



**Board of Commissioners
Business Meeting Minutes
Linkletter Hall
November 16, 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, and Tom Oblak; CEO Eric Lewis; CMO Scott Kennedy, MD; CNO Lorraine Wall, RN MSN; CFO Darryl Wolfe; OMP CPO Joshua Jones, MD; CHRO Rich Newman; General Counsel Jennifer Burkhardt, GPHR; Risk Manager Donna Davison; Marketing Manager Jeff Anderson; staff; public participants and Executive Assistant Gay Lynn Iseri.

CONSENT AGENDA

- A. Minutes for October 19, October 21, October 28, and November 2, 2016;
- B. Bad Debt for October 2016 in the amount of \$221,359.95;
- C. Vouchers for October 2016 in the amount of \$8,578,152.12;
- D. Payroll for the period of October 9 through November 5, 2016 in the amount of \$4,371,506.57;
- E. Surplus Property.

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

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

Approval was requested for the following October 2016 Medical Staff Credentials Report:

Appointment to the AHP Staff:

- 1. Weiler, Tracy, PA-C Emergency Medicine

Appointment to the Active Medical Staff:

- 1. Lewis, Sarah, MD OMP/PBH – Psychiatry
- 2. Unthank, Allison Berry, MD Family Medicine - Jamestown Family Health

Reappointment to the Active Medical Staff:

- 1. Chung, Jimmy, MD OMP – Surgery clinic
- 2. Whitley, Danielle, MD Emergency Medicine

Telemedicine Privileges:

- | | |
|--------------------------|-----------------------------|
| 1. Bernstein, Keith, MD | RADIA – Initial appointment |
| 2. Brinkman, William, MD | RADIA – Initial appointment |
| 3. Cheng, Stephanie, MD | RADIA – Initial appointment |
| 4. Rose, Lawrence, MD | RADIA – Initial appointment |

Change in privileges/status:

- | | |
|------------------------------|--|
| 1. Harrington, Madeleine, MD | Pediatrics – change to Patient Visitation Only / Consulting Status |
|------------------------------|--|

Resignation/Contract Terminations:

- | | |
|------------------------|--|
| 1. Divinsky, Ianir, MD | Hospitalist – Effective 7/2/16 |
| 2. Loder, Rayne, PA-C | Emergency Medicine - Effective 9/23/16 |
| 3. Marks, William, MD | RADIA – Effective 6/30/16 |
| 4. Williams, Bruce, MD | Endocrinology – Effective 9/16/16 |
| 5. Zaverhua, Paul, MD | General Surgery – Effective 10/11/16 |

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

Medical Staff Policy Revisions

Approval of the revisions to policies G13 – Peer Review (procedure amendments and time frames), G16 – Medical Staff Health (two-year review, no changes), and G20 – Dues, Assessments, and Reimbursements (increasing the fees) was then requested.

MOTION: To approve the revisions to the Medical Staff Policies G13, G16, and G20 as presented. **Motion carried unanimously.**

Medical Staff Bylaws Revisions

Approval was requested for the revisions to Bylaws Section 2.4.2 Conditions and Duration of Appointment of the Medical Staff Bylaws, changing the duration of appointments and privileges from two years not to exceed three years.

MOTION: To approve the revision to the Medical Staff Bylaws section 2.4.2 as presented. **Motion carried unanimously.**

CANCER CENTER CAPITAL CAMPAIGN – Bruce Skinner, OMC Executive Director and Karen Rogers, OMC Foundation Harvest of Hope Chair

Mr. Skinner recognized Bill and Esther Littlejohn for their generous donation of \$100,000 for the Cancer Center expansion project. Ms. Rogers announced another successful Harvest of Hope Gala in which, despite the epic storm warning, record donations were received.

PUBLIC COMMENT

None.

OLD BUSINESS

2017-2019 Strategic Plan – Eric Lewis, Chief Executive Officer

After months of preparation, review and recommendation, formal approval was requested for the 2017-2019 Strategic Plan.

MOTION: To approve the 2017-2019 Strategic Plan as presented. ***Motion carried unanimously.***

Resolution 498 – Increasing the Tax Levy by 0.953% - Darryl Wolfe, Chief Financial Officer

Approval was requested for the resolution authorizing the increase the District's tax levy for 2017 by \$39,698.

MOTION: To approve Resolution 498 Increasing the District's Tax Levy by 0.953% as presented. ***Motion carried unanimously.***

Resolution 499 – Adopting the 2017 Budget – Darryl Wolfe, Chief Financial Officer

Approval was requested for the resolution to adopt the 2017 operating and capital budget.

