



OKANOGAN COUNTY PUBLIC HOSPITAL DISTRICT NO. 3
BOARD OF COMMISSIONERS
d/b/a Mid-Valley Hospital
October 24, 2017

PRESENT:

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

Brent Yusi, Commissioner
Yusuf Quidwai, Commissioner

STAFF:

Alan Fisher, Administrator
Randy Coffell, HR Director
Dr. Emily Miller, Chief of Staff
Megan Barton, Executive Assistant (scribe)

Becky Corson, Clinic Administrator
Rebecca Christoph, DPCS
Holly Stanley, CFO

REGRETS: None.

GUESTS: Brock Hires, Omak Chronicle Reporter; Aliya Quidwai, RN, ED Manager

- 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:
 - i) No changes.
 - B) Approval of Minutes of October 10, 2017 Board Meeting:
 - i) **Commissioner Bowes motioned to approve the minutes from October 10, 2017. Commissioner LaGrou seconded and the motion passed unanimously.**

II) Consent Agenda

- A) **Commissioner LaGrou moved to approve the consent agenda as submitted. Commissioner Yusi seconded. With no further discussion the motion passed.**

III) COMMISSIONER COMMITTEE/LIAISON REPORTS:

A) Finance:

- i) Preliminary 2018 Budget - Ms. Stanley reviewed the budget citing 2017 is on track for a \$703000 loss while the 2018 budget shows a loss of \$485,652. She noted the projected 2018 loss includes savings from the proposed changes of delivery of care in the ER Department and hospitalist model. Mr. Fisher noted we have budgeted very conservatively citing they took a conservative approach to locum staffing in the areas of high utilization. Jeremiah Price, PA-C will be starting in the clinic and the addition of his position has been included in the budget. Commissioner LaGrou asked if the Fiscal Committee reviewed the proposed 2018 budget to which Ms. Stanley confirmed that it was reviewed at the committee level. Budget planning includes each department manager to discuss future changes regardless if their respective

department is revenue producing or not. (Aliya Quidwai, RN, joined the meeting at 5:33pm)
The 2018 budget notice was advertised in the local paper as required. Commissioner Yusi asked if the amount spent on locums was taken into consideration for the possibility of locums in 2018. Ms. Stanley confirmed 2017 locums costs were included in the 2018 budget. No further questions.

ii) September Financials and Patient Statistics

- i. Ms. Stanley noted a \$75,000 loss for the month of September. She reviewed the submitted report. Statistically we were strong for the month however, we were hit hard with approximately \$190,000 in locum fees for the month. A dividend of \$177,000 was received in September from Public Hospital District Workers Comp and Public Hospital District Trust which she stated had it not been received the hospital would have experienced a \$250,000 loss. AR days are continuing to drop due to more effective coding and billing.

iii) Assessment of Need: Population Nurse and Project Manager FTE Request

- i. Ms. Corson reviewed the need in regards to grant funding from the models the clinic is involved with stating NCACH and Caravan Health require a need for a position that can manage the grant requirements. The salary is covered by grant funding. The person will be hired when the funding is received.
- ii. **Commissioner LaGrou moved to approve the Assessment of Need: Population Nurse and Project Manager FTE Request. Commissioner Yusi seconded. Motion passed.** Commissioner Quidwai shared his thoughts as he felt it was important when someone is hired using grant money they don't become a permanent employee and that the position should dissolve when the grant money is no longer being received. He asked that this be included in the job description.

B) Facilities/Equipment: Commissioner Quidwai reported that things are going fine. Commissioner Yusi was unable to attend the last meeting. Mr. Fisher noted the OR is pretty much complete. PACU has been reopened as well as room 3.

C) Internal Relations: Commissioner LaGrou stated they have not met. The next meeting is the second Wednesday in November.

D) External Relations: Next meeting is scheduled for November 1, 2017 at 2:00pm.

E) Executive Committee: No report.

IV) CLINIC REPORT:

- A) Ms. Corson passed out the open house invitations to the board. Invitation were being mailed to the primary service areas. Drs. Sleiman, Jaquish, and White will be in attendance to meet the public. Insurance companies will be attending. Next Thursday the 2nd 4-6pm at the clinic.
- B) Pediatric Trans. Initiative - assessment was completed on pediatric care and expects a report soon. This is also tied to grant funding.
- C) Qualis Healthcare (PCMH survey) visited the clinic a month ago and completed a video of the practice to be used as an example for telemedicine integration on the Qualis Health website. They have asked Ms. Corson to be a clinic that others can call for references when building the same program.

V) QUALITY REPORT:

- A) Rebecca reviewed the submitted report. The report shows CAH in Washington State and how we compare. No further discussion.

VI) OLD BUSINESS: None.

VII) NEW BUSINESS:

A) Personnel Report:

- i) Mr. Coffell asked if the board had any questions regarding the submitted report.

- ii) Commissioner Quidwai reviewed the open staff forum discussion on the proposed ED changes which he attended.

IX) COMMENTS/ANNOUNCEMENTS:

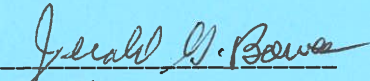
- A. Next regularly scheduled Board Meeting: November 14, 2017
- B. Strategic Planning Meeting: Discussion on when to schedule the strategic planning meeting. It was determined the previous discussion was not correctly recorded in the minutes stating Commissioner LaGrou wished to defer the scheduling to Mr. Fisher. Commissioner Oestreich requested the Directors be included. Commissioner Quidwai stated he has previously requested the strategic planning meeting be held in January to include new board members. He also mentioned the bylaws should have been changed last year to reflect this. Mr. Fisher stated the strategic planning session will include internal and external plans including cost savings, and will be closely tied to the budget. Commissioner LaGrou requested Medical Staff be involved.

II) EXECUTIVE SESSION:

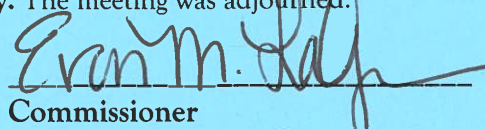
- A. 6:00 break. 5 minutes. Credentialing.

- X) Adjourn: Commissioner Bowes moved to adjourn the meeting. Commissioner LaGrou seconded, and the motion passed unanimously. The meeting was adjourned.

Chairperson



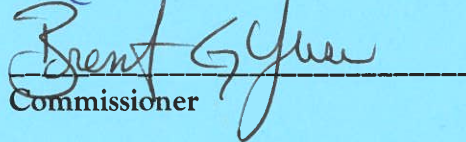
Vice Chairperson



Commissioner



Commissioner



Commissioner

