



OKANOGAN COUNTY PUBLIC HOSPITAL DISTRICT NO. 3
BOARD OF COMMISSIONERS
d/b/a Mid-Valley Hospital
September 12, 2017

PRESENT:

Gary Oestreich, Chairman
Jerry Bowes, Vice-Chairman

Brent Yusi, Commissioner
Yusuf Quidwai, Commissioner

STAFF:

Alan Fisher, Administrator
Megan Barton, Executive Assistant (scribe)

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

REGRETS: Evon LaGrou, Secretary; Dr. Emily Miller, Chief of Staff; Holly Stanley, CFO

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: Commissioner Yusi asked to add a question to Old Business as number 1.
 - B) Approval of Minutes of August 22, 2017 Board Meeting:
 - i) **Commissioner Yusi moved to approve the minutes from August 22, 2017. Commissioner Bowes seconded. No further discussion. Motion passed unanimously.**

II) COMMISSIONER COMMITTEE/LIAISON REPORTS:

- A) Finance: No meeting held. Mr. Fisher noted the committee will meet prior to the next meeting due to the change in vouchers, bad debt, and HAP being moved to the second board meeting each month.
- B) Facilities/Equipment: Commissioner Yusi reviewed a recent walk-through in the kitchen noting the framing around the walk-ins is needed to be completed soon. Mr. Fisher addressed the issue with the OR flooring. The flooring received was discolored and is being re-ordered and will cause a delay. The OR will still be open and will be scheduled for installation at a later date.
- C) Internal Relations: The next meeting is scheduled for tomorrow.
- D) External Relations: Commissioner Bowes asked Ms. Barton to provide an update from the recent meeting. Mr. Fisher and Ms. Barton provided an overview of the meeting and the recent participation at the County Fair stating the Choices magnets were given out and resulted in one patient calling the hotline for services. The fair booth was well staffed by employees and the kids' game was well attended.
- E) Executive Committee: No meeting held.

III) ADMINISTRATOR REPORT:

A) Assessment of Need: Phlebotomist FTE

- i) Mr. Fisher asked Mr. Coffell to review the need for the FTE. The lab has been down two FTE for MLTs. The proposed phlebotomist would be the staff member that goes to the departments to complete lab draws allowing for the MTs and MLTs to stay in the lab to process specimens. The phlebotomist is a savings over hiring another MT or MLT. This position would eliminate the need to bring in a locum for coverage.

Commissioner Quidwai motioned to approve 1 FTE phlebotomist. Commissioner Yusi seconded and discussion was opened. Commissioner Bowes asked what the phlebotomist will do when they are finished drawing blood and how busy they would be. Mr. Coffell and Mr. Fisher said the FTE can complete wave testing and help in the lab when not drawing blood.

Commissioner Bowes moved to approve the Phlebotomist FTE. Commissioner Yusi seconded. No further discussion, motion passed unanimously.

- ii) WHRAP: Mr. Fisher reviewed the alternate payment methods as discussed in the recent Washington Rural Health Access Preservation meeting including a potential for \$127,000 addition towards the bottom line. A non-binding letter of intent is needed to proceed. Most of the funding will go towards the clinic with the potential for \$200,000 in addition to the clinic's other \$80,000. This is a joint venture with WSHA and Medicaid. Commissioner Quidwai asked if this ties in to the other presentation from Qualis Health presented at the previous board meeting. Mr. Fisher stated it is similar to the Accountable Communities of Health and the efforts by Qualis. There are a couple of different programs available. Commissioner Quidwai asked if we were to go with this would we still utilize Qualis' program which is free. Ms. Corson stated the Qualis program is worth a minimum of \$80,000 for stage one alone and for stage two the clinic provides a work flow design for additional funding. Mr. Fisher said the WHRAP program will augment the Qualis Health program.
- iii) He reviewed a recent complaint with the State regarding a event and submitted a plan of correction which was accepted.
- iv) One of Mr. Fisher's personal goals was to reduce AR which is now down to 55 from 59.

IV) MEDICAL STAFF REPORT: No report.

- V) QUALITY REPORT: Ms. Christoph reviewed the Patient Safety Comparison Report which she translated into a smaller report to be more easily read. Both were handed out to board members. She noted c-difficile infections are something that people come in with and noting the person icon signifies positive cultures for c-difficile. The State requires documentation on patients with c-difficile. She reviewed items 4-8. She noted two elderly patients were reported under the Antibiotic Stewardship Carbapenems who came in and passed away which she noted is not uncommon for elderly. No one has died from sepsis at our hospital. Adverse Drug Events - Hypoglycemic Agents shows four however three of the four in February were the same person but we're required to report them each time. Adverse drug event includes anyone who had a reaction to anesthesia and required administration of Narcan. She noted an OB practitioner that prefers to deliver at 39 weeks as he feels it is safer but we are required to report them because they were delivered prior to 40 weeks. Our c-section rate is 27.3. National average is less than 22% but went on to explain that if a patient requests delivery by c-section we must comply. These numbers also reflect patients that came in for vaginal deliveries but ended up in c-section. Ms. Christoph will complete this summary to be presented quarterly to the board. Commissioner Quidwai asked the c-sections be marked in a different color if they are per patient request verses medical need. (Ms. Christoph left at 5:58p)

VI) OLD BUSINESS:

- A) Commissioner Yusi asked for follow up on the Qualis Health program and if the clinic was proceeding with it. Ms. Corson said it was already started and they had completed the patient centered assessment in May. This past visit was reviewing the action plan and developing work flow.

VII) EXECUTIVE SESSIONS: RCW 42.30.110(g)

At 5:58pm Commissioner Oestreich called for a 2 minute break to resume the meeting at 6:00pm and entered into Executive Session for 7 minutes. Alan Fisher, CEO, Randy Coffell, HR Director, Rebecca Christoph, RN, DCPS, and Megan Barton, Executive Assistant (scribe) attended the session. The board reconvened into regular session at 6:07 pm.

Commissioner Oestreich added Emergency Room Change to the agenda under New Business as section D.

VIII) NEW BUSINESS:


- A) Resolution 585 - Surplus Assets
i) Commissioner Bowes moved to approve Resolution 585 - Surplus Assets. Commissioner Yusi seconded, and the motion passed unanimously.
- B) Resolution 586 - Cancellation of Warrants
i) Commissioner Bowes moved to approve Resolution 586 - Cancellation of Warrants. Commissioner Yusi seconded, and the motion passed unanimously.
- C) Out of State Travel: David Smart, MRI Tech
i) Commissioner Quidwai moved to approve Out of State Travel for David Smart, MRI Tech. Commissioner Yusi seconded, and the motion passed unanimously.
- D) Emergency Room Change
i) Commissioner Yusi moved to pursue a contract with ERx to maintain ER and Hospitalist coverage for a three year contract. Commissioner Bowes seconded. No further discussion. Motion passed with two in favor and one against. Commissioner Quidwai voted no because he did not approve of the out clause in the contract.
ii) Discussion was had regarding the vote whether 100% of the quorum needed to vote yes to pass or if it only needed a majority of quorum voted yes. It was requested to consult the bylaws after the meeting to determine if the vote passed or failed.

IX) COMMENTS/ANNOUNCEMENTS:

A. Next regularly scheduled Board Meeting: September 26, 2017

X) Adjourn: Commissioner Yusi moved to adjourn the meeting. Commissioner Bowes seconded, and the motion passed unanimously. The meeting was adjourned at 6:15 p.m.

Chairperson


Vice Chairperson


Commissioner


Commissioner


Commissioner

