



OKANOGAN COUNTY PUBLIC HOSPITAL DISTRICT NO. 3
BOARD OF COMMISSIONERS
d/b/a Mid-Valley Hospital
May 23, 2017

PRESENT:

Gary Oestreich, Chairman
Jerry Bowes, Vice-Chairman
Yusuf Quidwai, Member

Evon LaGrou, Secretary
Brent Yusi, Member

STAFF:

Becky Corson, Clinic Administrator
Megan Barton, Executive Assistant (scribe)
Rebecca Christoph, DPCS

Randy Coffell, HR Director
Holly Stanley, CFO

REGRETS: Dr. Emily Miller, Chief of Staff

GUESTS: Christopher Freel, IT Manager

- I) **CALL TO ORDER:** 5:30 p.m. by Chairman Oestreich in Room C/D of the Family Medical Building.
 - A) Chairman Oestreich welcomed everyone to the meeting.
 - B) Changes to Agenda: Add Resolution 579 as J under New Business; add Appointment of Interim CEO as item 1.C; add Executive Session at the end of the agenda for RCW 42.30.110(g) to discuss personnel.
 - C) Appointment of Interim CEO:
 - i) Commissioner Bowes motioned to appoint Holly Stanley to be Superintendent of Okanogan County Public Hospital District No. 3 beginning on May 24th, 2017 and lasting until May 30th, 2017 when Mr. Alan Fisher will fulfill the duties of Superintendent as appointed. With Commissioner LaGrou's second discussion was opened. Commissioner LaGrou verified Mr. Billing's contract ended at 5:00pm today, May 23, 2017. Motion passed unanimously.
- II) **CLINIC REPORT:** Ms. Corson provided a verbal report. Ms. Corson reviewed an assessment completed by Qualis Healthcare which she passed out to the board members. (Commissioner Quidwai joined at 5:33p) A Qualis representative plans to present to the board in July.
- III) **COMMISSIONER COMMITTEE/LIAISON REPORTS:**
 - A) Finance: Commissioner Yusi provided an overview of the recent meeting noting Ms. Stanley will review the April Financials later in the meeting.
 - B) Facilities/Equipment: Commissioner Quidwai reviewed the recent meeting noting several change orders from Apollo Solutions. A few of the items are being moved from Phase II and III up to

Phase I. Flooring in one of the rooms in the surgery department needs to be replaced and while the equipment is out it is recommended to replace it now. Apollo Solutions will be sharing the quotes with Ms. Stanley who will then bring it forward to the board for approval.

- C) Internal Relations: Commissioner LaGrou reviewed the policies reviewed and approved.
- D) External Relations: Commissioner LaGrou reviewed the last meeting.
- E) Executive: No meeting was held.

IV) MEDICAL STAFF REPORT: None.

V) OLD BUSINESS: None.

VI) NEW BUSINESS:

- A) Approval of Board Minutes: May 9, 2017 meeting minutes:
 - i) Commissioner LaGrou moved to approve the minutes as submitted. Commissioner Yusi seconded, and the motion passed unanimously.

B) Warrants, Bad Debt & Healthcare Assistance Program (HAP):

Commissioner Quidwai moved to approve Mid-Valley Hospital HAP of \$38,195.89 and bad debt of \$159,304.24 for a total of \$197,500.13, dated May 23, 2017. Commissioner LaGrou seconded, and the motion passed unanimously.

C) Resolution 576 - Appointment of Administrator:
Discussion on the appointment. Commissioner LaGrou motioned to approve resolution 576 Appointment of Administrator, seconded by Commissioner Quidwai and the motion passed unanimously.

D) Resolution 578 - Surplus of Assets: Commissioner Quidwai moved to approve Resolution 578-Surplus of Assets as presented. Commissioner LaGrou seconded and the motion passed unanimously.

E) Assessment of Need: MVC Certified Medical Assistant Apprenticeship Program:

- i) Ms. Corson reviewed the assessment of need. The program allows for on-the-job training along with the necessary schooling to complete the certification open to current staff. It is a one year program with a two year commitment to the organization. She stated two new MAs are needed for the two new physicians starting August 14th and cited three position are still needing filled.
- ii) Commissioner LaGrou moved to approve the funding for the Certified Medical Assistant Apprenticeship Program. Commissioner Quidwai seconded, motion passed unanimously.

F. Assessment of Need: MVH Kronos Timekeeping System Upgrade:

- i. Mr. Coffell reviewed the assessment of need as it relates to union requirements for breaks and general timekeeping. This upgrade will track the system. The union negotiated a 15 minute break per every 4 hours of work. The break must be uninterrupted.
- ii. Commissioner Quidwai moved to approve the assessment of need to update the Kronos Timekeeping System Upgrade, Commissioner LaGrou seconded. Commissioner LaGrou noted she has seen several staff emails regarding this issue. No further discussion, motion passed unanimously.

G) April Financials: Ms. Stanley reviewed the April Financials as submitted. Supplies have increased due to an increase in orthopedic surgeries as was expected. Recruiting continues.

H) April Patient Statistics: Ms. Stanley reviewed the submitted report and dashboard of statistics.

I) Fire Sprinkler Inspection Bid: Ms. Stanley provided an update on the recent bid that was sent out. No bids were received. A third bid invitation will be drafted and sent out.

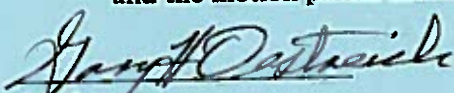
J) Resolution 579 - Bureau of Reclamation Application: Commissioner Bowes moved to approve Resolution 579-Bureau of Reclamation Application as presented. Commissioner LaGrou seconded and the motion passed unanimously.

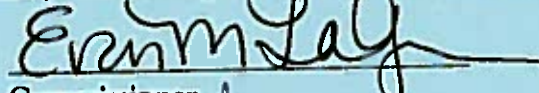
VIII) COMMENTS/ANNOUNCEMENTS:

- i. Next regularly scheduled Board Meeting: June 13, 2017
- ii. Reminder to commissioners the annual WSHA Leadership Conference is scheduled for June 25-28th in Chelan, WA.
 - a) Ms. Barton noted the second June meeting date falls during the annual WSHA Leadership Conference.
 - b) Commissioner LaGrou motioned to cancel the second June board meeting. With Commissioner Quidwai's second, the motion passed unanimously.

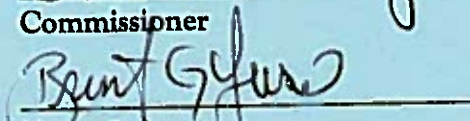
IX) EXECUTIVE SESSION: RCW 42.30.110(g) At 6:10 pm Chairman Oestreich called for a 5 minute break to resume the meeting at 6:15 p.m. and entered into Executive Session for 24 minutes to discuss personnel and credentialing. Commissioner Quidwai left the meeting at 6:20 pm. The board reconvened into regular session at 6:39 pm. Commissioner Oestreich motioned to pay Holly Stanley \$1,000 for compensation for assuming the Interim CEO position from May 24, 2017 to May 30, 2017. With Commissioner LaGrou's second the motion passed unanimously.

X) Adjourn: Commissioner Bowes moved to adjourn the meeting. Commissioner Yusi seconded, and the motion passed unanimously. The meeting was adjourned at 6:41 p.m.


Chairperson


Commissioner


Vice Chairperson


Commissioner

Commissioner

