

Southern Coos Health District
Board of Directors Meeting
September 16, 2010 – 7:30 p.m.

Minutes

- I. **Call to Order** - The regular monthly meeting of the Board of Directors for Southern Coos Health District was called to order at 7:30 p.m. by Chairman, Bob Hundhausen.

Members Present: Bob Hundhausen, David Allen, Marilyn Noorda, Brian Vick, and Vicki Gernandt.

Others Present: Jim Wathen; Alan Dow; Lonnie Scarborough; Megan Holland, M.D.; David Koch, Legal Counsel; Jim Coffey, Legal Counsel; Amy Moss-Strong, Western World; Jim and Donna Reilly; Myra Lawson; Darwin Noorda; Mary Kemp; Monica Reisner; Scott Briggs; Carri Wathen; Barbara Dodrill; Gail McClave, M.D.; Dennis Jurgenson; Melody Gillard-Juarez; Jay Straley; Steve Riddick, M.D. and others.

- II. **Public Input** – Dr. Riddick introduced himself and said he was there to represent the TeamSTEPPS members, an initiative approved by the Board to basically make us better and to help us enhance performance and patient safety. He then invited the Board to attend TeamSTEPPS. Dr. McClave said she had been involved in TeamSTEPPS. We would like to see all the medical community being involved. It is about team building. It takes all of us putting our heads together to get the best results for our patients. She is looking forward to Dr. Holland's office, North Bend Medical Center, and Bandon Community Health Center being involved. She suggested integrating her staff in with the others. It was very powerful to integrate across all lines. Myra Lawson thanked the Board members for having the courage to do what they are doing for this community. It is very bad that people would criticize any of the work you are doing. You do a wonderful job and you need to know how well we appreciate you. I also really appreciated the letter that Dr. McClave put in the paper.
- III. **Consent Agenda** – Mr. Hundhausen asked for a motion to approve the Consent Agenda. Mr. Allen **Moved** to accept the Consent Agenda. Mr. Vick **Seconded** the motion. Motion to accept passed unanimously.
- IV. **Staff Reports - CEO Report** – Mr. Wathen referred members to his narrative in the Board packet. We are participating in the Elder Resource Fair, sponsored by people like us - other hospitals, senior organizations, public health department - to provide resources and information to the elderly and anyone who wants good health information. The Fair will be in Pony Village Mall on October 9 from 10am – 2pm. We had our most recent Passport to Chronic Wellness. Numbers were down a bit. It was about cholesterol. The primary speakers were our Lab Manager, Jay Straley,

and Stephani Polizzi, from the Oregon State Extension Program. Mr. Wathen then said we have to be careful in terms of what we see in the paper. He has asked our CFO to prepare a document that will explain to you the unfortunate inaccuracies so you can have the proper information. It will be available prior to the next Board meeting. It is important to understand the real facts about what has gone on in the District in the past with respect to our Home Health operation, our Nursing Home operation, price increases and where we stand with respect to our pricing compared to other hospitals in the State of Oregon. Ms. Gernandt said she would like to have a meeting with Mr. Wathen. Mr. Hundhausen said most of the letters to the editor were quite favorable in regard to the service, safety, and satisfaction of the people involved with the hospital. Mr. Hundhausen asked Mr. Wathen about the visit of the Oregon Rural Health agency indicating they will be in our community conducting a health-needs assessment and if he was encouraging the Board or the staff to participate in this assessment or exactly how that was being done. Mr. Wathen said he would let Melody Gillard-Juarez address that. She has been integral to arranging their visit for a number of different purposes and to do a good and thorough community-needs assessment which we have not had for a number of years. Ms. Gillard-Juarez said the Foundation has taken the lead on this survey. What it is meant to do is give us good, broad-based input from the citizens of the community about the health services here, what they leave town for, what might be needed more in our community. She sent out 100 invitations, there were no Board members, no staff members, no physicians, they were people from the community. There are 48 slots to fill and we have about 22 right now. There are people calling me back and saying 'yes' I want to do it. It will go to every other name until I fill up the slots. The information we receive will help us with strategic planning and in writing grants.

CFO Report – For the month of August we had a net loss of about \$33,000. Revenue has been running below budget. Last month we had exceptionally high Medicare write-offs, this month we have exceptionally high Bad Debt write-offs. Bad Debts were about \$190,000 and we are budgeted for \$150,000. Our combined Bad Debt and Charity was about \$230,000 compared of a budget of \$180,000. Operating expenses were about 2% higher, and about 5% lower than budget. He said in collections and receivables we continue to see improvement with our receivables hitting a new low of 65. He thanked Patient Financial Services and the Medical Record Staff for such a good job. Mr. Hundhausen asked how we define private pay? Mr. Dow explained that we classify our receivables by our major payer types. Medicare is the largest, then you have Medicaid, then commercial insurance (includes VA, Workers Comp). Private pay is truly people without insurance or it is after the insurance pays and there is a co-payer balance, then we reclassify them from commercial to private pay.

