

BOARD OF DIRECTORS MEETING  
Lower Umpqua Hospital District (LUHD)  
Wednesday, July 27, 2022 - 7:30 a.m.  
Via Conference Call  
Call Ext. 1320 from inside the district - or -  
541-271-2110 from outside the district  
**Pin code -306780 - Pin code**

MINUTES

Those Board Members in attendance include Ron Kreskey, president, Lee Bridge, Karen Bedard and Tamara Szalewski (phone). Others in attendance include John Chivers, Dr. Jason Sargent, Jennifer Levy, Julia Floyd, Mary Chambers, Steve Miller, hospital attorney, and Jamie Swafford.

Those employees and members of the public attending by phone include: Marshall Bachelder

I. CALL TO ORDER & INTRODUCTION

Board president, Ron Kreskey, called the meeting to order at 7:30 am.

I. VISITOR'S AGENDA

No visitors.

II. CONSENT AGENDA

- A. Approval of the July 27, 2022 meeting Agenda.
- B. Approval of the Board of Directors meeting minutes dated June 22, 2022
- C. Approval of July 2022 expenditures and authorization to set aside for August 2022 expenditures
- D. Approval of the May 19, 2022 Grievance Committee meeting minutes
- E. Approval of the April 6, 2022 Comprehensive Quality Council meeting minutes.

After discussion, **Karen Bedard moved to approve the Consent Agenda as presented. Lee Bridge seconded the motion and it passed unanimously. (4-0)**

III. REPORTS & PRESENTATIONS

A. Quality/Risk Report – Julia Floyd

- The Safety Survey has been submitted and is approved to be benchmarked against other hospitals. Results are expected to be available in August.
- Medication issues were solved by adding a pop-up in Meditech to remind staff to add orders for medications that were overridden.
- After a review of patient charts, staff were trained to document allergies, even if they are already listed in the system.
- There were three falls – one visitor and two patients. There were no injuries.
- There were five grievances. All were contacted and the issues were closed.

B. Nursing Services Report

- The Nurse Manager position was offered to a candidate and accepted.

- There remain only two open RN positions.

#### C. Medical Staff –Dr. Jason Sargent

- Dr. Ian Coe is in Reedsport and plans to help with the clinic at Dunefest.
- Dr. Jacques plans to take a two-month leave for medical reasons.
- The District reached out to Cynthia Warnstaff to find out if she is interested in returning to DFHC as a locum or as a permanent member of the staff.
- A nurse practitioner student plans a rotation in Reedsport this fall
- The Same Day Clinic is holding discussions with a physician assistant regarding filling holes in their schedule.
- Dr. Lyle Torguson, pain consultant, was at DFHC for two days to help with the chronic pain management program. He has indicated an interest in mentoring new providers.
- Sports Physicals are scheduled all day August 10<sup>th</sup> at Reedsport Community Charter School, during student registration. Dr. Petrofes will help with the physicals. The event was well-attended last year.
- Recruiting is difficult across the country.
  - 1) Fewer medical students are choosing family practice, opting for specialties instead.
  - 2) Large numbers of providers are retiring.
  - 3) Baby boomers are aging and needing more health care, creating a need for additional providers.
  - 4) Providers have to be licensed in Oregon – some are resistant to doing that.
  - 5) In the past, the District hosted residents, who often came back for a second rotation, and became part of the medical staff. It's difficult to host residents with a reduced staff.
- Dr. Sargent will talk to Sheri Aasen regarding recruitment videos, especially focused on quality of life and abundance of water.
- DFHC is limiting establish care appointment for new patients to local residents at this time.

#### D. Planning Committee – Karen Bedard

- Nothing to add to the minutes. No questions.

#### E. Finance Committee – Lee Bridge

- No questions.
- Ron Kreskey reported that the Foundation board discussed the \$38,000 donation to fund nursing student scholarships.
- The Foundation will manage the funds, which will remain in the District's account.
- Sheri Aasen will reach out to the donor regarding the fund. The original gift stated that only the interest could be used each year for scholarships. The principle had to remain intact.
- The District's market share remains very low.
- John Chivers is working to collect market share data.

- The ER's market share looks good. Most appropriate patients are captured, with Traumas sent to higher level facilities, as deemed medically necessary.

#### F. Financials – John Chivers

- June brought in \$4.6-million in revenue, the fourth highest month for the year.
- Misc. shows a negative balance due to reclassification.
- Pay increases for the month are due to the RN contract going into effect June 1<sup>st</sup>.
- Pro fees are high at \$404,000, mostly due to locum providers.
- Supplies: Pharmacy shows an adjustment due to the return of overstock items.
- GASB96 (software and subscriptions) and GASB87 (rental/lease agreements) caused many reclassifications to the budget and balance sheet.
- Contract labor is down, with only two open RN positions. The District has no plans to replace locums at the end of their current contracts.
- Depreciation is down due to large assets at end of life and fully depreciated: I.E. the 1997 building remodel and a large electrical project.
- A new column, GASB depreciation, is not really depreciation.
- Utilities are down with the end of winter heating.
- Dues and Subscriptions are now listed differently for GASB96.
- Education and Travel were not reduced on the 2022-2023 budget.
- GASB Interest is not really interest, but, it's the way rentals and leases are treated under the new GASB87 rules.
- The District shows an operating loss of \$524,000 for the year.
- The old CT machine was purchased by the company for \$34,000.
- Donation account shows amounts that were not reported in the past.
- The PRF grant will be recognized in 2021-2022.
- Accounts have been set up for each grant so they can be documented individually.
- Some funds that have been intermingled with cash in the past are now placed under restricted cash. The \$38,000 scholarship donation is now documented as restricted. The funds required under the Umpqua Bank covenant are now documented under restricted funds.
- Vacations and illnesses have slowed down processing bills.
- One Master Heights lot has sold and the check was received. The Edward Hulton account and the Douglas County loan will show the change in funds on next month's report.
- The Pharmacy inventory was adjusted \$99,000. It's planned to inventory the pharmacy at least twice a year going forward.
- The cost of construction of the Business Office at the School District Office complex has been retired.
- The Medicare advance payment should be repaid in full by September.
- The new CT machine went live July 11<sup>th</sup>. The \$250,000 Douglas County grant to help purchase the machine will be recognized in July.
- The \$141,000 SHIP grant has not been recognized yet.

