



**Board of Commissioners  
Business Meeting Minutes  
December 19, 2018**

The meeting of the Board of Commissioners of Olympic Medical Center was called to order at 6:00 pm by Board President John Beitzel in Linkletter Hall, and was opened with the pledge of allegiance. Also in attendance were Commissioners Thom Hightower, Jean Hordyk, Jim Leskinovitch, John Miles, MD (via telephone), John Nutter, Tom Oblak; Chief Executive Officer Eric Lewis; Chief Nursing Officer/Hospital COO Lorraine Wall, RN; Chief Medical Officer/Safety Officer Scott Kennedy, MD; Chief Financial Officer Darryl Wolfe; Chief Human Resource Officer/General Counsel Jennifer Burkhardt and Risk and Compliance Officer Donna Davison; staff; public participants and Executive Assistant Gay Lynn Iseri.

**CONSENT AGENDA**

- A. Minutes for November 21, 2018 and December 5, 2018;
- B. Bad Debt for November 2018 in the amount of \$225,910.06;
- C. Vouchers for November 2018 in the amount of \$8,641,935.67;
- D. Payroll for the period of November 4 through December 1, 2018 in the amount of \$5,279,897.39;
- E. Surplus Property.

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

**MEDICAL STAFF REPORT – Alan Kowitz, MD, Chief of Staff**

Approval was requested for the following November 2018 Medical Staff Credentials Report:

***Appointment to the AHP Staff:***

- 1. Rusch, Nancy, CRNA Envision - Anesthesia

***Appointment to the Telemedicine Staff:***

- 1. Barclay, James, MD InSight – Psychiatry
- 2. DiRienzo, Nicole, MD InSight – Psychiatry
- 3. Euler, Dillon, MD InSight – Psychiatry
- 4. Fadlon, Iris, MD InSight – Psychiatry
- 5. Ikelheimer, Douglas, MD InSight – Psychiatry
- 6. Kawadry, Suraya, MD InSight – Psychiatry
- 7. Michalewicz, Leszek, MD InSight – Psychiatry
- 8. Niedzwiecki, Matthew, MD InSight – Psychiatry
- 9. Sharpe, Robert, MD InSight – Psychiatry
- 10. Norrell, Nelly, MD InSight – Psychiatry
- 11. Pinchuck, Curt, MD InSight – Psychiatry
- 12. Smith, Elton John, MD InSight – Psychiatry
- 13. Stridiron, Melissa, MD InSight – Psychiatry

**MOTION:** To approve the November 2018 Medical Staff Credentials Report as presented. **Motion carried unanimously.**

**2018 Year End Report**

Dr. Kowitz also noted events from the year including volunteering at the Captain Joseph House in April, Medical Staff Social in July, volunteering at the Quinn Redlin Kintner Park in September, and the fall Medical Staff Social in November. He also announced there were currently no unsigned medical charts which was a huge accomplishment.

**OMC FOUNDATION UPDATE – Bruce Skinner, OMC Foundation Executive Director**

Karen Rogers reported the Harvest of Hope Gala brought in \$45,000 in October which will be used to purchase new equipment at the cancer center and further nursing education at Peninsula College. The annual Red Set Go luncheon for women's heart health is scheduled for February 22 at Vern Burton Community Center. To date, over \$1.1 million has been raised for the cancer center. Mr. Skinner recognized and thanked two groups who have sponsored events and donated to the cancer center and patient navigator program, the Mad Hatter's Tea and Sunland Drive for the Cure.

**OLYMPIC MEDICAL PHYSICIANS (OMP) UPDATE – Joshua Jones, MD, OMP Chief Physician Officer  
*Gastroenterology Advance Practice Clinician Employment Agreement***

The standard OMP employment agreement for APC services in gastroenterology was presented for consideration for Fallon Clancy, PA-C. The agreement includes a sign on bonus of \$10,000, moving stipend of \$5,000, and it was noted she would be available to start March 1, 2019.

**MOTION:** To approve the OMP advance practice clinician employment agreement with Fallon Clancy, PA-C, for gastroenterology services at the annual salary of NINETY FIVE THOUSAND DOLLARS (\$95,000) as presented.

**Discussion:** Mid-levels are utilized as a first contact to get the patient to the correct level of care quickly and to save physician time. **Motion carried unanimously.**

***Primary Care Physician Employment Agreement***

The standard OMP physician employment agreement for primary services was presented for consideration for Harry S. Lyndes, MD.

