



**Board of Commissioners
Business Meeting Minutes
Linkletter Hall
April 19, 2017**

The regular meeting of the Board of Commissioners was called to order by Board President Jim Leskinovitch in Linkletter Hall and was opened with the pledge of allegiance at 6:00 pm. Also in attendance were Commissioners John Beitzel, Jim Cammack, Jean Hordyk, John Miles, MD, John Nutter, and Tom Oblak; CEO Eric Lewis; CNO/COO; Lorraine Wall, RN, MSN; CMO/Safety Officer Scott Kennedy, MD; OMP CPO Joshua Jones, MD; CFO Darryl Wolfe; CHRO Richard Newman; Risk Manager Donna Davison; General Counsel Jennifer Burkhardt, GPHR; staff; public participants, and Executive Assistant Gay Lynn Iseri.

NEW PROVIDER INTRODUCTION – Joshua Jones, MD, OMP Chief Physician Officer

- Christopher Yujuico, PA-C, orthopaedic surgery
- Robert Henson, MD, cardiology
- Jonathan Roop, MD, hospitalist
- Marci Wildeman, FNP, Port Angeles WIC

NATIONAL RURAL HEALTH ASSOCIATION AWARD – Eric Lewis, Chief Executive Officer

It was announced that Olympic Medical Center has been awarded one of the top 20 rural community hospitals by the National Rural Health Association and iVantage Health Analytics based on performance indicators of strength, inpatient market share, outpatient market share, quality, outcomes, patient perspectives, costs, changes and financial stability. OMC was the only hospital named to the top 20 in Washington State. Lorraine Wall, RN, CNO/COO and Scott Kennedy, MD, CMO/Safety Officer will receive the award on behalf of OMC.

CONSENT AGENDA

- A. Minutes for March 15, 2017, March 31, 2017 and April 5, 2017;
- B. Bad Debt for March 2017 in the amount of \$252,767.78;
- C. Vouchers for March 2017 in the amount of \$8,290,139.46;
- D. Payroll for the period of February 26 through March 25, 2017 in the amount of \$4,517,944.32;
- E. Surplus Property.

MOTION: To approve the Consent Agenda as presented. **Motion carried unanimously.**

MEDICAL STAFF RECOMMENDATIONS – Harry Lyndes III, MD, Chief of Staff

The March 2017 Medical Staff Credentials Report was presented for approval as follows:

MEDICAL STAFF

Appointment to the AHP Staff

- | | |
|-------------------------------|-------------------------|
| 1. Byers, Candace, PA-C | Jamestown Family Health |
| 2. Walker-Leu, Stefanie, ARNP | OMP – Walk In Clinic |

Appointment to the Active Medical Staff:

- | | |
|-----------------------|---------------------------|
| 1. Katz, Jeremy J, MD | Sheridan – Anesthesiology |
| 2. Roop, Jonathan, MD | OMP - Hospitalist |

Reappointment to the Active Medical Staff:

- | | |
|----------------------|---|
| 3. Crim, Michael, MD | Family Medicine – Jamestown Family Health |
| 4. Deol, Gur Raj, MD | OMP Specialty Clinic – Pulmonology |
| 5. Locke, Thomas, MD | Family Medicine – Jamestown Family Health |

Reappointment to the Consulting Medical Staff:

- | | |
|----------------------|---------------------------------|
| 1. Hoyt, John W., MD | Northwest Pathology - Pathology |
|----------------------|---------------------------------|

Telemedicine Privileges:

- | | |
|------------------------|---------------------------------------|
| 1. Kushner, W. Tom, DO | Swedish Neurology – Effective 2/22/17 |
| 2. Lemley, William, MD | RADIA - Radiology |

Additional Privilege Request:

- | | |
|-----------------------|---|
| 1. Corson, Jill, ARNP | OMP Neurology |
| | a. Requesting Short Stay admission privileges |

Resignation/Contract Termination:

- | | |
|---------------------------|---------------------------|
| 1. Eschbach, Virginia, MD | RADIA – effective 2/17/17 |
|---------------------------|---------------------------|

MOTION: To approve the March 2017 Medical Staff Credentials Report, with the exception of Michael Crim, MD, who was granted temporary privileges, instead of reappointment to the medical staff. **Motion carried unanimously.**

Revisions to Medical Staff Policies

The Medical Staff Policies G10 Management of Patient Complaints and Grievances, G12 Performance Profile Data and Feedback, and G18 Liaison Physicians were presented with no changes for the mandatory two-year update.

MOTION: To approve the revisions to the Medical Staff Policies G10, G12, and G18 as presented. **Motion carried unanimously.**

**OLYMPIC MEDICAL PHYSICIANS UPDATE – Joshua Jones, MD, OMP Chief Physician Officer
*Hospitalist Employment Agreement***

The hospitalist employment agreement was presented for consideration for Meghan Morris, MD, who would begin work on May 23, 2017.

MOTION: To approve the standard Olympic Medical Physicians Employment Agreement for Hospitalist Services with Meghan Morris, MD, at the salary of ONE THOUSAND FIVE HUNDRED DOLLARS (\$1,500) per day shift as presented.
Motion carried unanimously.

FINANCIAL UPDATE – Darryl Wolfe, Chief Financial Officer

The first quarter 2017 financial results were presented as attached.

