

BOARD OF DIRECTORS MEETING

Lower Umpqua Hospital District (LUHD)

Wednesday, August 26, 2020

Via Conference Call

Call Ext. 1320 from inside the district - or -

541-271-2110 from outside the district

Pin code 821468

7:30 a.m.

MINUTES

Those Board Members in attendance include Ron Kreskey, president, Cheryl Young, Tamara Szalewski, and Karen Bedard in person. Others in attendance include Ryan Fowler, Holly Tavernier, Lori Groves, Dr. Richard Jany, Sandy Teeter, Steve Miller, hospital attorney, and Jamie Swafford in the conference room. Board Member Lee Bridge, Rosa Solano, Kammy Rose, Sheri Aasen, and Dr. Jason Sargent by phone.

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 July 22, 2020

B. Approval of August 2020 expenditures and authorization to set aside for September expenditures

A. Medical Staff privileges:

i. Jack Chan, MD-Courtesy- Emergency Medicine- August 26, 2020 to January 31, 2021

ii. Steven Tersigni, MD-Courtesy- Ophthalmology- August 26, 2020 to January 31, 2021

iii. Jeffrey Westin, MD, MD-Courtesy- Emergency Medicine- August 26, 2020 to January 31, 2021

Files are available with the Medical Staff Coordinator for review.

Cheryl Young moved and Lee Bridge seconded to approve the consent agenda. The motion carried unanimously. (5-0)

IV. REPORTS & PRESENTATIONS

A. Nursing Services Report – Sandy Teeter

Sandy reported that Brooke Kosten was hired for Quality and Infection Control. She's concentrating on Quality first. Acute Care still has a few open positions. Sandy reported that Douglas County requested that the District take on Covid-19 testing for this area. The surgery crew will begin testing on Fridays, with the possibility of adding an additional day later. The BioFire machine has been validated and can be used for Covid-19 testing. The machine gives results in 45 minutes to one hour. The challenge will be having enough PPE. Covid testing requires full PPE. The BioFire machine tests for 16 different items. We can only bill for four of the tests. The machine is capable of testing GI panels. We don't have that part of the system installed at this time. The Zoll defibrillators are past their life span and can no longer be serviced. Sandy reported that in-patient pharmacy is working on the drug library

for the ICU pumps.

B. Public Relations – Rosa Solano

Rosa reported that the District placed an ad in the coast-wide Coast Guard publication. The District received additional likes on Facebook from that ad. The World is preparing to publish the “South Coast Strong” insert soon. The District will have a full-page article in the publication. Rosa reported that the District will run a Facebook campaign regarding the “Partners in Care” patient portal. Patients are asked to call a number and speak to Bill Tollefson for help signing up for the portal. The Foundation will be meeting soon to decide the Beacon Award winners for this year. Discussion followed regarding ways to recognize the nominees and the two winners.

C. Finance Committee – Lee Bridge

Holly reported that as a healthcare provider the District is exempt from the rules to cover expenses/payroll for Covid-19 FMLA. Employees who contract Covid would be eligible for short term disability, which all part-time and full-time employees have. The school has been directed by the state to provide childcare for certain classes of business: health-related, fire departments, police, etc. The school requested a list of District employees who need child care to be provided by the school. There are none at this time. Holly reported that she sent out a notice to all employees regarding the new FMLA and posted it on the posting board next to her office. Discussion followed regarding the requirement for the District to have two audits this year and next year. The District will have the regular audit by Delap and a single audit conducted by a firm that specializes in this type of audit. Single audits are required for anyone who receives Federal funds in amounts over \$250,000.

D. Planning Committee – Tamara Szalewski

Tamara reported that she had nothing to add to the minutes.

E. Medical Staff –Dr. Richard Jany

Dr. Sargent reported that DFHC has a long-term medical student, Tara. He also reported that the medical providers at Dunes are very frustrated and trying to work through a number of issues.

F. Financials – Lori Groves

Lori reported that the District had budgeted for lower revenue in July, knowing providers would see fewer patients with the Meditech implementation. Providers were supposed to see 8 patients per day, gradually ramping back up to normal over the course of several weeks. As it turned out, they saw many more than 8 patients per day. The District budgeted for Dr. Harris’ and Dr. Petrofes’ retirement, but, did not budget for Dr. Jacques unexpected retirement due to Covid-19. Grants/loans have been keeping the District financially stable, but those funds will run out in October. Lori reported that she continues to seek and apply for more grant opportunities. The clinic went from 40% of the budgeted amount of revenue in March/April up to 80% of budgeted revenue in July. Meditech billing issues continue, with some resolutions along the way. The Business Office staff is hitting the accounts receivables from Centriq and EPIC to close those systems out by the end of December.

