

## **BOARD OF DIRECTORS MEETING**

Lower Umpqua Hospital District (LUHD)  
Wednesday, November 29, 2023, 7:30 a.m.  
Main Conference Room or  
Via Teams audio conference call  
Dial: 1-323-694-9833  
Audio conference ID: 344 786 077#

### **MINUTES**

Those board members in attendance include Ron Kreskey, Chair, Cheryl Young, Vice Chair, Leon Bridge, Treasurer, Karen Bedard, Director, and Laura McCorkle, Secretary.

Others in attendance include Tony Andrade, Moss Adams, Tonya Galliher UFCW 555 representative, Stephanie Miller, John Chivers, Melissa Cribbins, hospital attorney, Ken Landau, Holly Tavernier, Jennifer Green, Julia Floyd, Alison Green, Deanna Prater, Mary Chambers.

Those employees and members of the public joining by phone include Svetlana Melnik, Dr. Jason Sargent.

I. **CALL TO ORDER & INTRODUCTIONS**

- A. Board President Kreskey called the meeting to order at 7:30 am.
- B. Ron Kreskey introduced Tony Andrade, Financial Auditor, Moss Adams

II. **No visitors.**

III. **CONSENT AGENDA**

- A. Approval of the November 29, 2023, meeting Agenda.
  - B. Approval of the Board of Directors meeting minutes dated October 25, 2023, (attached)
  - C. Approval Resolution 23-14 authorization to set aside for December 2023 expenditures (attached)
  - D. Approval of the September 28, 2023, P&T Committee minutes (attached)
  - E. Medical Staff Credentialing (attached)
- After discussion, Board member Cheryl Young moved to approve the Consent Agenda. Board member Leon Bridge seconded the motion and it passed unanimously (5 - 0).

- IV. SPECIAL REPORT – Financial audit, Tony Andrade, Moss Adams
  - A. See report: Presentation to the Board
  - B. See: Financials Statements
  - C. Governance Letter was provided to the Board of Directors
- V. REPORTS & PRESENTATIONS
  - A. Quality/Risk Report – Julia Floyd (attached)
    - 1. See report.
    - 2. DNV is an accreditation firm we have engaged.
    - 3. October Incidents 90; 52 Meditech events during downtime; 2 pre-pack events.
    - 4. October Grievances - four in October; one was multi-factor. Grievances are investigated and committee meetings are held monthly to review and improve processes.
  - B. Nursing Services Report – Jennifer Green (Hand carry)
    - 1. Nursing
      - a. New Hires
        - i. Amber Schleve CNA On-Call NOC started 11/9/23
        - ii. Kristen Blackwell CNA2 Full-time ED started 10/23/23
        - iii. Two promising interviews this week one for full time NOC shift RN, one for on call day shift RN.
      - a. Currently open
        - i. RN 3 Full-time NOC
        - ii. CNA 1 Full-time NOC
        - iii. CNA 1 Full-time DAY
        - iv. CNA 2 Part-time in ED
    - 2. Respiratory
      - a. Full time NOC shift and Full time Day shift position
    - 3. Process Improvements/Projects
      - a. SBAR communication improvement with physician calls
      - b. Developing ortho program (order sets & protocols)
  - C. Employee Health & Safety – Deanna Prater (attached)
    - 1. Staff Flu shots – we are required to track vaccines of employees; YTD = 61.5% vaccinated, 12% unknown status. Nationwide the goal is 60%. Overall nationwide vaccination rates are declining. NIH completed a study on why healthcare workers are not getting vaccines. The predominant reasons are fear of vaccines, and not deeming the disease as a risk to self or others.
    - 2. Influenza in Oregon - in southern Oregon so far this season we are seeing very low incidence of influenza. It usually peaks in mid-December, so we'll have to be prepared in the coming weeks.
    - 3. Spikevax – the new COVID vaccine, Spikevax by Moderna, has been rolled out. There has been low interest amongst employees and the community. After discussion, Ron Kreskey advocated for the need to

advertise to the community again since we now have both flu and COVID vaccines.

D. Medical Staff – Dr. Jason Sargent (Hand carry)

1. John read the report since Dr. Jason Sargent is out sick.
2. At our most recent medical staff meeting, we reviewed and approved the medical staff bylaw changes that are before you today. The board will continue to see updates to the bylaws throughout the year as they are diligently updated. Alison Green is doing an amazing job spearheading the efforts and keeping us organized.
3. The 2024 medical staff committee assignments were finalized along with officially electing Dr. Ian Coe as Vice Chief of Staff and myself to remain on as Chief of Staff.
4. We are extremely pleased to have Dr. Ivanitsky joined our team. I have already heard great feedback from patients in his first week on board. We are looking forward to expanding our orthopedic services.
5. Erin Berry, FNP has now been with us for roughly 4 weeks. Alison Green is working diligently on payer approvals, which is expanding every week. Erin is highly motivated and excited to be part of DFHC. She is a welcome addition.
6. The COVID19 vaccination is now being given at DFHC. Patients can obtain the vaccines at appointments or by calling DFHC to set up a MA visit.
7. We are identifying homebound patients who have requested the influenza or COVID19 vaccine. I will be working with Deanna Prater to set up some home visits to take vaccines to those who cannot come into the clinic.
8. A couple of kudos:
  - 1) First, I want to thank the OR crew for helping clear and catalog DFHC medical records in our storage room. Now we can continue the process of converting that space into a much-needed meeting/educational conference room at DFHC.
  - 2) Second, I want to thank Marshall Bachelder for all of her hard work and leadership at DFHC. Upon examination of our last 2 years, Marshall has been one of the most important pieces to the improvements and stability at DFHC. I am very grateful for her time here.

