

BOARD OF DIRECTORS
Lower Umpqua Hospital District
Wednesday, February 28, 2018
Hospital Conference Room
7:30 AM

MINUTES

Those Board Members in attendance include Ron Kreskey, president, Leon Bridge, Tamara Szalewski, Cheryl Young, and Karen Bedard. Others in attendance include Ryan Fowler, Lori Groves, Holly Tavernier, Sheri Aasen, Rosa Solano, 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. VISITOR'S AGENDA

No visitors.

III. CONSENT AGENDA

A. Approval of the Board of Directors meeting minutes dated January 24, 2018

B. Approval of March 2018 expenditures and authorization to set aside for April 2018 expenditures.

C. Medical Staff privileges:

1. Brian Allen, PA- Courtesy without admitting privileges- orthopedic surgery- term through 01-31-2020

Files are available with the Health Information Manager for review.

Cheryl Young moved to approve the consent agenda. Tamara Szalewski seconded the motion and it passed unanimously. (5-0)

IV. REPORTS & PRESENTATIONS

D. Nursing Services Report – Tara Blohm

Tara reported that Pum Lippner and Bill Siling have retired. Bill continues to work with public health. Acute Care has several open positions. The new CIS, Roxie, was unable to begin working at the District due to a family health crisis in Nigeria that required her to return there. It's planned that Sara Green will replace Deanna Vest when Deanna goes on maternity leave. The Walk-In Clinic is now open five days a week with the new team of Dr. Audrey Shank and Beki Gray, NP. Tara reported that Dr. Shank has been working full-time for the good of the community and the Clinic, even though that is not what she signed on to do.

E. Public Relations – Rosa Solano

Discussion followed regarding the resumption of the Academy tours and the benefit they bring to the District through public education. Rosa reported that she is waiting to hear back from the school

regarding setting up a Lunch & Learn-type Braves Session.

- F. Finance Committee – Lee Bridge
Nothing to add to the minutes.
 - G. Planning Committee – Tamara Szalewski
Nothing to add to the minutes.
 - H. Medical Staff –Dr. Jason Sargent or Dr. Richard Jany
No questions at this time.
 - I. Financials – Lori Groves
Lori reported that January had a positive net income, bringing the District within \$90,000 of budget. Department managers are working on ideas to help increase income or decrease revenue by 5%. February has been a better-than-expected month. Discussion followed regarding high census and registry expenses. Lori reported that a new biller has been hired and is expected to help bring down AR days. Lori reported that the manner of dividing work among the billers is changing from payor-type (Medicare/Commercial/Etc.) to alphabetical. All billers will be trained to work with all payors and will be able to cover each other for vacations and sick time. Discussion followed regarding high utility bills. Discussion followed regarding Dunes Family Health Care’s revenue increase.
 - J. Administration – Ryan Fowler
Ryan reported that recruitment continues for a clinical informaticist, with the loss of Roxie. A possible medical record manager has accepted an offer of employment. An offer has been extended to a possible nurse practitioner candidate. Terms are still being discussed.
- V. UNFINISHED BUSINESS
- K. Master Heights
The developer asked for and was given an extension to March 12th to finish due diligence. He is interested in also purchasing the District’s property and plans to build small housing units – condos. He plans to sell most of them, keeping a few for rental properties. Another person has expressed interest in the District’s property. Discussion followed regarding the possibility of seeing a breakdown of the actual costs and revenue of the property from the beginning of the project.
 - L. State Survey
Ryan reported that the District has received no word from the State regarding the survey results. Tara reported that Coquille Valley Hospital has also not received survey results yet; they were surveyed six months prior to the District’s survey.

VI. NEW BUSINESS

A. Policies

1. P 90 Dress Code Policy

Ryan reported that the policy has been updated to cover issues that needed clarification. Holly requested that managers give input about dress code problems they have in their departments.

2. P 115 Family Leave Policy

Additional paperwork has been hand delivered regarding employees responsibility to answer the Employer's Response letter in a timely manner. Discussion followed regarding when employees become eligible for FMLA. Discussion followed regarding the change in insurance coverage. The District has to continue paying an employee's premiums when they are out on leave. The UFCW Trust didn't bill for employees who were on leave.

3. P 145 License Verification

It is the District's responsibility to ensure that patients are treated by properly licensed personnel. If this doesn't happen, the District will now have a policy in place that clearly spells out the ramifications.

After discussion, Leon Bridge moved to adopt the changes to P 90 Dress Code Policy, P 115 Family Leave Policy, and P 145 License Verification Policy. Karen Bedard seconded the motion and it passed unanimously. (5-0)

VII. EXECUTIVE SESSION **Board President, Ron Kreskey, adjourned the board into executive session at 8:09 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.

VIII. RETURN TO REGULAR SESSION AND POSSIBLE ACTION BY THE BOARD **The board returned to regular session at 8:28 am. No action was taken.**

IX. ADJOURNMENT

The meeting was adjourned at 8:29 am.

APPROVED THIS 28th day of MARCH, 2018

Ronald Kreskey, President

Leon Bridge, Secretary