

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

MINUTES

Those Board Members in attendance include Ron Kreskey, president, Leon Bridge, Tamara Szalewski, and Karen Bedard. Others in attendance include Ryan Fowler, Lori Groves, Tara Blohm, Jennifer Aldrich, 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 February 28, 2018
- B. Approval of April 2018 expenditures and authorization to set aside for May 2018 expenditures.
- C. Medical Staff privileges:

- 1. Schedule 1 update from Direct Radiology

Files are available with the Health Information Manager for review.

Tamara Szalewski moved to approve the Consent Agenda. Karen Bedard seconded the motion and it passed unanimously. (4-0)

IV. REPORTS & PRESENTATIONS

- D. Nursing Services Report – Tara Blohm

Tara reported that Sandy Teeter has taken the position of Infection Control/Employee Health Nurse. She worked on-call night shift at LUH and was a house supervisor at BAH. Hanadi Asfoor is scheduled to begin working as CIS on April 23rd. Discussion followed regarding Trauma Surveys. Tara will include the requirements for a Level 4 Trauma Center in the next board packet. Ryan reported that the District is looking at the process to ensure that patients are sent for MRI timely, and, if necessary, transferred out timely.

- E. Public Relations – Rosa Solano

Rosa reported that the American Legion Post 62 toured the hospital on Friday. Most members were long-time residents, but they still reported that they learned a lot about the hospital from taking the tour. They feel that the hospital is heading in the right direction. Rosa reported that EMS/PacWest are at the dunes today filming the vehicles working the dunes. Elaine Hooper asked that the open

house be focused on Felisha Miller and welcoming her to the community. Sponsored Facebook ads will invite people to the festivities as well as an ad in The World's "Thrive" insert. Rosa reported that six individuals and two groups have been nominated for the Beacon Award. The deadline for submissions is April 2nd.

Ron Kreskey reported that the Christmas In July committee has requested that the District's EMS personnel take note of people who might need help when they are responding to calls (houses that need ramps, or that need some minor or major repair work). Christmas in July is scheduled for the 2nd Saturday in July (the 14th this year). The committee is looking forward to working with a team from LUHD again this year. Rosa reported that there will be a Cinco De Mayo fundraiser on May 5th at the Eagles. She will pass out flyers when more information is available.

- F. Finance Committee – Lee Bridge
Nothing to add to the minutes.
- G. Planning Committee – Tamara Szalewski
Nothing to add to the minutes.
- H. Quality Assurance Committee
No questions about the minutes. Discussion followed regarding changes the District has implemented in employee injury reporting. Discussion followed regarding the new Safety Data Sheet program – information will be available electronically, by phone, and on paper. Managers and employees will be trained to use the new electronic system as soon as set up is completed.
- I. Medical Staff
Nothing to add.
- J. Financials – Lori Groves
Lori reported that February was a very good month. It brought the District to just slightly ahead of budget. March is a slower month. Secondary insurance is now automatically flowing through, which should help with AR processing. The flu has had a bigger effect on the clinics than on Acute Care.
- K. Administration – Ryan Fowler
Ryan reported that there has been a turnover in laboratory staff. An interim manager, Steve Raymond, was on site just over a day after the previous manager left. Steve identified several problems to solve and is working to rectify them. A new manager has been hired and will begin work as soon as she completes the background check. Nurse practitioner, Liz Zdunich, will begin work at Dunes Family Health Care on May 10th. Elaine Hooper has requested that the focus be on welcoming Felisha Miller to Reedsport Medical Clinic.

Felisha has a following of patients who she will be bringing with her to Reedsport Medical Clinic. Ryan reported that Rand O'Leary has resigned his position from Peace Health. He doesn't feel that the change will impact the District's agreement for management. The contract ends in 2019 and should be reviewed for possible changes. Ryan reported that a locum MD, Holly Easton, has been hired to cover Dr. Casey's patients while she is out.

US Department of Transportation Letter

After discussion, the consensus of the board is that the letter should be sent. Discussion followed regarding healthy walking paths.

V. UNFINISHED BUSINESS

A. Budget Committee Member Approval - Brenda Fraley from First Interstate Bank

After discussion, **Tamara Szalewski moved to accept Brenda Fraley's application for the budget committee. Lee Bridge seconded the motion and it passed unanimously. (4-0)**

B. Operational Goals/Strategic Plan

Discussion followed regarding (12/3) training leaders. Ryan reported that Holly Tavernier has plans to help managers hire good employees. Discussion followed regarding (9/3) purchasing through Peace Health. Ryan reported that it was too cumbersome to partner with Peace Health for purchasing. It has proven more agile and appropriate to partner with Coquille and Bandon. Discussion followed regarding (15/1) the LEAN Green program. Ryan reported that the District is partnering with other Critical Access Hospitals through the SHIP grant program to train four LUH employees in the LEAN Green program. These employees will help with process mapping and processes. Discussion followed regarding (17/2) In-house billing. Ryan reported that time to collect Accounts Receivables has been moving in the right direction. This will continue to be watched. The District is not planning to out-source those jobs.

Discussion followed regarding partnering with CERT, the fire departments, the school district, and others to provide emergency preparedness classes.

L. Master Heights

Ryan reported that the developer who had expressed an interest in purchasing the Master Heights properties has opted out. The county has reported that there is a potential second purchaser. The agreement ends in 2021, but, there have been conversations about extending the agreement with the county.

M. State Survey

No report from the State. One insurance company, Pacific Source,

informed the District that they would not pay for services until they received a copy of our most recent survey. Once they understood that the lack of a report was an issue with the State and not the District, they sent their own survey team to inspect the District. The District anticipates a State staffing survey in the future.

VI. NEW BUSINESS

A. Capital Request

1. 60" Range – Nutritional Services

Discussion followed regarding the need for a new range in the kitchen. After discussion, **Karen Bedard moved to approve the purchase of a range, not to exceed \$13,000, including freight. Tamara Szalewski seconded the motion and it passed unanimously. (4-0)**

B. Employee Breakfast Served by the Board

1. Tuesday, May 8

2. Friday, May 11

After Discussion, the consensus of the board was that the Employee Breakfast should be held May 8th.

VII. ADJOURNMENT

The meeting was adjourned at 8:42 am.

APPROVED THIS 25th day of APRIL, 2018

Ronald Kreskey, President

Leon Bridge, Secretary