacy remodel in Sequim will begin July 1 on the medical oncology side, and should be complete by mid-August. The Sequim Physical Therapy Building space is being renovated to increase patient rooms. The Short Stay / Endo remodel begins in the fall.

NEW BUSINESS

Single Sign On – Darryl Wolfe, Interim Chief Executive Officer

The purchase of the Single Sign-on technology was reviewed and recommended by the Board Audit, Budget and Compliance Committee. The purchase was then introduced to the full board. This will allow users to securely authenticate with multiple applications by logging in only once, saving an estimated 40 minutes per day. The cost was estimated at \$500,000, and following approval, single sign-on authentication would be implemented by late summer or early Fall 2020.

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

The remodel project of the building located at 1012 Caroline Street was introduced. The building formerly known as the Surgery Clinic next to the hospital was made into office space after the surgeons moved to the new Medical Office Building. Now, due to changes in reimbursement due to Site Neutral Legislation, the space is needed for clinic space and the Wound Clinic will now move in there from Short Stay. The project cost is \$319,872, and the remodel will be done by inhouse staff.

There being no further business, the meeting was adjourned at 6:53 pm.


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

ATTEST:

Secretary

Commissioner


Commissioner



President



Commissioner



Commissioner



Commissioner