

BOARD OF DIRECTORS
Lower Umpqua Hospital District
Wednesday, December 5, 2018
Forest Hills Golf Course Dining Room
7:30 AM

MINUTES

Those Board Members in attendance include Ron Kreskey, president, Leon Bridge, Karen Bedard, and Cheryl Young. Others in attendance include Ryan Fowler, Lori Groves, Dr. Richard Jany, Tara Blohm, Nancy Wood, Holly Tavernier, Rosa Solano, 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.
- II. VISITOR'S AGENDA – No visitors.
- III. CONSENT AGENDA
 - A. Approval of the Board of Directors meeting minutes dated October 24, 2018
 - B. Approval of November 2018 expenditures and authorization to set aside for December 2018 and January 2019 expenditures.
 - C. Medical Staff privileges:
 1. Robert Jacques, MD- Courtesy Internal Medicine through 01/31/2020
Files are available with the Health Information Manager for review.
Cheryl Young moved to approve the Consent Agenda with the revised board agenda. Karen Bedard seconded the motion and it passed unanimously. (4-0)
- IV. REPORTS & PRESENTATIONS
 - A. Nursing Services Report – Tara Blohm
The District is certified through 2019 for Trauma. A new simulator was purchased with the \$5,000 granted to the District for being "2018 Most Improved on MBQIP (Medicare Beneficiary Quality Improvement Plan) Reporting". Reach is coming this week for three sessions of pediatric code training. Discussion followed regarding patient restraints.
 - B. Public Relations – Rosa Solano
Rosa reported that Halloween was fun. The District received "Thank You" cards from the Highland School fourth graders who attended the National Rural Health Days visit to the hospital. Rosa reported that 70-80 people attended the public swim session sponsored by the District. They had to call in an additional life guard – for a total of four – that night. Ron Kreskey thanked the District for sponsoring the City

tree lighting ceremony and providing coffee and hot chocolate. Rosa reported that the Auxiliary will be participating in the Moonlight Madness sale on Thursday night. The Reedsport Walking Club will be on hiatus until spring: it's too dark and wet most weeks and the participants didn't want to move to the Community Building. The District is participating in a "Letters to Santa" project.

- C. Medical Staff –Dr. Jason Sargent or Dr. Richard Jany
Dr. Sargent was unable to attend the meeting, but provided a written report.
- D. Planning Committee – Tamara Szalewski
Nothing to add to the minutes.
- E. Finance Committee – Lee Bridge
Discussion regarding the drop in Walk-in Clinic visits versus ER visits. Ryan reported that the Admin Team is discussing ways to get the message out to the community about where to go with health issues: 1) primary care, 2) Walk-in Clinic, and 3) Emergency Room. Discussion regarding making sure employees read new policies. Ryan reported that the Relias system allows new/updated policies to be uploaded and assigned to employees. Each employee is required to log in to Relias, read the policy, and attest that they read, understood, and will comply with the policy. This is all documented in Relias.
- F. Financials – Lori Groves
Lori reported that October ER volumes were higher than historic volumes. She reported that the auditors will issue the audit by December 22nd and will present it to the board at the January meeting. Discussion followed regarding the change in the way the District will figure contractuals in the future. In the past, the Business Office assigned billing by insurance type: Medicare, Medicaid, commercial, self-pay, etc. Which meant that up to four people could be responsible for different parts of a patient's bill. That has been changed to an alphabetical system. Each biller is responsible for their patients' bills from start to finish. The Business Office has dropped AR days from 90 to 70 days. The goal is to reach 60 days by June 30th. Lori reported that Dunes is doing a fantastic job of increasing provider averages to help reach the CMS requirements.
- G. Administration – Ryan Fowler
Ryan reported that Dr. Jacques is providing internal medicine care at RMC. Patients and staff enjoy him and he likes working here. Ryan reported that Oregon Cardiology has returned to Reedsport and is seeing patients at the Specialist Clinic. The new lab equipment has

been set up. There were issues with Healthland, which have been worked out. Ryan reported that speech therapy volumes are increasing. Mary Manzano is already meeting the volume goals set when she was hired. It's been very helpful to Acute Care to have speech therapy available fulltime. Ryan reported that Lori Groves spoke to a new broker for malpractice insurance. He was able to save the District \$70,000 by moving to UMIA insurance (Utah Medical Insurance Association). The rate is guaranteed for two years.

V. UNFINISHED BUSINESS

A. Master Heights

Ryan Fowler reported that one of the smaller lots has sold. The paperwork has been signed. The hope is that once a house is built on the property, it will be easier to sell the remaining lots.

VI. NEW BUSINESS

A. Capital Request

i. PT – NuStep Exercise Machine

ii. IT- Camera System Upgrade

Rehabilitation is requesting the purchase of a NuStep machine. The item is budgeted.

IT will be able to use a \$5,000 matching grant from Special Districts of Oregon to help purchase the cameras. This is a budgeted item that is badly needed.

Karen Bedard moved to approve both purchase requests as submitted. Cheryl Young seconded the motion and it passed unanimously. (4-0)

B. Policy Updates

i. P1-Introduction

With the new Relias system for employee education, it's possible to upload policies, classes, the employee handbook, and other items that need to be reviewed by all employees. The Relias system will keep track of which employees have completed the required training. This will help when employees break rules and claim that they didn't know what the rule was.

Cheryl Young moved to approve the policy updates as corrected. Karen Bedard seconded the motion and it passed unanimously. (4-0)

VII. EXECUTIVE SESSION – **Board president, Ron Kreskey, adjourned the board into executive session at 8:38 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 **Board president, Ron Kreskey, adjourned the board into public session at 8:55 am.**

IX. ADJOURNMENT

The meeting was adjourned at 8:55 am.

APPROVED THIS 23rd day of JANUARY, 2019

Ronald Kreskey, President

Leon Bridge, Secretary