

BOARD OF DIRECTORS
Lower Umpqua Hospital District
Wednesday, December 6, 2017
Hospital Conference Room
7:30 AM

MINUTES

Those Board Members in attendance include Ron Kreskey, president, Leon Bridge, Tamara Szalewski, Karen Bedard, and Cheryl Young. Others in attendance include Ryan Fowler, Lori Groves, Tara Blohm, Dr. Richard Jany, Holly Tavernier, Jennifer Aldrich, Sheri Aasen, Randy Gore, Steve Evans from Delap, 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. VISITOR'S AGENDA

No visitors.

III. SPECIAL PRESENTATION

A. Steve Evans, Delap – 2016 Lower Umpqua Hospital District Audit

Mr. Evans presented the board with the audit documents. He reported that this was a full scope audit with no restrictions by management. He reported that there were no disagreements with management. He also reported that Days Cash on Hand remains low, but is improving. Mr. Evans recommended that the District work on improving segregation of duties (Finance), requested that IT print out a list of vendors annually so Admin can review the list for fraud, hire an independent actuary to provide an estimate of medical malpractice liability, and conduct an independent review of the patient accounts receivable allowance spreadsheet. Mr. Evans met with the board to discuss any issues or concerns that they might have about the audit at 8:19 am. The board meeting resumed at 8:40 am.

IV. CONSENT AGENDA

A. Approval of the Board of Directors meeting minutes dated October 25, 2017

B. Approval of November/December 2017 expenditures and authorization to set aside for December 2017/January 2018 expenditures.

C. Medical Staff privileges:

1. Robin Scott, NP- Courtesy- Family Medicine Term December 6, 2017 to January 31, 2020

2. Schedule 1 update for Direct Radiology

Tamara Szalewski moved to approve the consent agenda as presented. Leon Bridge seconded the motion and it passed unanimously. (5-0)

V. REPORTS & PRESENTATIONS

- D. Nursing Services Report – Tara Blohm/Megan McCrorey
Tara reported that the new call light system is great. Training will begin next week. New phones will be distributed to the nurses. Tara and Megan will begin customizing the Lippencott database for LUHD after the migration to the cloud, update to Centriq 14.0.8, and a trauma review are completed.
- E. Public Relations – Jamie Swafford
Jamie reported that National Rural Health Day was fun and educational for all involved. Ron Kreskey reported that the Halloween breakfast was great. The food was wonderful. He expressed kudos to Dale Fisher.
- F. Finance Committee – Lee Bridge
Lee reported that the District is doing better this year than it has for several years.
- G. Planning Committee – Tamara Szalewski
Nothing to add to the minutes.
- H. Medical Staff –Dr. Richard Jany
Ryan reported for Dr. Jany, who had to leave the meeting. The Medical staff choose their officers for 2018. Dr. Sargent will be chief of staff, the surgical team of Dr. Lawson and Dr. Shank will share the vice-chief post, Dr. Dilcher will be secretary/treasurer. The staff also chose how their funds will be disbursed this year and asked that any gifts from the District be used to help fund the local food pantries.
- I. Financials – Lori Groves
Lori reported that both DFHC and RMC did well in October. DFHC is now close to budget, after a lot of effort on their part. Lori reported that she is focusing on reducing the number of days in Accounts Receivable.
- J. Administration – Ryan Fowler
Ryan reported that the District successfully moved to the cloud server. The move was scheduled to take four hours – it took two days for most issues to be resolved, with some still needing work. The District is preparing to update Centriq to 14.0.8. Megan and Tara have taken lead on training staff. Jennifer Aldrich, IT staff, and Jody Morrow are helping to prepare for the update behind the scenes. Jody Morrow has submitted her resignation but will stay until the end of the year to help with meaningful use reporting. HR is interviewing for a replacement for the CIS position and for the HIM manager position vacated when Jennifer moved to RMC. Rosa Solano has accepted the position of Public Relations coordinator. She will also be taking on some HR duties. Radiology is working toward being able to offer mammo services by the beginning of the

year. The employee holiday party was yesterday. Everyone had a great time. Lori Groves won first place in the cookie contest, with Lexie Nunn taking second. Kim Kelly won first place in the dessert contest, with Dennis Savedra taking second place.

VI. UNFINISHED BUSINESS

K. Master Heights

The District entered into an MOU agreement with the County. The County will accept an offer to purchase Lots 1-6 and 8. LUHD will assign the proceeds to the County, the developer will sign a note that removes the District from the sale agreement. The mortgage on RMC will be forgiven by the County. LUHD will sell Lot 7 separate from the County's lots.

L. State Survey

Ryan reported that we have not heard from the State about the survey. Staff took notes during the survey and have been working to fix the deficiencies, with the hope that most things will be corrected before we receive the report.

VII. NEW BUSINESS

A. Capital Requests

1. Digital Radiography Plates – Radiology

Discussion followed regarding the reason for choosing Konica Minolta plates. Discussion followed regarding the warranty. Randy Gore explained that 1 year warranty with service contracts at the end of the warranty are industry standard. Lori Groves reported that the District has one of each piece of major equipment. The District has service contracts for each piece of equipment to ensure that they are back in service within a day or two. Randy reported that Konica is able to remotely monitor the equipment and can address some issues off site. After discussion, **Cheryl Young moved to accept the proposal from Konica Minolta as presented. Karen Bedard seconded the motion and it passed unanimously. (5-0)**

2. Comfort Flow Proposal – Plant Ops

Plant Ops presented an emergency request to the board to purchase an air handler for the lobby and lab area of the hospital. The air handlers are original to the building. There are six and all of them will need to be replaced in the next few years. The plan is to rotate them out over several years so they don't have to be replaced during the same fiscal year. Kevin asked for bids from three companies. Two haven't yet responded. Comfort Flow was onsite the same day Kevin sent out the request for a bid. Comfort Flow has a history of being available when the District needs help with a heating/cooling problem. After discussion, **Tamara Szalewski moved to accept the bid from Comfort Flow as presented. Leon Bridge seconded the motion and it passed**

unanimously. (5-0)

VIII. EXECUTIVE SESSION – **Board president, Ron Kreskey adjourned into Executive Session at 9:10 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:

(a) To consider the employment of a public officer, employee, staff member or individual agent.

(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

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

IX. RETURN TO REGULAR SESSION AND POSSIBLE ACTION BY THE BOARD

The board returned to regular session at 9:32 am. After discussion, **Karen Bedard moved to approve the Teamsters Contract. Cheryl Young seconded the motion and it passed unanimously. (5-0)**

X. ADJOURNMENT

The meeting was adjourned at 9:35 am.

APPROVED THIS 24th day of JANUARY, 2018

Ronald Kreskey, President

Leon Bridge, Secretary