CNO Report – Ms. Scarborough referred Board to her report. We have had 81 people complete the TeamSTEPPS classes. We have 2 openings on September 21, if anyone is interested. The class starts at 8:30am and goes until 3pm. She said that Dr. Suarez had attended one of our meetings. We will be doing the drive thru Flu Vaccine again this year. We do not have a date yet, because it depends on the arrival of the vaccine. It will be the first or second week in November. The vaccine will be combined, having both the seasonal flu and the H1N1 in one shot. The Auxiliary again this year, wonderful as they are, have agreed to help us with the

cost. Mr. Hundhausen asked about the dates for TeamSTEPPS. This Tuesday, September 21, October 1, and October 26.

Medical Staff Report – Dr. Holland thanked Dr. McClave and Dr. Riddick for their invitation to TeamSTEPPS. She and her staff will definitely be attending. Most of the Medical Staff business has been working on how to improve our documentation so the hospital will get paid for all the services that have been provided and welcoming and figuring out how to orient new providers that are coming on Board. We are all very excited about Dr. Michael McQueen joining us as ED physician and Hospitalist.

V. Old Business – Street/Alley Vacation Request – Mr. Allen excused himself from discussion and voting because of conflict of interest. Mr. Vick asked if it had been requested to move this to the October meeting. Mr. Wathen said this being on the agenda is just information for Board members. There is an opportunity to walk the property, the city is going to have some kind of pre-hearing, but they are not prepared to seek a decision on the part of the Board in regard to support or non-support of vacation and asked that it not be considered. They will communicate with us prior to the October meeting if they wish it to be considered at the meeting by the Board.

VI. New Business – Property Sale – Mr. Wathen reminded the Board that we had purchased two pieces of property on the west border of the District property bordering June. Both properties have modular buildings which are not of any use to the District, and rather than tear them down, it is a likely we could sell the two buildings for a modest sum. If they sell it allows the buildings to be moved off the property and not be done at our cost. His recommendation is to make an effort to sell the buildings. To do this we will have to place a public notice in the newspaper and get packets of information to help people move through the process. In your packet is a proposed notice of sale of Surplus Property and we seek the approval of the Board to move ahead with that so it can be published and we can move through with that process. Mr. Allen **Moved** to approve the request to sell the Surplus Property. Mr. Vick **Seconded** the motion. Mr. Hundhausen asked about having a place for bidder's initials indicating they understand the process. Mr. Wathen agreed because it is a clear indication of their acknowledgement of the terms and conditions of the sale. Motion passed unanimously.

Mr. Hundhausen then reminded the Board that we need to elect a new liaison to the Foundation Board. Mr. Wathen said when the Foundation was established, one of the requirements was that a Board member would be appointed to sit on the Foundation Board of Directors. Ms. Gernandt explained that she had been on the Board for 3 years and thought it would be good for someone else to fill that spot. Discussion followed as to what the Foundation Board member is required to do. Mr. Allen suggested that we put it on the agenda for October. The meetings are held on the first Friday of each month. It was decided by Mr. Hundhausen to put this item on next month's agenda. Mr. Wathen asked if Mr. Hundhausen would like to go into Open Discussion before the Executive Session. Mr. Hundhausen agreed.

Open Discussion

Mr. Allen – No discussion
Ms. Noorda – No discussion
Ms. Gernandt – No Discussion
Mr. Vick – No Discussion
Mr. Hundhausen – No Discussion

Mr. Hundhausen recessed the Board meeting at approximately 8:18 p.m. to go into Executive Session under ORS 192.660 (2)(b) & (i).

Before going into the Executive Session, Dr. McClave asked to everyone to welcome to our community, a medical student from OHSU, a 3rd-year student doing a rural rotation. He is the third student we have had this year and we will be having another one in the spring. She asked everyone to welcome Chris Dome to our community. She thanked the hospital for making him feel welcome and she hopes the community will to. A round of applause followed. The Board then went into Executive Session.

The Board Meeting reconvened at approximately 10:10 p.m.

Mr. Allen said, based on advice of Counsel, he would **Move** to extend Mr. Wathen's current contract for an additional 12-month period, ending June 30, 2012. Mr. Vick **Seconded** the motion. Motion passed by unanimous vote.

VII. Adjournment

Meeting adjourned at 10:12 p.m. The next regular meeting of the Southern Coos Health District Board will be Thursday, **October 21, 2010**, at 7:30 p.m. in the Conference Room.

Bob Hundhausen, Chairman

Vicki Gernandt, Secretary