

BOARD OF DIRECTORS
Lower Umpqua Hospital District
Wednesday, July 26, 2017
Hospital Conference Room
7:30 AM

MINUTES

Those Board Members in attendance include Ron Kreskey, president, Karen Bedard, and Cheryl Young. Others in attendance include Ryan Fowler, Lori Groves, Matt Leach, Megan McCrorey, Dr. Stan Adkisson, Laura Birdwell, Jennifer Aldrich, Steve Miller, hospital attorney, and Jamie Swafford.

I. CALL TO ORDER & INTRODUCTION

President, Ron Kreskey, called the meeting to order at 7:30 am and welcomed all attending.

II. SWEARING IN ELECTED LOWER UMPQUA HOSPITAL DISTRICT BOARD MEMBERS

III. CONSENT AGENDA

- A. Approval of the Board of Directors meeting minutes dated June 28, 2017
- B. Approval of July 2017 expenditures and authorization to set aside for August 2017 expenditures

Cheryl Young moved to approve the Consent Agenda as presented.

Karen Bedard seconded the motion and it passed unanimously. (3-0)

IV. REPORTS & PRESENTATIONS

A. Director of Nursing Services – Tara Blohm

Megan McCrorey reported for Tara. Several new employees have been added to the Acute Care staff. Acute Care nurses have been seeking funding to purchase a vein finder to reduce needle sticks in patients with hard-to-locate veins. The Foundation and Auxiliary are each donating \$1,500 and the nurses are donating funds to help with the purchase. Last week was the state survey. Nursing will begin a plan of corrections as soon as the results are received.

B. Clinic Reports – Sheri Aasen

Jamie will email the report to the board.

C. Public Relations – Jamie Swafford

Jamie reported that Dr. Michelle Petrofes donated eclipse glasses for all LUHD staff and board members. The staff received theirs in their July 25th pay envelope. Matt Leach updated board member's iPads with the new packet information and instructed board members in the use of the new system. The information is also going to be available by computer. The documents are stored in the District's secure email system. As long as they are viewed online there should be no security issue. Steve Miller cautioned board members that

they should not download documents to their personal computers. Ron Kreskey encouraged everyone to attend National Night Out on August 1st as a good place to meet other members of the community. Ryan and Lori will be out of town the first few days of August.

D. Quality Assurance – Cheryl Young
Nothing to add to the minutes.

E. Medical Staff –Dr. Stan Adkisson
Dr. Adkisson reported that the Medical Staff did not meet in July. Interactions between staff members is moving forward and recovering.

F. Financials – Lori Groves
Lori reported that the District did not meet budget for the year – being off by \$61,000. The District did make a profit, which is an improvement over the losses of the past four years. Admin staff have been looking at the numbers for each department to see how money can be saved this year. Plans have been made to reduce registry usage. Lori reported that Cash ended at 18.5 days and AR is at 65 days. We are still waiting for the cost report, decisions on Master Heights, etc. before the final numbers will be in. It's anticipated that the figures will change by the time of the final end of year report. Suppliers have warned that we will likely not receive freight from August 17th through the 22nd because of the eclipse. Plans are being made to ensure that adequate supplies are on hand prior to that week.

G. Administration – Ryan Fowler
Ryan reported that Teamsters union negotiations are scheduled for August 28th and 29th. Ryan reported that Dr. Amsden, who offered pain services at LUHD, has decided to change his work schedule so he doesn't have to travel so much and will be leaving the District. Lena Dorfmeister, CRNA will provide pain services in cooperation with the Medical Staff. She will offer a team-orientated approach. Ken Wallenfelsz, NP, has completed his National Health Services requirements and would like to move to an area where he can concentrate on urgent care. The District will begin recruiting for a Nurse Practitioner and an Internal Medicine provider. The trees have been removed and the building painted. Dale Fisher has been hired as Nutritional Services director. The EMS crew will be spending time in Winchester Bay during Dunefest. The District is the official safety sponsor for the event.

V. UNFINISHED BUSINESS

A. Retirement Plan

Lori Groves reported that the retirement group would be on campus August 7th and 8th to meet with employees to discuss their retirement options. The first transfer to the new system was scheduled for the 25th of this month.

VI. NEW BUSINESS

A. Lower Umpqua Hospital Board of Directors Annual Meeting

1. Election of Officers

After discussion, **Karen Bedard moved to appoint Ron Kreskey as president of the board and Leon Bridge as Secretary/Treasurer. Cheryl Young seconded the motion and it passed unanimously. (3-0)**

2. Committee Assignments

Karen Bedard was assigned to the Personnel and Planning committees.

3. Conflict of Interest Statements

Mr. Miller suggested that language be added to the Conflict of Interest policy to recognize ORS 244 Oregon Government Ethics. Board members were requested to complete the Conflict of Interest Statement and return it to Jamie.

4. Board Evaluations

Board members were requested to complete the evaluation and return it to Jamie.

B. State Survey

Ryan Fowler reported that state surveyors took up most of last week. Their emphasis was on fire safety and the safety and security of medication and food storage. They found some outdated supplies in most areas. The kitchen was hardest hit, not because there were outdated supplies, but because of the process control for tracking expiration dates after items have been removed from large cardboard containers. The food that was mandated to be removed from the premises was donated to Project Blessing. The process has been reviewed and a solution is being implemented. Because of issues with employees smoking in hazardous areas, the Smoking policy had to be updated prior to the board meeting, with advice and consent from the board president. The policy, which has been in place since 2013 is now being strictly enforced. A review of the policy and location of a possible smoking area are planned for the future.

C. Policy Update

1. P 255 – Smoking Policy

After discussion, **Cheryl Young moved to approve the Smoking Policy with the following language:**

"GENERAL POLICY:

Effective August 15, 2003, Lower Umpqua Hospital District and the surrounding campus will be a tobacco-free environment. Smoking and the use of smokeless tobacco is prohibited inside and outside all Lower Umpqua Hospital District buildings including the hospital, EMS, Maintenance Shop, Dunes Family Health Care, Reedsport Medical

Clinic, the Business Office, the Family Resource Center, and within any vehicles owned by Lower Umpqua Hospital.

Note: Employees and visitors are allowed to smoke in their private vehicles provided they are approximately 10 feet from the hospital, Clinics, Business Office, Family Resource Center, EMS, and maintenance shop."

Karen Bedard seconded the motion and it passed unanimously. (3-0)

D. Bylaw review

Board members are asked to send suggested changes to Jamie. They will be added to a red-lined version of the document and will be included with the board packet in August. The board will discuss changes at that meeting. A "final" red-lined version will be presented to the board in September for review and a vote to approve or disapprove.

VII. EXECUTIVE SESSION – Board president, Ron Kreskey adjourned the board into executive session at 8:15 am.

192.660. (1) ORS 192.610 to 192.690 do not prevent the governing body of a public body from holding executive session during a regular, special or emergency meeting, after the presiding officer has identified the authorization under ORS 192.610 to 192.690 for holding the executive session.

(2) The governing body of a public body may hold an executive session:

(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

(f) To consider information or records that are exempt by law from public inspection.

VIII. RETURN FROM EXECUTIVE SESSION AND POSSIBLE ACTION BY THE BOARD

The board returned to regular session at 8:35 am. No action was taken.

IX. ADJOURNMENT

The meeting was adjourned at 8:35 am.

APPROVED THIS 23rd day of AUGUST, 2017

Ronald Kreskey, President

Leon Bridge, Secretary