



**Board of Commissioners  
Business Meeting Minutes  
Linkletter Hall  
May 18, 2016**

The regular meeting of the Board of Commissioners was called to order by Board President John Nutter 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, Jim Leskinovitch, John Miles, MD, Tom Oblak; CEO Eric Lewis, CMO Scott Kennedy, MD, CFO Darryl Wolfe, General Counsel Jennifer Burkhardt, Bill Kintner, MD, Marketing Manager Jeff Anderson; staff; public participants and Executive Assistant Gay Lynn Iseri.

**CONSENT AGENDA**

- A. Minutes for April 20, 2016 and May 4, 2016;
- B. Bad Debt for April 2016 in the amount of \$95,649.82;
- C. Vouchers for April 2016 in the amount of \$8,188,891.99;
- D. Payroll for the period of April 10, 2016 through May 7, 2016 in the amount of \$4,208,983.62.

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

**MEDICAL STAFF REPORT – Harry Lyndes, III, MD, Chief of Staff**

The April 2016 Medical Staff Credentials Report was presented for approval:

***Reappointment to the AHP Staff:***

- 1. Speed, Charles, PA-C OMP – Primary Care Clinic

***Reappointment to the Active Medical Staff:***

- 1. Cunningham, Paul, MD Family Medicine
- 2. Epler, Michael, MD Family Medicine – OMP Primary Care Clinic
- 3. Larson, Loren, MD Orthopedic Surgery – OMP Orthopedic Clinic
- 4. Lyndes, Harry, MD Internal Medicine

***Telemedicine Privileges:***

- 1. Prow, Harold, MD RADIA – Radiology (initial appt)
- 2. Sperling, Steven, MD RADIA – Radiology (initial appt)

**Resignation/Contract Terminations:**

1. Boy, Tristan, PA-C                      Jamestown Family Medicine – Effective April 13, 2016
2. Castagno, Arthur, MD                      RADIA – Effective March 31, 2016
3. Ma, Kelvin K, MD                      Neurology – Effective April 10, 2016
4. Manchanda, Vivek, MD                      RADIA – Effective March 11, 2016

**MOTION:**        To approve the April 2016 Medical Staff Credentials Report as presented. **Motion carried unanimously.**

**Surgical Services Committee Charter Revisions**

Revisions to the Surgical Services Charter included the addition of the Safety Program Director to the committee, and as needed, the Patient Experience Manager.

**MOTION:**        To approve the revisions to the Surgical Services Committee Charter as presented. **Motion carried unanimously.**

**OLYMPIC MEDICAL PHYSICIANS UPDATE**

**Physician Employment Agreement – Bill Kintner, MD, OMP Primary Care Medical Director**

Approval was requested for the employment agreement with pulmonologist Kevin Chong, MD, who is currently completing his fellowship program and would be ready to join OMP in July 2017.

**MOTION:**        To approve the standard OMP Physician Employment Agreement with Kevin Chong, MD, pulmonologist at the annual base salary of THREE HUNDRED SEVENTEEN THOUSAND FIVE HUNDRED FORTY SEVEN DOLLARS (\$317,547) as presented. **Motion carried unanimously.**

**OLD BUSINESS**

**Colonoscopes Capital Request – Scott Kennedy, MD, chief medical officer**

The Endoscope capital budget in 2016 was \$345,406 and this proposed purchase is for 4 gastroscopes and 4 colonoscopes. The proposed purchase will cost \$241,560 plus sales tax, which is \$83,555 below the budgeted amount. This new equipment is recommended by our GI physicians and general surgeons who will use the equipment. Our current equipment needs to be replaced due to age. The Board Budget Committee is recommending approval.

**MOTION:**        To approve the purchase of FOUR (4) gastroscopes and FOUR (4) colonoscopes from Olympus America, Inc. for TWO HUNDRED FORTY ONE THOUSAND FIVE HUNDRED SIXTY DOLLARS (\$241,560), plus sales tax, as presented. **Motion carried unanimously.**

***Fluid Management Agreement – Scott Kennedy, MD, chief medical officer***

A new fluid management system in the operating room would safely dispose waste following a surgical procedure, and is an upgrade to the current equipment. Processes will change with shipping and handling. Price savings was over stated at a previous meeting.

