

COMBINED BOARD OF DIRECTORS/
QUALITY ASSURANCE COMMITTEE MEETING
Lower Umpqua Hospital District
Wednesday, October 25, 2017
Hospital Conference Room
7:30 AM

MINUTES

Those Board Members in attendance include Ron Kreskey, president, Leon Bridge, Tamara Szalewski, and Cheryl Young. Others in attendance include Ryan Fowler, Lori Groves, Jennifer Aldrich, Sheri Aasen, Steve Miller, hospital attorney, and Jamie Swafford.

I. CALL TO ORDER & INTRODUCTION

President, Ron Kreskey, called the meeting to order at 7:35 am and welcomed all attending.

II. VISITOR'S AGENDA – no visitors

III. CONSENT AGENDA

Tamara Szalewski moved to approve the consent agenda as presented. Leon Bridge seconded the motion and it passed unanimously. (4-0)

IV. REPORTS & PRESENTATIONS

A. Director of Nursing Services

Ryan Fowler reported that nursing is down to one open position, which has reduced the use of registry nurses. Wiring for the nurses call system is in the process of being installed, with a plan to have the system in place within a week. The old system will stay online until the new one is up and working.

B. Public Relations – Jamie Swafford

Ron Kreskey reminded everyone that Jackie Brown will present at the Lunch & Learn at noon. He also encouraged all board members to attend the Halloween breakfast, if possible.

C. Finance Committee – Lee Bridge

Nothing to add to the minutes.

D. Planning Committee – Tamara Szalewski

Discussion followed regarding the Ford Family Foundation's visioning conference attended by Tamara Szalewski. Discussion followed regarding community calendars and the possibility of putting one in place in the coastal Douglas County area. Ryan reported that the Family Resource Center has had a community calendar in place for many years, but, it's difficult to get people to contribute to it.

E. Medical Staff

Ryan reported that Pacific Northwest University reported to the Medical Staff about a plan to send medical students to rural

communities. It's hoped that two students will be brought to LUHD next year. OHSU has sent students in the past and the intent is that their program will continue, with the students being accommodated in a rotation with the PacNW students.

F. Financials – Lori Groves

Lori reported that September was slower than July and August. However the District did have a \$70,000 profit for the month. There have been changes at the Business Office. Laura Birdwell is no longer working at the District. Katie Beevers has been hired to manage the office. A part-time Medicare biller has been set up to work remotely to help catch up with the back log of billing.

G. Administration – Ryan Fowler

Ryan reported that Radiology would be purchasing and installing new digital plates by the end of the year. The plates are a requirement for Medicare reimbursements. Coquille Valley Hospital has offered to share a mammography tech with LUHD until a new hire is in place around December 1st. Changes are being made to policies and procedures with the purchase of a contract with Lippincott. This should help streamline policy updates. The District will be using 3E for compliance with OSHA rules about SDS sheet availability. Managers have been asked to clean old or unused chemicals stored in their departments to make the process easier. A part-time PR position has been posted. A couple of people are talking about the position. Interviews are being conducted for a Care Coordinator. The District is looking for better ways to support this position. Coquille, Bandon and LUHD are sharing an Infection Control position.

V. UNFINISHED BUSINESS

A. Master Heights

No new developments. There are two informal offers for the District's property. The District is working with the City of Reedsport and the County to come to an agreement on the terms for selling the property.

B. State Survey

Ryan reported that the District hasn't received a report from the State as of this date.

C. Halloween Breakfast – October 31st from 7:30 to 9:00 am.

Ron Kreskey encouraged all board members to attend, if possible.

D. Date of December Board Meeting – December 6, 2017

The auditor will attend this meeting to report to the board.

E. Teamsters Negotiations

The Teamsters have set November 10th as the date for the nurses to

vote on the proposed new agreement. Ryan reported that all parties negotiated in good faith and he's hopeful that it will pass.

VI. NEW BUSINESS

A. Audit Status

Lori reported that the auditors will arrive on Monday.

B. Policy Update

1. P 100 Travel Expense and Reimbursement Policy

Lori Groves reported that the policy follows the GSA rates, which will be updated each year without having to keep updating the policy. Discussion followed about exceptions to the GSA pricing. Ryan reported that exceptions have always happened and will be considered on a case-by-case basis.

C. Critical Access Hospital Review

Ron Kreskey reported that he was pleased to see that the downward spiral of the past few years had been turned around. Discussion followed regarding the Hospitalist program's role in increasing the District's numbers. Discussion followed regarding survey results and how unhappy patients are handled. Discussion followed regarding MRI issues. Discussion regarding ventilator patients, transport, and blood transfusions. Discussion regarding reducing the volume of policies with the implementation of the Lippincott system.

After discussion, **Leon Bridge moved to approve the Critical Access Hospital Review as presented and adopt the recommendations. Tamara Szalewski seconded the motion and it passed unanimously. (4-0)**

Steve Miller requested clarification regarding the purchase of an ambulance. Lori Groves reported that the purchase of an ambulance requires a letter from the hospital's attorney, with specific language stating that the board approved purchasing the ambulance with a five year lease agreement at 2.8% interest. After discussion, **Leon Bridge moved to approve the purchase of the ambulance, previously approved by the board, with a five year lease at 2.8% interest. Tamara Szalewski seconded the motion and it passed unanimously. (4-0)**

VII. ADJOURNMENT

The meeting was adjourned at 8:27 am.

APPROVED THIS 6th day of DECEMBER, 2017

Ronald Kreskey, President

Leon Bridge, Secretary