

BOARD OF DIRECTORS
Lower Umpqua Hospital District
Wednesday, October 24, 2018
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, Dr. Jason Sargent, Tara Blohm, Sheri Aasen, Jennifer Aldrich, Felisha Miller, NP, Holly Tavernier, Chris Anderson, Kevin Hague, Steve Miller, hospital attorney, and Jamie Swafford.

I. CALL TO ORDER & INTRODUCTION

Board 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 September 26, 2018 and October 10, 2018

B. Approval of October 2018 expenditures and authorization to set aside for November 2018 expenditures.

After discussion, **Cheryl Young moved to approve the Consent Agenda. Tamara Szalewski seconded the motion and it passed unanimously. (4-0)**

IV. REPORTS & PRESENTATIONS

A. Nursing Services Report – Tara Blohm

Tara reported that Reach will be at LUHD on December 7th to set up a pediatric mock code in the main conference room. There will be three sessions to help train as many staff members as possible. Discussion followed regarding the suggestion from Life Flight about putting in a weather station at the LUHD heliport. Ryan reported that details were still being discussed, such as making sure that all services (Reach, Life Flight, Coast Guard, etc.) would have access to the live feed from cameras installed on LUHD property. Tara reported that there have been two confirmed cases of 'flu. Sandy Teeter and Deanna Vest have been working to provide 'flu vaccine to as many LUHD employees/volunteers as possible.

B. Public Relations – Ryan Fowler for Rosa Solano

Ryan reported that the second commercial from PacWest was sent to Rosa. This one featuring Dunes Family Health Care. He also reported that Aidan is looking for donations of candy for Halloween. Everyone is encouraged to consider nominating Reedsport for the \$500,000 grant (per the flyer

included in the board packet). Steve Miller reported that the artist for the November 2nd First Friday event is woodworker, Jim Toftner. Ryan reported that all three 4th grade classes will be invited to participate in National Rural Health Days this year. Tamara asked about the dates of NRHD and of the kitchen floor replacement.

C. Medical Staff –Dr. Jason Sargent

Dr. Sargent reported that a pain guidance group is coming to speak to the medical staff. He reported that the ER providers are doing well with the FAST training. A medical student just started a Journal club. An article is chosen from a medical journal, sent out to the group to read a week before the meeting. At the meeting the information in the article is discussed by the providers attending. Articles could be about medical advances, new treatment options, etc. Dunes has a new medical student from OHSU here for a six-week rotation. Another student, from Lebanon, will be coming in a couple of months.

D. Planning Committee – Tamara Szalewski

Discussion followed regarding the SHIP (Small Hospital Improvement Program) grant that made it possible for LUHD to participate in the LEAN training program. (Lean Six Sigma is a two staged approach which drives continual improvement in organizations and strives towards greater than 99% efficiency. Lean refers to maximizing customer value and minimizing the areas of waste in processes; creating enhanced customer satisfaction and less wasted resources.)

E. Finance Committee – Lee Bridge

Lee asked board members to let Lori know if more graphs are needed to help make the financial reports easier to understand. Jennifer Aldrich reported that Dr. Jacques will begin working at RMC November 5th and will see patients having insurance for which he is credentialed at that time.

F. Financials – Lori Groves

Lori reported that September was budgeted to have a loss, instead the District saw a small profit. Kudos to Acute Care and the ER for their hard work during times of high census. The Business Office is doing a great job with collections: to the tune of \$2,000,000 as of Tuesday. It looks like they might end the month at \$2,500,000. They were able to drop eight days from AR – going from 88 to 80. Kudos to Medical Records for reducing coding times from 70 days down to 16. Everyone has been working very hard. Discussion followed regarding the provider tax. Due to the shortfall in funding to pay for Medicaid, the State decided to tax small and CAH hospitals. The District pays \$196,000 to the State. The Federal government matches the amount paid by the District. The Federal match is used to reimburse the District for the tax.

- G. Administration – Ryan Fowler
Ryan reported that Sandy Teeter has accepted the nurse manager position. She was in charge of Infection Control. Discussions are taking place to decide how best to fill that position. Sandy is working toward becoming a nurse practitioner. Ryan thanked Dr. Ford (hospitalist), Dr. Casey (DFHC), Felisha Miller (RMC), and Beki Gray (Walk-in Clinic) for helping to keep RMC covered while a replacement was being sought for the internal medicine provider position. Ryan is working on an RFP to be submitted to Peace Health regarding sharing their EPIC system. The District is also looking at other systems and will include the medical staff in the decision-making process once it's down to two or three systems.

V. UNFINISHED BUSINESS

- A. Audit Update
Lori reported that the auditors will be on site next week. She is busy collecting information they've requested.
- B. Master Heights
Ryan reported that one lot is under contract and another contractor is looking at the upper lots.
- C. *State Survey*
The State sent a letter saying that the plan of correction had been accepted. Kudos to Kammy Rose for all her hard work collecting the data and sending it to the State. Several departments had to provide information for the plan of corrections.
- D. Halloween Breakfast – October 31st from 7:30 to 9:30 am.
- E. Date of November/December Board Meeting – December 5, 2018

VI. NEW BUSINESS

- A. First Friday Art Show at LUH – November 2nd from 5:00 to 7:00 pm

Capital Request

- i. Kitchen Floor Replacement
Ryan reported that Kevin received three quotes for the floor replacement. The low bidder was the only one of the three to actually come to Reedsport to look at the floor. Discussion followed regarding colors for the floor. Discussion followed regarding putting a cover over the “receiving” door and the low spot in the parking lot that holds water. After discussion, **Lee Bridge moved to approve the bid by Ponderosa Builders, not to exceed \$17,000. Cheryl Young seconded the motion and it passed unanimously. (4-0).**

B. Critical Access Hospital Review

Ryan presented the CAH report to the board and explained the process for completing the CAH review. Discussion followed regarding the increased numbers in the ER and Traumas. The State has a wider criteria for defining a trauma designation to people than the one used by the District in the past. The District is now coding in line with the State. It's felt that it's better to over triage patients rather than under triaging them. Tara reported that a huge new category is "ground level falls / over age 65 / on anti coagulants." More tourists are traveling in the area and recreating on the dunes. There have been numerous multi-patient injury accidents. Discussion followed regarding the impact on EMS from reducing the upper highway down to two lanes. After discussion, **Tamara Szalewski moved to approve the entire Critical Access Hospital review. Lee Bridge seconded the motion and it passed unanimously. (4-0)**

C. Updates to the Organizational Chart

Ryan reported that the organizational chart has been changed per prior discussions. The IT department has been moved to Ryan to help free Lori's time for more financial work. Pharmacy has been moved to Lori, this is a self-sustaining department that needs little supervision. The consensus of the board is that the changes should be made.

VII. EXECUTIVE SESSION – **Board president, Ron Kreskey adjourned the board into executive session at 8:27 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.

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

RETURN TO REGULAR SESSION AND POSSIBLE ACTION BY THE BOARD
Board president, Ron Kreskey, adjourned the executive session and moved the board into public session at 8:41 am.

VIII. ADJOURNMENT

The meeting adjourned at 8:42 am.

APPROVED THIS 5th day of DECEMBER, 2018

Ronald Kreskey, President

Leon Bridge, Secretary