



OKANOGAN COUNTY PUBLIC HOSPITAL DISTRICT NO. 3  
BOARD OF COMMISSIONERS  
d/b/a Mid-Valley Hospital  
August 8, 2017

PRESENT:

Gary Oestreich, Chairman  
Jerry Bowes, Vice-Chairman  
Evon LaGrou, Secretary

Brent Yusi, Commissioner  
Yusuf Quidwai, Commissioner

STAFF:

Alan Fisher, Administrator  
Megan Barton, Executive Assistant (scribe)  
Holly Stanley, CFO

Becky Corson, Clinic Administrator  
Randy Coffell, HR Director  
Rebecca Christoph, DPCS

REGRETS: Dr. Emily Miller, Chief of Staff

GUESTS: None.

- I) CALL TO ORDER: 5:30 p.m. by Chairman Oestreich in Room C/D of the Family Medical Building.
- A) Acceptance/Changes to the Agenda: Add Executive Session for 15 minutes to discuss personnel.
  - B) Approval of Minutes of July 25, 2017 Board Meeting:
    - i) **Commissioner LaGrou moved to approve the minutes from July 25, 2017. Commissioner Bowes seconded, and the motion passed unanimously.**
    - ii) Commissioner Quidwai noted that meeting minutes are required to reflect all discussion as discussed in meetings good, bad or in different. This was noted due to the ample discussion that took place last meeting on meeting structure and conferences. It was requested to have the July 25, 2017 minutes revised and brought back to the board for approval at the next meeting.
- II) CONSENT AGENDA:
- A) Commissioner LaGrou requested to remove each item from the Consent Agenda to be discussed as there was not ample time to review prior to this meeting. Commissioner Oestreich moved the Bad Debt, HAP, and warrants to section B.) New Business.
- III) COMMISSIONER COMMITTEE/LIAISON REPORTS:
- A) Finance: No meeting held.
  - B) Facilities/Equipment: No meeting was held. Commissioner Yusi asked for an update of the project. Mr. Fisher stated the work continues. He has visually inspected the process.



- C) Internal Relations: Commissioner LaGrou noted a meeting is scheduled for tomorrow. Commissioner Oestreich asked Mr. Coffell for an agenda. Randy handed out the agenda to the committee members.
- D) External Relations: Commissioner Bowes asked Ms. Barton to provide a verbal report from the recent meeting. Radio advertising continues in KOMW and KOZI. Special ads around breast health will run during the Omak Stampede. Before The Movie contract ends in November and will not be renewed. Group photo shoots were completed to enhance the Choices campaign ads. Commissioners are encouraged to submit their biographies for the website. The websites are updated regularly.
- E) Executive: No meeting was held.
- IV) ADMINISTRATOR REPORT: Mr. Fisher presented results of the recent Patient-Centered Excellence Survey. Commissioner Yusi noted the finding that staff rated much lower on their view of the hospital district as compared to the much higher rating from patients. Discussion on employee engagement in staff forums. Commissioner Yusi asked about the steps to change the mission statement. Commissioner Oestreich said it was looked at 2-3 years ago and was under the understanding that it was being changed. Mr. Fisher said we will involve staff on the revision of the mission statement. Commissioner LaGrou said she has noted a change in how staff answer the phone. Mr. Fisher reflected on an email to staff directing staff to identify their department and self when answering calls both internally and externally.
- V) CLINIC REPORT: Ms. Corson did not have a report but noted Dr. Sleiman and Dr. Jaquish start next week. Clinic offices have been shifted around to provide room for Drs. Sleiman and Jaquish
- VI) MEDICAL STAFF REPORT: No report.
- VII) OLD BUSINESS: None.
- VIII) NEW BUSINESS:
- A) Resolution 583 – Surplus Assets
- i) **Commissioner Bowes moved to approve Resolution 583 – Surplus Assets. Commissioner LaGrou seconded, and the motion passed unanimously.**
- B) Bad Debt, Vouchers, Warrants
- i. Commissioner LaGrou moved to approve warrants 045533 to 045538 issued July 7, 2017 in the amount of 425,031.20. Commissioner Yusi seconded. Commissioner Yusi withdrew his second. Commissioner LaGrou withdrew her motion.
- ii. **Commissioner LaGrou moved to approve payroll pay periods ending in July 2, 2017 and July 16, 2017, the first in the amount of net payroll \$425,031.20 and the second in the amount of net payroll \$433,703.18. Commissioner Yusi seconded and the motion passed unanimously.**
- iii. **Commissioner LaGrou moved to approve vouchers 117267-117655 in the amount of \$2,324,843.20 including \$833,909.87 of direct deposit payroll, for a net voucher of \$1,490,933.33 and EFTs in the amount of \$43,899.03 and the second voucher for 700004-700005 is for the LTGO Fund in the amount of \$63,762.11. Commissioner Yusi seconded and the motion passed unanimously.**



- iv. Commissioner LaGrou moved to approve Bad Dept and HAP in the amount of \$47,527.41. Commissioner Yusi seconded and the motion passed unanimously.

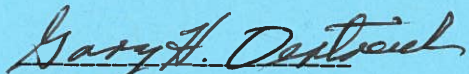
VIII) COMMENTS/ANNOUNCEMENTS:

- A. Next regularly scheduled Board Meeting: August 22, 2017

- IX) EXECUTIVE SESSION: RCW 42.30.110(g) At 6:00 pm Chairman Oestreich called for a 5 minute break to resume the meeting at 6:05 p.m. and entered into Executive Session for 12 minutes to discuss personnel and credentialing. Randy Coffell, HR Director, and Alan Fisher, CEO, attended the session. The board reconvened into regular session at 6:17 pm.

Commissioner LaGrou moved to adopt the CEO evaluation tool which was more comprehensive and mirrored the tool used for the upper management staff. With Commissioner Quidwai's second, the motion passed unanimously.

- X) Adjourn: Commissioner LaGrou moved to adjourn the meeting. Commissioner Yusi seconded, and the motion passed unanimously. The meeting was adjourned at 6:21 p.m.



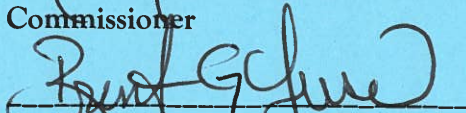
Chairperson



Commissioner



Vice Chairperson



Commissioner

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Commissioner