***MOTION:*** To approve the purchase of fluid management system equipment including SEVEN (7) Dornoch Duo Carts, TWO (2) Dornoch Evac Stations, and SEVEN (7) IV Poles from Zimmer Biomet at the cost of SEVENTY NINE THOUSAND FIVE HUNDRED SEVENTY FOUR DOLLARS (\$79,574) plus tax, as presented. ***Motion carried unanimously.***

***Anesthesia Services Agreement Amendment – Scott Kennedy, MD, chief medical officer***

Sheridan Healthcare of Washington has successfully provided anesthesia services for the past year. Sheridan needs to hire a third CRNA to fully cover the endoscopy suites. The new subsidy will be lower than the current subsidy of \$56,000 at about \$32,309 per month.

***MOTION:*** To authorize the CEO to sign an amendment to the April 2015 anesthesia services agreement with Sheridan Healthcare of Washington, PC, for an additional CRNA to cover weekday services in the endoscopy suites, as presented. ***Motion carried unanimously.***

***Medical Office Building Construction Update – Darryl Wolfe, chief financial officer***

The series of change orders for the medical office building project were summarized. More contaminated soil was discovered, there is a need for an improved roof and wall water barrier systems. Steel and walls are up, and the concrete for rooms and stairways would be poured soon. Contaminated soil was unearthed next to the Peds clinic resulting in another change order at \$204,585. New Port Angeles Campus signage was budgeted for 2016, and a request to purchase will be brought to the next meeting for the estimated cost of \$324,500.

***Organization Chart – Eric Lewis, chief executive officer***

As introduced at the last meeting, the updated organization chart was presented for approval. The main change was the creation of a chief operations officer position, and rearrange departmental responsibilities to spread the work for leadership more evenly. The addition of a chief operations officer will enable the chief executive and chief medical officer to focus on the strategic plan and projects. Darryl Wolfe was promoted the CFO position and a chief physician officer is still being recruited.

***MOTION:*** To approve the revised organization chart as presented. ***Motion carried unanimously.***

**ADMINISTRATOR'S REPORT – Eric Lewis, chief executive officer  
2016 – 2018 Strategic Plan Update**

The recent AHA Annual meeting in Washington, DC was attended by Jennifer Burkhardt, general counsel, and Scott Kennedy, MD, chief medical officer. In September, the team attending the WSHA Rural Advocacy Days is John Nutter, board president, Eric Lewis, chief executive, and Bobby Beeman, communications and public affairs manager. The Legacy Residency issue needed to revise Medicare regulations is being addressed under HB 4732. Policy activity remains busy in DC as it's an election year.

The new 64-slice wide bore CT is operational, and having two CTs in the hospital has been beneficial. The machine is water-cooled enabling the room to be heated for patient comfort. The YMCA will re-open the SARC facility in Sequim in the fall and class rooms will be available for education. Rehabilitation services, physical therapy, and diabetes education will be offered to help deal with chronic diseases. The newly formed Sequim Campus Expansion Task Force includes Commissioners Oblak and Beitzel. The process to select an architect for the project resulted in the recommendation to work with Coates Design Architects to come up with a master plan while focusing on the cancer center which needs more space.

**NEW BUSINESS**

**Resolution 496 – Appointing an Auditor and a Treasurer for the District**

The resolution switched the roles of the treasurer and auditor due to a personnel change. The controller will remain the director of finance.

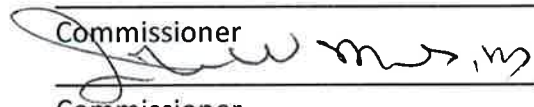
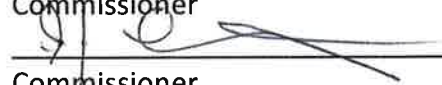
**MOTION:** To approve Resolution 496 appointing the auditor and treasurer for the district as presented. **Motion carried unanimously.**

There being no further business, the meeting finally adjourned at 6:45 pm.

**APPROVED AND ADOPTED** this 15th day of June, 2016.

**ATTEST:**

  
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Commissioner

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