E. Public Relations

1. There will be a full report at the next scheduled board meeting.

F. Finance – Ken Landau (attached)

1. See report.

2. Re-forecast - per John we'll use the budget model and based on where we are YTD, we will reforecast our volumes and identify impact areas such as productivity. Cash flow does not include our foreseeable one-time payments. Through attrition we are looking at possible changes to do things differently. We want to avoid involuntary staff reductions. We have changed the tone of conversations from 'can we do this' to 'we must do this' to achieve needed results.

G. Administration – John Chivers (attached)

1. See report.
2. Foundation – see report.
3. Legal Matter – see report.
4. mTelehealth – see report. Question from Ron Kreskey - Melissa is this situation common? It is less common. Anyone can sue you any time and will especially since you're insured.
5. Recruiting – see report. Update from Holly – the recruiter has an LCSW candidate to present by week's end. Of note from John, once agreement details are finalized, the tele-psych service will be about 90 days out for credentialing.
6. Promotion/PR: see report; speakers at the last provider meeting included Dr Saunders and Rehab team (Allision Ortwein and Nadja Goulart).
7. ERC grant – see report.
8. Office Rural Health – see report.
9. Cultural assessment – see report. After the survey is completed, the timeline for delivery of results will likely be a month.
10. Marshall Bachelder, Clinic Manager – see report.
11. UFCW Contract – see report; request to ratify in new business.
12. Retail pharmacy –
  - 1) We've seen tremendous growth in this department and as we all know we've been struggling to keep up with volume increase and service delivery.
  - 2) This week a large volume of people was switching over to us after the Reedsport pharmacy announced it will no longer supply 40-50 drugs. Additionally, the Rite Aid in Florence is officially closing their doors as of today. Consequently, our retail pharmacy is bombarded.
  - 3) Automated texting is helping with flow per Svetlana Melnik. We are looking at implementing automatic refills but are having trouble with some system settings which allow for automatic refills.
  - 4) Question from Karen – can you make the patient waiting line more organized? Everyone is comingled, and it seems logical that some should have priority over others. Per Jennifer Green our physical space is limited and will not accommodate multiple

service windows. There have been process changes to meet safety requirement which do slow the workflow. Karen asked can a special place be open for only new prescription patients. Per John how we store drugs is heavily regulated by the DEA. Since the retail pharmacy is not part of our CAH, we have more flexibility on location.

- 5) Karen – what is the update on scheduling mammography's here at LUHD? Per Holly we've not had any applicants to our open positions and there are no mammography travelers. We had a tech lined up, but she did not work out at this time. Nationwide there is a shortage, so it's very hard to fill our two open positions. Our rad tech wages are below market and recruiting has been difficult. As for the equipment, while 3D mammography is preferred because it is more definitive and fewer follow-up tests are required, our equipment is satisfactory.

## VI. UNFINISHED BUSINESS

### A. Finance Policy updates:135A, Summary, 135B (Ken Landau)

1. See policy overview and policies.

After discussion, Board member Cheryl Young moved to approve as presented the revision of Finance Policies 135A, 135B and plain language summary. Board member Karen Bedard seconded the motion and it passed unanimously, (5-0).

## VII. NEW BUSINESS

### A. Medical Staff – Bylaws updates (Dr. Sargent/Alison Green)

1. See documents: summary, current bylaws, and bylaws revisions.
2. Alison Green shared the revisions: removed secretary/treasurer position, and references throughout; removed joint review program and noted that it will be replaced with a peer review program; added gender neutral pronouns; added minor clarifications to the active status and associate status membership categories; added a reference to the pre-corrective action guideline.

After discussion, Board member Cheryl Young moved to approve as presented the revisions of the Medical Staff Bylaws, Rules, and Regulations. Board member Laura McCorkle seconded the motion and it passed unanimously, (5-0).

### B. Capital Requests (John Chivers)

1. Ratify: Surgery department Hana table purchase. On Nov 8, 2023, the board completed a phone poll and unanimously approved the capital request to purchase this equipment (attached). The urgency that required a phone poll is that this unit was available at a \$50K savings compared to similar units.

After discussion, Board member Karen Bedard moved to ratify the capital request to purchase the surgery Hana table previously approved by phone poll on Nov 8, 2023. Board member Leon Bridge seconded the motion and it passed unanimously, (5-0).

2. Approval request: Reedsport Medical Clinic Air Handler purchase (attached)

After discussion, Board member Karen Bedard approved the capital request as presented to purchase new air handlers for Reedsport Medical Clinic. Board member Cheryl Young seconded the motion and it passed unanimously, (5-0).

- C. Ratify UCFW 555 contract (Hand carry summary of settlement agreement)
1. Of note on the longevity bonus, 19 employees are affected and it's a one-time only payment.

After discussion, Board member Leon Bridge moved to approve as presented the UCFW 555 Summary of Settlement Agreement through June 30, 2027. Board member Cheryl Young seconded the motion and it passed unanimously, (5-0).

D. Disposal of Assets – 4 hospital beds (Hand carry)

After discussion, Board member Cheryl Young approved the disposal of assets request as presented to dispose of 4 obsolete hospital beds. Board member Karen Bedard seconded the motion and it passed unanimously, (5-0).

Board President Kreskey adjourned the regular board meeting and called the Executive Session to order at 9:26 am.

VIII. EXECUTIVE SESSION

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.


IX. RETURN TO REGULAR SESSION AND POSSIBLE ACTION BY THE BOARD

X. ADJOURNMENT

Board President Kreskey adjourned the Board meeting at 9:49 am.

APPROVED THIS 29<sup>th</sup> day of NOVEMBER 2023

  
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Ronald Kreskey, Chair

  
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Laura McCorkle, Secretary