

BOARD OF DIRECTORS
Lower Umpqua Hospital District
Wednesday, September 28, 2011
Hospital Conference Room
7:30 a.m.

MINUTES

Board Members present included Dorothy Denman, Leon Bridge, James “Bill” Will and Dr. Dale Harris.

Board Member Jim Akre was absent.

Others present were Sandra Reese, John Chivers, Tara Blohm, Tim Picou, Ernie Fegles, Delaine Humphreys, Michael Lenington, Kristin Edmond, Jody Henderson, Steve Miller, Hospital Attorney and Deborah Yates, Umpqua Post Reporter.

- I. **CALL TO ORDER & INTRODUCTION**
Dorothy Denman, Chair, called the meeting to order at 7:30 a.m., and welcomed everyone.

- II. **VISITOR’S AGENDA –** Citizens desiring to address the Board regarding hospital matters about which they are concerned may do so at this time. It is requested that items brought to the Board’s attention under this category be only those items not listed on the Agenda and that time be limited to five minutes. Board members may wish to request that an item brought up at this time be placed on the next month’s Agenda for further discussion.
None

- III. **SWEARING IN APPOINTED LOWER UMPQUA HOSPITAL DISTRICT BOARD MEMBER JAMES “BILL” WILL -** Steve Miller
Steve Miller swore in newly appointed Board member James “Bill” Will. Notarized Oath of Office was signed effective September 28, 2011.

- IV. **INTRODUCTIONS**
 - A. Kristin Edmond, Rehabilitation Manager/Occupational Therapist
 - B. Michael Lenington, Laboratory Manager
Sandra Reese introduced Kristin Edmond, Rehabilitation Manager/Occupational Therapist and Michael Lenington, Laboratory Manager to the Board of Directors.

- V. **CORRESPONDANCE**
 - A. Letter from the Reedsport Volunteer Fire Department
 - B. Card from Dr. Don Berwick
 - C. Thank you certificate from the Smith River County Fair
 - D. Letter of Appreciation to Ron Kreskey
Sandra Reese submitted positive correspondence she had received.

VI. CONSENT AGENDA

- A. Approval of Regular Board of Directors meeting minutes dated August 24, 2011.
- B. Approval of August 2011 expenditures and authorization to set aside for September 2011 expenditures.
- C. Medical Staff Privileges
 - 1. Jason Bell, MD – Courtesy: Orthopedic Surgery
 - 2. Shaun Hobson, MD – Courtesy: Orthopedic SurgeryCredentialing files available by request in Medical Records.
Dr. Harris moved and Leon Bridge seconded the motion to approve the consent agenda and minutes as presented. Motion passed 4-0.

VII. REPORTS & PRESENTATIONS

- A. Director of Nursing Services – Tara Blohm – attachment
Delaine Humphreys announced that the Aspire program had asked for health care coaches to further education for high school students with increased health occupations interest thanks to Tara Blohm’s Health Occupations Course.
- B. Electronic Health Record (EHR) – Tim Picou and Jody Henderson – attachment
Tim Picou reported that the EHR implementation was moving forward.
- C. Planning Committee – Leon Bridge
Nothing to add to the minutes.
- D. Finance Committee – Dr. Dale Harris
Nothing to add to the minutes.
- E. Medical Staff – Dr. Dale Harris
Dr. Shank introduced a new device that the hospital had purchased to monitor PH acid in patients with GERD symptoms. Dr. Harris reported that the Medical Staff would be updating their Bylaws soon.
- F. Financials: John Chivers – attachment
John reported that activity measured by charges were up 28% (19% better than budget) compared to July. Between the hospital and clinic about \$140 in gross charges were produced per hour worked (highest value since John started tracking this statistic). Total cash on hand as of August 31, 2011 was \$3,092,719 with \$2,581,901 unrestricted and \$510,818 restricted. This total cash balance (restricted and unrestricted) represents 58.9 days cash on hand.
- G. Administration: Sandra Reese, Administrator – attachment
Sandra reported that Tara and she had attended the Rural Health Conference last week in Bend. A new federal panel has been established to find trillions of dollars in savings to the budget by the end of November 2011. At the State level the Oregon Health Authority plans to develop a plan for the Coordinated Care Organizations (CCO’s) before June next year. Sandra also attended presentations on telehealth options in the State.
Sandra announced that the Employee Halloween Breakfast will be on Friday, October 28th from 7-9am. The Board of Directors and Administrative Staff members serve free breakfast to all employees of the hospital, RMC, and Dunes Family Health Care.