OLD BUSINESS

Respiratory Therapy Equipment – Scott Kennedy, MD, Chief Medical Officer/Safety Officer

The request for two new PFT Machines, software and maintenance were presented for consideration. The equipment is state of the art, and a step up in technology for OMC. The current equipment is at end of life, has had frequent repairs resulting in an interruption in service. One machine will be located at the hospital, and one in Sequim, and they will be connected to Epic in October. Negotiations yielded effective pricing, and the Board Audit, Budget and Compliance Committee has reviewed and recommended approval.

MOTION: To approve the purchase of two Pulmonary Function Test Systems from Med Graphics, including maintenance and service for 6 years, at the cost of ONE HUNDRED NINETY TWO THOUSAND EIGHT HUNDRED TWENTY SEVEN DOLLARS (\$192,827) plus tax as presented.

Discussion: Function of the PFT machines was discussed. New machines will increase accuracy, and provide standard of care. The closed system measures COPD levels, asthma, and volumes. ***Motion carried unanimously.***

Hospitalist Professional Services Agreement – Scott Kennedy, MD, CMO/Safety Officer

The professional services agreement for hospitalist services with Frank Rosenbloom, MD, was presented for approval. His locums agreement would be converted to a direct contract at a lower cost. He would pay his own benefits.

MOTION: To approve the Hospitalist Professional Services Agreement with Frank Rosenbloom, MD, at the salary of ONE THOUSAND NINE HUNDRED TWENTY DOLLARS (\$1,920) per day shift as presented. ***Motion carried unanimously.***

ADMINISTRATOR'S REPORT – Eric Lewis, Chief Executive Officer

OMC has been named a top 20 rural community hospital in 2017. iVantage did top 100, and OMC was narrowed down into the top 20. Lorraine Wall, RN, CNO/COO and Scott Kennedy, MD, CMO/Safety Officer will accept the award for OMC in May.

The Port Angeles Medical Office Building is 99.9% complete. The grand opening is scheduled for April 22 at 10:00 am with tours, booths and lectures available as part of the event.

OMC had a busy first quarter, with many complex patient needs in all units. The hospital roof project will begin, and a remodel of an office next to physical therapy will occur. The house donated by Jack and Evelyn McCarter has been remodeled and is now available for office space. The Sequim Cancer Center project is underway with design and space needs being evaluated. The Olympic Community of Health that covers Jefferson, Kitsap and Clallam Counties is fast paced. Thirty five Improvement projects were submitted, including one from OMC to add case management in clinics and work with YMCA to work on chronic disease and wellness activities. Grants are available over the next five years. The YMCA lease was signed, and is effective May 1. It will take 6 weeks to finish the space, so a late June occupation date is anticipated. At the State level no off campus hospital based cuts were approved. At the Federal level, the goal is to maintain coverage and improvements with bi-partisan support. The Estes Park Institute Conference Update was deferred to the May 3 board meeting

NEW BUSINESS

Medical Office Building Change Orders – Darryl Wolfe, Chief Financial Officer

Final change orders were presented for ratification, and final costs are still being negotiated. The main cost is the contamination site under the pediatric clinic. These represent the last changes to the Kirtley Cole project.

MOTION: To approve the final change orders for the Port Angeles Medical Office Building Project not to exceed Five Hundred Fifty One Thousand One Hundred Twenty One Dollars (\$551,121) as presented. ***Motion carried unanimously.***

Real Estate Purchase – Darryl Wolfe, Chief Financial Officer

Approval was sought to purchase the lot to the west of the gravel parking lot on Georgiana Street within OMC's hot zone. This acquisition will allow for more parking.

MOTION: To approve the purchase of the property located at 1023 Georgiana Street, Port Angeles, WA at the cost of ONE HUNDRED FIFTY THOUSAND DOLLARS (\$150,000) plus closing costs as presented. ***Motion carried unanimously.***

Surgical Services Consultant Agreement – Lorraine Wall, RN, Chief Nursing Officer/Chief Operating Officer

Many changes have occurred in the operating room with providers, staff, and increased volumes and complexity of procedures. Sullivan Healthcare has offered recommendations and experience specific to ORs. Three days of comprehensive assessment of surgical services will occur and findings were presented. This agreement will provide a consultant onsite for six months to work on improving scheduling, equipment, purchasing, billing processes and will report back to Admin monthly. An OR Governance will be established. Changes need to happen.

MOTION: To approve the consulting agreement with Sullivan Healthcare Consultants at the cost of TWO HUNDRED THIRTY THREE THOUSAND FOUR HUNDRED DOLLARS (\$233,400), plus travel and other expenses as presented. **Motion carried unanimously.**

North Olympic Healthcare Network (NOHN) Recruitment Agreement – Jennifer Burkhardt, General Counsel

The agreement to provide recruitment assistant for NOHN was presented to help the primary care shortage. Dr. Scavone would start in November 2017.

MOTION: To approve the physician recruitment agreement with North Olympic Healthcare Network and Summer Scavone, MD, family practice, to provide a signing bonus of TWENTY THREE THOUSAND DOLLARS (\$23,000), retention bonus of FIFTEEN THOUSAND DOLLARS (\$15,000) after three years, moving allowance of FOUR THOUSAND DOLLARS (\$4,000), and practice subsidy of TWENTY THOUSAND DOLLARS (\$20,000) as presented. **Motion carried unanimously.**

There being no further business the meeting was finally adjourned at 7:25 pm.

APPROVED AND ADOPTED this 17th day of May, 2017.

ATTEST:

Secretary
Commissioner
Commissioner

President
Commissioner
Commissioner
Commissioner