MOTION: To approve Resolution 499, adopting the 2017 Budget as presented. ***Motion carried unanimously.***

Routine Contracts Included In 2017 Operating Budget – Darryl Wolfe, Chief Financial Officer

Approval was requested for routine contracts for 2017 (attached).

MOTION: To approve the routine contracts included in the 2017 operating budget as presented. ***Motion carried unanimously.***

Epic Build for Peninsula Children's Clinic – Darryl Wolfe, Chief Financial Officer

Approval was requested for the Epic facility build for the Peninsula Children's Clinic located at 8th and Cherry Street in Port Angeles, the Medical Office Building in Port Angeles, and Sequim Medical Services Building. This was included in the 2016 budget.

MOTION: To approve the Providence Epic build for pediatrics at the cost of FIFTY SEVEN THOUSAND SEVEN HUNDRED FORTY ONE DOLLARS AND FIFTY FIVE CENTS (\$57,741.55) plus tax, and an annual maintenance fee of THIRTY SIX THOUSAND FOUR HUNDRED EIGHTY DOLLARS (\$36,480) as presented. ***Motion carried unanimously.***

Hospital Sewer Lift Station Project – Darryl Wolfe, Chief Financial Officer

The demolition of the existing infrastructure and replacement of the pump sewer station in front of the hospital to meet the 30 foot requirement for the City's sewer system was presented for approval. It was noted the small works roster would be used, and this was budgeted for 2016.

MOTION: To authorize the use of the small works roster for the hospital sewer lift station project not to exceed SIXTY EIGHT THOUSAND TWO HUNDRED SIXTY DOLLARS AND NINE CENTS (\$68,260.09) as presented. ***Motion carried unanimously.***

Clinic Space Remodel for 1112 Caroline Street, Port Angeles - Darryl Wolfe, Chief Financial Officer

Approval was requested for the remodel project of the space formerly occupied by Strait Orthopedics. The space would be remodeled into a hospital based clinic facility.

MOTION: To authorize the use of the small works roster for the clinic space remodel located at 1112 Caroline Street, Port Angeles, not to exceed ONE HUNDRED NINETY THOUSAND DOLLARS (\$190,000) as presented.

Discussion: The project was included in 2017 capital budget and will assist with recruitment needs. This includes extra space for physical therapy as noted by Commissioner Hordyk who toured the space.
Motion carried unanimously.

ADMINISTRATOR'S REPORT

Operations and Advocacy Update – Eric Lewis, Chief Financial Officer

Olympic Medical Home Health was again recognized by Home Care Elite. This was the 12th straight year for this recognition out of 9,500 agencies nationwide. Only 110 have been on the list for 12 consecutive years, and ratings were based on public information available on quality, safety, and satisfaction. Home Health includes over 60 employees now.

Timing for moving into the Medical Office Building and progress photos were presented. See attached. The construction team continues to work double shifts, 6 days a week to finish in time. It was noted 200 more parking spots will be available. The building will include 5 neighborhoods, and 13 exam rooms with one central check in area. Two kiosks will be purchased for self-check in, with Security and Patient Navigators there to assist patients.

Physician Employment Agreement – Scott Kennedy, MD, Chief Medical Officer

Approval was requested for the employment agreement for Lindsay Jensen, MD, who would join Patrick Jewell, MD, at the Olympic Medical Cancer Center. She has roots in Port Angeles, and it was her goal to return and serve the community in radiation oncology. She would be available to join OMC next summer as a .8 FTE. She will receive a residency stipend of \$24,000 in lieu of a signing bonus. The agreement also included a \$10,000 moving allowance, first year housing stipend up to \$12,000, with a 2-year obligation.

MOTION: To approve the standard OMP Physician Employment Agreement with Lindsay Jensen, MD, for radiation oncology services, at the annual salary of THREE HUNDRED FORTY THOUSAND DOLLARS (\$340,000) as presented.
Motion carried unanimously.

EXECUTIVE SESSION

At 6:38 pm, the public portion of the meeting concluded. The executive session was reconvened to discuss personnel matters by authority of RCW 42.30.110(f) for no more than ten minutes with no action to follow. The meeting was moved to open session and finally adjourned at 6:56 pm.

There being no further business, the meeting was adjourned at 6:56 pm.

APPROVED AND ADOPTED this 21st day of December, 2016.

ATTEST:

Secretary

Commissioner

JE Bestel

Commissioner

[Signature]

President

[Signature]

Commissioner

[Signature]

Commissioner

[Signature]

Commissioner