
BOARD OF COMMISSIONERS MEETING MINUTES

Thursday, March 25, 2010
Whitehead Center Conference Room

I. CALL TO ORDER

Commissioner Kenny called the meeting to order at 7:00pm; Commissioner Straub led the Pledge of Allegiance.

Commissioners:

Stephen Kenny, Patricia O'Brien, Timothy Straub, Charles Potter, Andy Gilbertson and Brenda Robinson.

Hospital Staff:

Julie Petersen, Timothy Cooper, Dawn Koch, and Aurora Weddle

Public

Dan Harter

II. MINUTES

Motion was made by Commissioner O'Brien and seconded by Commissioner Robinson to excuse Commissioner Walton-Luglan from the Board of Commissioner's meeting. Motion passed unanimously

Motion was made by Commissioner Potter and seconded by Commissioner O'Brien to approve minutes of the February 25, 2010 Board of Commissioner's Meeting as presented. Motion passed unanimously.

III. REPORTS

A. MEDICAL STAFF – JULIE PETERSEN

Julie Petersen presented one application for reappointment for Dr. Lon Miller, this application has been approved by the Medical Staff Committee.

Motion was made by Commissioner O'Brien and seconded by Commissioner Straub to approve Dr. Lon Miller's application for reappointment. Motion passed unanimously.

B. FINANCE

Bad Debt / Charity Care / Vouchers / Personal Expense Claims

Motion was made by Commissioner Robinson and seconded by Commissioner Straub to approve 129 bad debt accounts totaling \$93,795, and 107 charity care accounts totaling \$71,748. Motion passed unanimously.

Voucher Lists

Motion was made by Commissioner Robinson and seconded by Commissioner O'Brien to approve payroll vouchers 40650 through 40789 and A/P vouchers 75199 through 75702, sum of the two types totaling \$1,941,150.05. Motion passed unanimously

Personal Expense Claims

Motion was made by Commissioner Robinson and seconded by Commissioner Straub to pay three pre-approved, budgeted travel personal expense claims in the amount of \$509. Motion passed unanimously.

Resolution 883, Surplus Property

Motion was made by Commissioner Straub and seconded by Commissioner Robinson to approve Resolution 883 for Surplus Property as presented. Motion passed unanimously.

B. DIRECTOR'S REPORT

Julie Petersen distributed the new referral cards and appointment cards for Mt. Adam's Surgical Associates, they will be distributed to all the area clinics by the end of April.

The floor has been very busy, we have seven patients in swing beds and babies being born pretty steady, it has been very active and has kept the staff hopping.

Commissioner O'Brien asked how the CPSI training was going. Dan Harter reported on the CPSI site visit and how it went. Commissioner O'Brien asked about individual employee training for new employees, Mr. Harter explained the training processes for new staff.

Commissioner O'Brien asked about the ED/Patient Registration and OB remodels, Julie Petersen answered her questions. We have been given full occupancy in the ED and Patient Registration, a punch list has been created and should be completed very soon. OB is running behind a couple of weeks pushing the completion date out to mid May. Commissioner Robinson stated that there were some bubbles in the grout which has left holes in between the tiles.

Julie Petersen explained construction on the coffee cart and what some of the hold ups have been.

C. CLINIC REPORT – COMMISSIONER ROBINSON

Benton City Clinic:

- Ben Murray is becoming an active member of the Benton City Community; he is a member of the Lions Club and is looking into joining the Auxiliary and Lourdes which will have him involved in the library.
- Clinic employees are cross training so absences aren't as visible.
- Mr. Murray hopes to hire an interpreter to cut back on the use of the interpreting phone line.
- The extended hours are going very well, looking to add a couple more nights a week and cut out the Saturday times which are not going as well.
- The clinic has hired two Nurse Practitioners, Jeff Grawe and Aaron Johnson who specializes in Bioidentical hormone treatments; hope to eventually add this to procedures offered.

Mt. Adams Surgical Associates:

- Kim Shultz is focusing on different areas of efficiency; He is generating a weekly flash report to track specific items.
- Aaron Johnson will be credentialed at MASA as well as Benton City Clinic so he can fill in for Dr. Chaugle when she travels.
- Amanda Muenks has taken over as supervisor of the front end staff at MASA.

IV. OLD BUSINESS

A. PACS DEMO – AURORA WEDDLE

PACS stands for Picture Archive Communication System, Aurora Weddle demonstrated the process and how the system works. Commissioner Potter asked about being able to share the files with other clinics or hospitals. Dan Harter explained who has access and how each facility will connect to receive the information they require.

V. NEW BUSINESS

A. COLORS IN THE LOBBY – COMMISSIONER ROBINSON

Commissioner Robinson commented on the colors in the new edition. She reported overhearing several visitors comment that it was dreary and dismal. One visitor commented that it looked like a morgue. An employee has asked her to do something about the colors.

Julie Petersen reported in contrast, that Administration is hearing very positive things about the addition. The color pallet selected in 2000 by the Board will be brought before the Board for approval before any further construction projects are undertaken.

B. PROFESSIONAL RELATIONS & EMPLOYED PHYSICIANS – COMMISSIONER POTTER AND JULIE PETERSEN

The Professional Relations Committee as a result of the updated bylaws is committed to become active again. Commissioner Potter has met with Julie Petersen on some of the items this committee could do going forward. Julie Petersen explained that PMH has 16 employed physicians; five years ago there were only two. These employees have never had the opportunity to be a part of hospital operations or given a voice on how to make the hospital successful. Physician's contracts are reviewed annually but they are not part of the evaluation process other employees go through. Ms. Petersen would like use the Professional Relation Committee to bring the employed physicians together and open discussions as to how each one operates and how this can affect the hospital, it is the vision that they eventually work together collectively. This would be a Board Managed Committee, Commissioner Potter suggested the Board Members involved meet with Julie before the first meeting to create a game plan and report back to the Board with their ideas.

C. KGH AND KADLEC CERTIFICATE OF NEED – JULIE PETERSEN

We have received a letters from both Kadlec and KGH seeking support from PMH to increase beds in their facilities. Ms. Petersen explained the verbiage in each letter and how they requested support. Julie has a call into Lourdes to inquire as to what direction they plan to go. KGH has included in their submission to the State that they are in a close alliance with Miramar and La Clinica. The Board suggested writing our letter of support to each facility not including numbers of beds to support.

VI. EXECUTIVE SESSION

The Board adjourned to executive session at 9:00 p.m. to discuss personnel issues RCW 42.30.110(1)(f), it is estimated to last 30 minutes.

The Board returned to regular session at 9:32 p.m. After reconvening to regular session, the Board took no action:

VII. ADJOURNMENT

The meeting was adjourned at 9:35 p.m.

VIII. FUTURE MEETING DATES

May 27, 2010
June 24, 2010

Steve Kenny, Commissioner
President of the Board

Timothy Straub, Commissioner
Secretary of the Board