



**Board of Commissioners
Work Session Minutes
August 2, 2017**

The regular meeting of the Board of Commissioners of Olympic Medical Center was called to order at 12:30 pm by Board President Jim Leskinovitch in Linkletter Hall, and was opened with the pledge of allegiance. 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; 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, JD, GPHR; Communications and Public Relations Manager Bobby Beeman; staff; public participants and Executive Assistant Gay Lynn Iseri.

Employee Recognition – Jennifer Burkhardt, GPHR, Legal Counsel and Rich Newman, CHRO

The following employees were recognized for going above and beyond in their roles at Olympic Medical Center:

- Charisma Luke – HR Business Partner
- Tammy Danielson – HR Business Partner
- Jessica Madison – Contract Analyst / Paralegal
- Heather Delplain – Senior HR Partner
- Donna Pacheco – Marketing and Communications Coordinator

2Q2017 Financial Results – Darryl Wolfe, Chief Financial Officer

The second quarter 2017 financials were presented as attached.

Privacy Update – Donna Davison, Risk Manager

The Office of Civil Rights has recently been focusing on Business Associate Agreements. These agreements are in place when a business needs patient information to provide services to OMC and OMC protects that information. All agreements were audited for required elements with over 70 companies contacted with an 86% completion rate. The Office of Civil Rights can impose fines for incomplete BAA's and privacy breach incidents. The Breech Response Plan and policy outlines the process for risk assessments and reporting to outside agencies, with additional support from the cyber liability insurance carrier. OMC's carrier is AIG, one of the first to offer this kind of product.

Lifeline Monitoring Contract – Lorraine Wall, RN, Chief Nursing Officer/Chief Operating Officer

Approval was sought for the contract with Philips Lifeline to provide monitors for patients through Home Health for in home alerts. Currently, we have 575-600 residents using the service and the agreement is for a 5 year period.

MOTION: To approve the purchase of the five year Lifeline Monitoring Contract at the approximate cost of SEVENTY FIVE THOUSAND DOLLARS (\$75,000) per year depending on volume as presented. **Motion carried unanimously.**

Pharmacy Pharmogistics Hardware, Software and Implementation - Lorraine Wall, RN, Chief Nursing Officer/Chief Operating Officer

The purchase of a medication inventory management system was introduced. The system would manage medication and distribution through the Pharmacy Department to reduce errors, and allow technicians to work with process inventory to increase efficiency and work flow. The cost is \$97,747.69, and the budgeted amount was \$110,000.

Emergency Department Interim Management / Consultant Agreement – Lorraine Wall, RN, Chief Nursing Officer / Chief Operating Officer

Since the current director of emergency services has resigned, there have been no qualified candidates applying for the position. A consultant to provide interim management was recommended. This consultant has the appropriate credentials, extensive background, and over 30 years' experience in Emergency Department management and process improvement. This three month contract was reviewed and recommended by the Board Audit, Budget and Compliance Committee.

MOTION: To approve the three month professional services agreement with Denise Bayer, RN, for interim Emergency Department leadership support and consultation at the monthly cost of TWENTY THOUSAND DOLLARS (\$20,000), plus housing, airfare and car rental expenses at the estimated monthly cost of FIVE THOUSAND TO SIX THOUSAND DOLLARS (\$5,000-\$6,000) as presented. **Motion carried unanimously.**

Executive Session to discuss the performance of a public employee pursuant to RCW

42.30.110(1)(g) The meeting was moved to executive session at 1:15 pm for 15 minutes with no action to follow. At 1:30 pm, the executive session was extended for 15 minutes more.

At 1:45 pm, the executive session concluded, and the meeting was moved back to open session. There being no further business the meeting was finally adjourned at 1:45 pm.

APPROVED AND ADOPTED this 16th day of August, 2017.

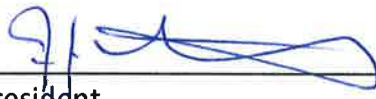
ATTEST:

Secretary 

Commissioner



Commissioner



President



Commissioner



Commissioner



Commissioner