**MOTION:** To approve the OMP physician employment agreement with Harry S. Lyndes, MD, for .75 FTE primary care services at the annual salary of ONE HUNDRED SIXTY TWO THOUSAND THIRTY FOUR DOLLARS (\$162,034) as presented. **Motion carried unanimously.**

**STAFF COMPETENCY REPORT – Lorraine Wall, Chief Nursing Officer/Hospital COO and Jennifer Burkhardt, Chief Human Resource Officer/General Counsel**

The annual competency report was presented with information that included the employee count by division, major staffing initiatives for 2018, priorities for 2019, and processes for ensuring competency and staffing plans. Required regulatory compliance through education continues through HealthStream to ensure a safe environment for patients, employees and visitors. OMC is at the benchmark of 98% for clinical staff and all staff. Consistent onboarding was discussed for required education. See attached presentation.

**OLD BUSINESS**

***The OMC Way – Eric Lewis, Chief Executive Officer***

The document was presented for approval that encompasses the strategic plan goals of building intentional culture and aligning employees with mission and values. It was developed and discussed with employees at length in person and via email education. One recent addition included adding accountability as part of OMC's intentional culture.

**MOTION:** To approve the 'The OMC Way' as presented.

**Discussion:** It was noted that staff were positive and excited, and the CEO was commended for discussing with staff and receiving input. OMC's culture hasn't been clearly defined for the past 20 years and this is a tremendous step forward. ***Motion carried unanimously.***

***2018 Board Goals – John Beitzel, Board President***

Board President Beitzel thanked commissioners for their commitment and work on 2018 goals. The four goals were completion of quarterly board safety rounding, continued oversight of quality and safety efforts, remaining a positive force for the success and survival of OMC, and supporting the use of Talent Central. He thanked CHRO Jennifer Burkhardt and her staff for the transition to Talent Central to assist with evaluations.

**MOTION:** To accept the evaluation and achievement of the 2018 Board Goals as presented. ***Motion carried unanimously.***

***4<sup>th</sup> Quarter Dungeness Valley Health and Wellness Clinic Update – John Beitzel, Board President***

A short update was presented and it was noted final numbers will be presented at the next meeting. There was a 9% increase in YDT client volume over 2017 for evening clinics.

***Orthopedic Equipment for Surgical Services – Lorraine Wall, Chief Nursing Officer/Hospital COO***

Due to a steady increase in small bone procedures for the hand, feet, and ankle additional equipment is needed to perform procedures in more than one operating room daily. Stryker offered a \$10,000 trade in allowance and loyalty discount. It includes a one year parts warranty and Aramark will provide the warranty following the first year.

**MOTION:** To approve the purchase of new orthopedic power equipment for Surgical Services from Stryker for TWO HUNDRED EIGHTY NINE THOUSAND SIX HUNDRED NINETY EIGHT DOLLARS (\$289,698) plus sales tax as presented.  
**Motion carried unanimously.**

**Generator Project for Port Angeles Medical Office Building – Darry Wolfe, Chief Financial Officer**

Approval was requested for the generator project at the Medical Office Building in Port Angeles. Wiring was included in the initial build so this will complete the project. The cost includes a pad for the generator, fuel tank, monitoring equipment, generator, enclosure, switches, and engineering.

**MOTION:** To approve the Medical Office Building generator project which will provide standby power to the building for the not to exceed amount of FIVE HUNDRED EIGHTY SIX THOUSAND DOLLARS (\$586,000) as presented.

**Discussion:** The recent power failure on December 14, was a good example of why this emergency generator is needed. It will be run by diesel fuel with a 72-hour capacity. **Motion carried unanimously.**

**ADMINISTRATOR'S REPORT – Eric Lewis, Chief Executive Officer**

The Operations and Advocacy Update was deferred until the January 2, 2019 meeting.

**EXECUTIVE SESSION**

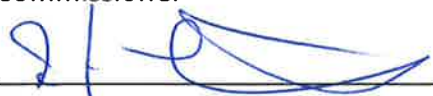
At 7:00 pm, the regular meeting concluded. The executive session was called at 7:05 pm to discuss current or potential litigation pursuant to RCW 42.30.110(1)(i) for no more than twenty minutes, with no action to follow. At 7:25 pm, the meeting moved back to open session.

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

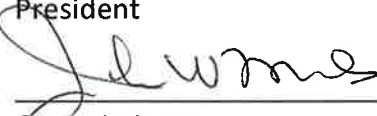
**APPROVED AND ADOPTED** this 16th day of January, 2019.

**ATTEST:**


  
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Secretary

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Commissioner  
  
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