VIII. UNFINISHED BUSINESS

A. Recruitment Update

Sandra reported that the hospital continues to work with South Coast Orthopedics Associates, P.C. (SCOA) for orthopedic coverage when Dr. Ivanitsky is not available. Sandra has also spoken with Dennis Zielinski, Administrator of Coquille Valley Hospital (CVH) and confirmed the current ortho coverage is meeting the needs of both facilities. Sandra and Dennis have scheduled a meeting with SCOA to discuss their availability to continue coverage for both hospitals.

Recruitment is continuing for an Internist at RMC. Drs. Johnson and Shank, Sylvia Tommasino and Sandra Reese interviewed a Cardiologist who was interested in the position. Dr. Paul has joined RMC and is covering for a month as a temp to permanent. A Dr. Kraft will be coming in October and November to help cover with Dr. Johnson as a locum.

Sandra also discussed a report that she had received showing that out of all the community hospitals in Oregon, Lower Umpqua Hospital has the highest Medicare/Medicaid population per capita and least commercial insurance payer source.

B. Medication Dispensing System – update

The hospital purchased a medication dispensing unit from MDG 4-5 years ago for the Emergency Room. Recently the hospital purchased 3 more towers for Acute Care (terms of 50% down and 50% upon delivery). After the hospital had paid \$40,000 for a down payment, Sandra received word that MDG had filed bankruptcy. Even though the hospital hasn't received official word, John has filed a proof of claim.

C. Community Survey Results – Delaine Humphreys – attachment

Delaine summarized the results from the community survey that was completed this summer. The next step is to respond to the community on suggestions made on the survey. Sandra will bring the item back to the Planning Committee to develop goals for next year based on the survey results.

IX. NEW BUSINESS

A. Northwest Health Foundation Report – Delaine Humphreys – attachment

Delaine developed a five page report for the Northwest Health Foundation grant on the use of funds from the grant and submitted it to them. The Foundation instead requested a summary of 2-3 paragraphs. Delaine will resubmit a revised report.

B. 2012 Strategic Planning Session

Sandra would like to start developing next years Strategic Planning agenda and set the date in order to reserve the MAC center in Winchester Bay. Troy Soenen at the Office of Rural Health has offered to facilitate the meeting. Sandra will be coordinating available dates in February with Board Members and Troy.

C. November/December Board Meeting

The Board of Directors usually combines the November and December Board meeting. Board members agreed that both December 7th and 14th would work for the combined November/December meeting. Sandra will check with Jim Akre and notify Board Members at the next meeting.

D. Personnel Policies

1. P 90 Dress Code – attachment

Every 3-4 years the hospital evaluates its dress code policy and updates as needed. This year the policy was brought to the management group and the recommendation was made to update adding in a sentence regarding the use of mobile devices. The group also discussed the appearance of hospital employees from other departments being in patient care areas and their attire. It was decided to make available lab coats for those employees who may need them. Dr. Harris moved and Bill Will seconded the motion to approve Personnel Policy P 90. Motion passed 4-0.

E. Capital Equipment

1. Stryker System 6 – attachment

Surgery budgeted \$27,000 for a new Stryker System 6. Bids received from Surgical Direct came in under budget at \$20,995.00. Bill Will moved and Leon Bridge seconded the motion to approve the purchase of the Stryker System 6 in the amount of \$20,995.00. Motion approved 4-0.

X. Other Business

Leon Bridge reported that it was brought to his attention that religious material was being displayed on public property in a physician's exam room at Reedsport Medical Clinic (RMC). After much discussion consensus was that a policy would be developed regarding religious material being displayed at the hospital and at RMC.

At 8:40 A.M. The Chair declared the meeting to be in Executive Session, as indicated below.

XI. EXECUTIVE SESSION

- A. Pursuant to Section 192.660 (2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.
- B. Pursuant to Section 192.660 (2)(m)(E) To discuss information about review or approval of programs relating to the security of any of the following: Data transmissions by whatever means provided.
- C. Pursuant to Section 192.660 (2)(i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

XII. Return to Open Session and further possible action by the Board of Directors

The Board of Directors returned to open session at 9:18 a.m. Bill Will motioned as per existing contract to increase salary rate of Sandra Reese, Administrator COLA rate of 3.56% effective October 1, 2011. Leon Bridge seconded the motion and it passed 3-0 (Dr. Dale Harris had left the meeting).

XIII. ADJOURNMENT

Meeting was adjourned at 9:19 a.m.