- Tail remains at \$420,000 per the recommendation of the auditors.
- The productivity report will change in fiscal year 2022-2023 because the budget is more accurate than last year's budget.
- Umpqua Bank requires the District to keep a Debt Service Ratio of at least 1.75. With the grants received by the District, the current ratio is 7.2. The District is projected to have a ratio of 3.5 in FY 2022-2023.
- Cash has been reduced because of the transfer of assets from regular cash to restricted funds and because of the payments to Medicare.
- COVID questions regarding the number of cases in the Reedsport area.
- Dr. Sargent reported that DFHC is seeing more COVID cases now than four months ago. The new variant is highly contagious.
- COVID patients are being kept in Acute Care, which is an improvement over having to transfer COVID patients to a higher level of care at the beginning of the pandemic.
- Dr. Sargent reported that new treatment options are readily available now.

#### G. Administration – John Chivers

- The CT is up and running as of July 11<sup>th</sup> thanks to great effort on the part of Kathryn Thurman, Kevin Hague, and the Plant Ops staff. The state required that the machine be hooked up to the emergency backup generator, which has never been done before. The CT machine cannot be used on emergency backup power. Running the electrical cabling and other requirements cost the District an additional \$40,000 and delayed putting the machine online by one week. The hospital was on divert for 48 hours while waiting for the State to approve the installation.
- The new ultrasound machine went online in June and has been well-received. Its purchase will save the District \$150,000/year in rental fees.
- Novarad, the new PACS system, was scheduled to go live July 25<sup>th</sup>. It was delayed to August and has been delayed once again, due to personal issues from the Radiologists.
- The District has not received a signed agreement back from Teamsters at this time. The contract went into effect on June 1<sup>st</sup>. There are no conflicts between the District and Teamsters.
- Dr. Lawson is retiring October 1<sup>st</sup>. Becky Rice is leaving the end of July.
- The District is interviewing four FNP's and recruiting a LCSW or MSW.
- The District is currently talking to two general surgeons about covering Dr. Lawson's shifts.
- June Fulton has agreed to provide CRNA coverage through the end of the year. The District is under discussion with an additional CRNA to help cover the position.
- The District is currently seeking two RN's, one radiology tech, and one occupational therapist.
- The employee BBQ was well attended by 100 staff members and a board member.
- The first All-Employee Forum was attended by 75 staff and one board member. Plans are underway to hold 3-4 forums per year.

- A Walk-in Clinic will be set up at Dunefest this year – from 10 am to 7 pm, Thursday/Friday/Saturday of Dunefest week. They will treat minor injuries for a \$40 cash fee. The proceeds will be donated to Project Blessing. EMS will be called to transport people with more extensive problems to the hospital. Dunefest is August 2<sup>nd</sup> through 7<sup>th</sup>.
- The District has experienced a sewer blockage, with one restroom down. A plumber has been called and is coming later today.
- The District was locked down again this month because of issues with the same patient as last month. Security is now on campus 24/7. The person was trespassed through the Reedsport police department and is only allowed to be seen for emergency care in the ER. Research is underway to lock the Emergency Department and Acute Care. Surgery has not been locked at night, but will be secured going forward. Pharmacy is also vulnerable and plans to install bulletproof glass are being considered. A gate is being considered in the hallway just past the Pharmacy to keep people from entering the rest of the hospital when they come to the Pharmacy after hours and on weekends.

#### IV. NEW BUSINESS

##### A. ANNUAL MEETING OF THE BOARD OF DIRECTORS

- 1) Election of Officers
- 2) Committee Assignments
- 3) Conflict of Interest Statements
- 4) Board Evaluations

**Karen Bedard moved to approve the same slate of officers and committee members as Fiscal Year 2021-2022. Lee Bridge seconded the motion and it passed unanimously. (4-0)**

Tamara Szalewski reported reading a CO2 study regarding face masks. The study found that CO2 increases the longer the masks are worn. Masks should be used no longer than 15 minutes. They also cultured bacteria and fungus on the inside and outside of masks.

Steve Miller reported that the City of Reedsport is currently undergoing a charter review – including the rules for executive sessions and conflict of interest. Mr. Miller offered to provide the board with training for executive sessions. Ron Kreskey and Cheryl Young plan to attend the upcoming SDAO board training sessions. Consensus was that Mr. Miller’s training could be offered after the SDAO training has been attended.

#### V. EXECUTIVE SESSION – **Board president, Ron Kreskey adjourned the regular board meeting and called the executive session to order at 8:50 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.

- VI. RETURN TO REGULAR SESSION AND POSSIBLE ACTION BY THE BOARD  
**Board president, Ron Kreskey closed the executive session and re-opened the regular board meeting at 9:10 am. No action was taken.**

ADJOURNMENT

The meeting was adjourned at 9:10 am.

APPROVED THIS 24th day of AUGUST 2022

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Ronald Kreskey, President

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Leon Bridge, Secretary