G. Administration – Ryan Fowler

Ryan reported that the District is considering an Internal Medicine candidate who is available immediately. Dr. Amsden is considering bringing pain management back to LUHD. Ryan reported that Jennifer Aldrich and Bill Tollefson have done an amazing job on the Meditech conversion. Four candidates have applied for the clinic manager position. Paul Connolly is the interim manager until a new director is hired. The District is currently seeking a Radiology director and a manager for the Family Resource Center. Ryan reported that Dr. Tersini (JR) is contracting to provide cataract surgeries at LUH. Discussion followed regarding who pays the expenses of the Family Resource Center? The FRC was originally state mandated of the school system. LUHD applied for grants to construct the building that housed FRC. LUHD and the School District shared the expenses of the center. At this time LUHD is covering all FRC expenses and paying for the staff.

V. UNFINISHED BUSINESS

A. Covid-19 Report

Ryan reported that the District continues to follow the changing mandates from the governor and the CDC. The District continues to screen patients prior to entry to the facility. The governor has divided Oregon into districts. LUHD is in District 3. We are mandated to put together a plan for sharing resources should a large out-break occur. Concerns voiced by the board regarding sending our ventilators/staff to Riverbend: Will we be able to staff our ICU for non-covid patients if our equipment is out of the area? Will we get our equipment back? Will it be maintained? This area is always in danger of becoming isolated due to slides, earthquakes, etc. closing roads and damaging bridges. If our equipment is out of the area, how will we take care of our patients? Sandy Teeter reported that there are fewer hospital cases from Covid-19. The patients are younger and healthier. The virus is mutating into a less deadly strain. More effective therapeutics and vaccines have reached stage 3 of testing. Other countries have experienced a less extensive 'flu season. Lori reported that she is preparing to report the PPE grant and will know after the report how much of it will have to be paid back. All LUHD employees who wanted to return to work, have returned to work. Some are working in different areas due to the changes in work-flow caused by Covid-19. Ryan expressed kudos to Lori and her staff for all the work to keep us financially stable. Ryan reported that 35 Critical Access Hospitals are financially critical. Ten are in imminent danger of closing. The other 25 are working in the red.

B. Teamsters Negotiations

Ryan reported that the District reached an agreement with Teamsters. They took the proposed agreement to their members for a vote. It was turned down and a counter-proposal was sent back. The District has countered that proposal and is waiting for a final vote.

C. Meditech Report

The District was able to negotiate a reduced cost for the program due to the company's late start in training and set-up. The time clock implementation has been set back to October. The current goal is for payroll to roll out in Meditech on January 1st.

VI. NEW BUSINESS

A. Policy Updates

1. P 190 Passwords

Ryan reported that the District password policy calls for passwords to be changed every 360 days. Meditech requires password changes every 120 days. The attached policy will bring the two systems into alignment. After discussion, **Lee Bridge moved to approve the password policy. Cheryl Young seconded the motion and it passed unanimously. (5-0)**

B. Capital Requests

1. Plant Ops - Roof Repair, additional costs

Discussion followed regarding the additional damage to the roof. The additional cost is \$13,810.38. The cost of the entire project is below the original budgeted amount. After discussion, **Tamara Szalewski moved and Cheryl Young seconded to approve the additional cost for the roof repair. The motion passed unanimously. (5-0)**

2. Nursing – R Series Defibrillators

Tara Blohm explained that the bid only listed Zoll defibrillators because that is the brand currently on our three ambulances. When patients are brought in, the leads just need to be unplugged from the ambulance defibrillator and plugged in to the hospital defibrillator. If another brand was purchased, the patient would need to have all the leads removed from their body and new leads attached. This would lead to extended time before the patient could receive care and additional expense for the extra pads used. After discussion, **Cheryl Young moved and Tamara Szalewski seconded to approve purchasing the Zoll defibrillators. The motion passed unanimously. (5-0)**

3. Surgery – EMG Machine, pain management

This request is not ready to bring to the board at this time.

4. Clinic/Surgery - Bravo Recorders

The machine has reached end of life. This brand is suggested because it does what our surgeons want it to do, and the staff are trained on it's use. After discussion, **Cheryl Young moved and Karen Bedard seconded the motion to purchase the Bravo Recorders. The motion passed unanimously. (5-0)**

C. Date of November/December Board Meeting

1. December 2, 2020

2. December 9, 2020

After Discussion, the consensus of the board is that December 2nd is the best date for the combined November/December board meeting.

VII. EXECUTIVE SESSION – Board president, Ron Kreskey adjourned the meeting 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:

(c) To consider matters pertaining to the function of the medical staff of a public hospital licensed pursuant to ORS 441.015 to 441.063, 441.085, 441.087 and 441.990 (2) including, but not limited to, all clinical committees, executive, credentials, utilization review, peer review committees and all other matters relating to medical competency in the hospital.

VIII. RETURN TO REGULAR SESSION AND POSSIBLE ACTION BY THE BOARD
Board president, Ron Kreskey, adjourned the executive session and re-opened the regular session of the board at 10:52 am. No action was taken by the board.

IX. ADJOURNMENT
The meeting was adjourned at 10:54 am

APPROVED THIS 23rd day of SEPTEMBER 2020

Ronald Kreskey, President

Leon Bridge, Secretary