



OKANOGAN COUNTY PUBLIC HOSPITAL DISTRICT NO. 3  
BOARD OF COMMISSIONERS  
d/b/a Mid-Valley Hospital  
November 14, 2017

PRESENT:

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: Gary Oestreich, Chairman

GUESTS: None

- I) CALL TO ORDER: 5:30 p.m. by Vice-Chairman Bowes in Room C/D of the Family Medical Building.
- A) Acceptance/Changes to the Agenda:
    - i) No changes.
  - B) Approval of Minutes of October 24, 2017 Board Meeting:
    - i) **Commissioner LaGrou motioned to approve the minutes from October 24, 2017. Commissioner Yusi seconded and the motion passed unanimously.**

II) COMMISSIONER COMMITTEE/LIAISON REPORTS:

A) Finance:

- i) Resolution 587 - Levy Certification
  - i. Ms. Stanley presented the resolution. Results in increase of \$6,000.
  - ii. **Commissioner LaGrou moved to accept the ordinance. Commissioner Yusi seconded. With no further discussion the motion passed.**
- ii) Resolution 588 - 2018 Annual Budget
  - i. Ms. Stanley reviewed the 2018 annual budget as submitted noting it is unchanged from the preliminary budget presented at the previous board meeting.
    - (a) **Commissioner LaGrou motioned to approved Resolution 588. Commissioner Yusi seconded. With no further discussion the motion passed.**
- iii) Assessment of Need: Fracture Table Purchase
  - i. Mr. Fisher reviewed the assessment of need for orthopedic services in OR. The current table is from the 1960s, has damage and is an infection control concern. He reviewed the

submitted request. The table may be purchased with bond funds or be paid in increments over four months. It comes with a two year warranty.

- ii. **Commissioner Quidwai moved to approve the Assessment of Need: Fracture Table Approval. Commissioner Evon seconded. Commissioner Yusi asked for clarification on payment. Commissioner LaGrou asked to clarify that Dr. White was agreeable with the table. With no further discussion the motion passed.**

- B) Facilities/Equipment: Has not met. Mr. Fisher will review facilities status under the Administrator Report.
- C) Internal Relations: Commissioner LaGrou stated five policies were submitted for approval which were approved. Three were sexual assault related, one medication policy from Acute Care, and once regarding Per Diem staff raises. Discussion on OPMA requirements for open meetings and what qualifies including approving policies. Effective next month the Internal Committee complete review and submit the policies with their recommendations to the board for final approval by listing the policies on the agenda.
- D) External Relations: Commissioner LaGrou reviewed the recent committee meeting stating the SEO is being increased. Additionally, increasing the amount spent on Facebook boosts to better impact the reach.
- E) Executive Committee: no report

### III) ADMINISTRATOR REPORT:

- A) Disaster Drill – Mr. Fisher reviewed the drill conducted on Saturday, November 4<sup>th</sup> noting staff learned a lot. It was an excellent exercise and provided insight for improvements. An after action report is being developed.
- B) ED Safe Room: CMS mandates a safe environment for patients with requirements for a safe room available for psychiatric patients that present to the ED. By adding a psych bed and removing ligature points we have minimized any risk of an unsafe environment.
- C) Staff Forums – These meetings continue to be held each month with the next one scheduled for tomorrow with topics to include finalizing the revision of the mission, vision, and values statements and a committee being formed to create standards of behavior.
- D) WHRAP – Mr. Fisher reported on the recent meeting he attended noting focus on care coordination.
- E) OR Leaks – the humidifier and roof leaks impacted the OR closing OR 3. Apollo guaranteed the humidifier fix will be done by Friday. One emergent surgery was lost due to the OR closure but no other cases were affected.

### IV) MEDICAL STAFF REPORT:

- A) Dr. Miller stated there were no updates to provide. Med Staff meets Thursday at 0700. Dr. Miller invited the board to attend after 0745.

### V) OLD BUSINESS: None.

### VI) NEW BUSINESS:

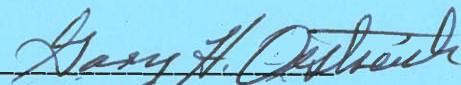
- A) Personnel Report:  
Mr. Coffell noted the date should read Oct 2017 on the report. Down to 6 RN positions with a few having been filled so far. Ms. Christoph stated three nurses returned.

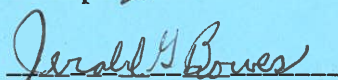
### IX) COMMENTS/ANNOUNCEMENTS:

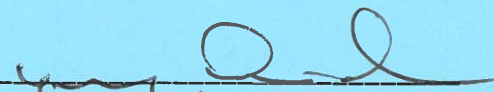
- A. Next regularly scheduled Board Meeting: November 28, 2017 at 5:30pm
- B. Open Government Training Opportunity: Mr. Fisher reviewed the upcoming training as offered by MRSC for commissioners. This is a joint session, presented by Washington State Archives and

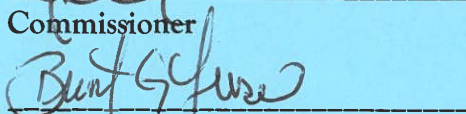
the Office of the Attorney General and hosted by the City of Yakima, is an overview of the rules and requirements of: Records Retention and Management (chapter 40.14 RCW), Open Public Meetings (chapter 42.30 RCW), and the Public Records Act (chapter 42.56 RCW) and covers best practices, tips and strategies. The session covers new updates to recent court cases and the changes from the 2017 legislative session that affect public records. This session fulfills all of the requirements of the Open Government Trainings Act. No cost to attend, December 8<sup>th</sup> in Yakima, we will pay for travel for commissioners.

X) Adjourn: Commissioner LaGrou moved to adjourn the meeting. Commissioner Quidwai seconded, and the motion passed unanimously. The meeting was adjourned at 5:54 pm.

  
Chairperson

  
Vice Chairperson

  
Commissioner

  
Commissioner

\_\_\_\_\_  
Commissioner

