
BOARD OF COMMISSIONERS MEETING MINUTES

Thursday, June 24, 2010

Whitehead Center Conference Room

I. CALL TO ORDER

Commissioner Straub called the meeting to order at 7:00 p.m. with the Pledge of Allegiance led by Commissioner Gilbertson.

Commissioners:

Stephen Kenny, Patricia O'Brien, Andy Gilbertson, Timothy Straub, Charles Potter, Dorothy Walton-Luglan and Brenda Robinson

Hospital Staff:

Julie Petersen, Tim Cooper, Dawn Koch, Fred Lamb, Leann Anderson, Ben Murray & CJ Hanson

Public

No public was present

II. MINUTES

Motion was made by Commissioner Potter and seconded by Commissioner Robinson to approve minutes of the May 27, 2010 Board Meeting as presented. Motion passed unanimously.

III. REPORTS

A. MEDICAL STAFF – DR. JARED CLIFFORD

Dr. Clifford brought the application of Cheryl Snyder, DO for reappointment to the Medical Staff to the Board for approval. Dr. Snyder's application has already been approved by the Medical Staff Committee.

Motion was made by Commissioner O'Brien and seconded by Commissioner Gilbertson to approve the application of Cheryl Snyder, DO for reappointment to the medical staff. Motion passed unanimously.

B. FINANCE

Bad Debt / Charity Care / Vouchers / Personal Expense Claims

Motion was made by Commissioner Potter and seconded by Commissioner Robinson to approve 656 bad debt accounts totaling \$497,541, which include accounts from the first week in June, and 35 charity care accounts totaling \$29,487. Motion passed unanimously.

Voucher Lists

Motion was made by Commissioner Walton-Luglan and seconded by Commissioner Gilbertson to approve payroll vouchers 41124 through 41260 and A/P vouchers 76916 through 77391, sum of the two types totaling \$ 1,903,355.60. Motion passed unanimously.

Personal Expense Claims

Motion was made by Commissioner Walton-Luglan and seconded by Commissioner Robinson, to pay six pre-approved, budgeted travel and personal expense claims in the amount of \$836.46. Motion passed unanimously.

Resolution 886, Surplus Property

Motion was made by Commissioner Gilbertson and seconded by Commissioner Walton-Luglan to approve Resolution 886 for Surplus Property as presented. Motion passed unanimously.

Finance Committee Discussions

In a letter received June 22, 2010, the State announced long term care rate reductions. The State has adopted a nursing home rate setting plan that will reduce rates for each of the next two years. Administration and staff have aggressively cut costs over the last year to bring the 36 bed unit in line with other nursing homes. The Board Finance Committee will meet prior to the next Board Meeting to evaluate the impact of the new rate methodology and the future of Long Term Care. The Finance Committee will bring a recommendation to the Board in July.

B. DIRECTOR'S REPORT

Several changes are being made at YVFW. Cathy Murphy-Thomas will be taking the position vacated by Glen Davis when he assumed the role of Chief Operating Officer. Michael Young will now oversee the Valley Vista Medical Center, Grandview Farm Workers Clinic and Mt. View Womens Health Center. A new manager will be hired for Valley Vista Medical Center. This person will report to Michael Young.

The Board Professional Relations Committee met with the District's employed medical staff. The meeting went well and the group plans to meet quarterly.

Mike Schreiner is in discussions with the Grandview Fire Department regarding peak 911 call times. There maybe an opportunity to stage an ambulance in Grandview during limited peak call times. Further information will be reported to the Board.

Yakima Heart Center is having a difficult time staffing the echo and stress test service provided in our District. Over the last several months service has not been reliable. Liz and Rusti are in the process of identifying possible alternatives.

Julie Petersen recently spoke with Howard Saxton regarding legal councils presence at Board meetings. Howard reports that he continues to review the packet and make recommendations, but he will continue to attend only on an as needed basis.

C. CLINIC REPORT – COMMISSIONER ROBINSON

Commissioner Robinson introduced Ben Murray and CJ Hanson.

Mr. Murray spoke about his transition to MASA from Benton City Clinic. Sports physicals were performed at the Prosser, Grandview and Benton City schools with the biggest turn out in Benton City who had around 90 kids attend. He is working with the USDA for BCC and MASA to perform their employment physicals.

CJ Hanson was introduced as the new Benton City Clinic Manager. Mr. Hanson is excited to be here. He and his family have already moved and are getting settled.

D. QUALITY REPORT – “SHARING THE QUALITY AGENDA WITH PHYSICIANS” – COMMISSIONER WALTON-LUGLAN

Commissioner Walton-Luglan distributed articles she received at a Washington State Hospital Association sponsored work session. Commissioner Walton-Luglan requests that the Board address one of the articles at each of the next four Board meetings. The first one is entitled, “Sharing the Quality Agenda with Physicians”. The Board discussed highlights of the article and work being done by the Institute of Healthcare Improvement.

IV. OLD BUSINESS

A. MARKETING REPORT – FRED LAMB

Fred Lamb gave a PowerPoint presentation on the marketing plan adopted by the District almost one year ago. The Board was updated on progress to date. Mr. Lamb’s next step is to work with the Director’s to fine tune goals and objectives in anticipation of the 2011 budget process.

B. RESOLUTION 887 – ACCEPTANCE OF ED / PR EXPANSION PROJECT

Julie Petersen presented a letter from KDF Architecture recommending that the Board accept the Emergency Department / Patient Registration Expansion project as completed. There are two exceptions identified in the letter, will be addressed in the very near future.

Motion was made by Commissioner Walton-Luglan and seconded by Commissioner Gilbertson to approve Resolution 887, declaring the Emergency Department / Patient Registration expansion project completed. Motion passed unanimously.

V. NEW BUSINESS

A. PARTNERSHIP WITH MEDCALL – LEANN ANDERSON

MedCall NW is a WA company founded in 1999 in Kennewick, they do business in WA, OR, and ID. We have utilized their services for traveling RN’s when we are short staffed. Recently they added PIC line services to their scope of services. Judy Folk, Manager of Med/Surg and OB, is part owner of MedCall. All business involving MedCall goes through Leann Anderson and Tom Meyers. Staffing is also not done by Judy; it is done by our staffing services employee who works with the majority of the departments in house. MedCall is our primary temporary nursing contractor, Ms. Anderson wanted to acknowledge the relationship and assure the Board that any conflicts were being proactively addressed by Administration.

B. PROFESSIONAL LIABILITY RENEWAL & LIMITS – JULIE PETERSEN

Washington Casualty Company, WCC, provides general liability, professional liability, employee benefits liability, D&O liability, and employment practices liability. Ms. Petersen explained what each of those mean and a bit of the history as to how we got to the limits presented. Ms. Petersen recommends that we renew at 3 million per claim / \$7 million aggregate, the Board agreed with the limits presented. This is a budgeted expense so no motion is required.

C. SUCCESSION PLANNING POLICY PROPOSAL – JULIE PETERSEN

As part of Ms. Petersen’s evaluation, she was asked to produce a succession planning policy. She presented the proposed policy and is asking the Board to review and provide input over the coming month. She will continue to work on a policy for other key personnel succession planning as well.

D. GENERAL SURGERY OPPORTUNITY – JULIE PETERSEN

A local general surgeon has approached the hospital about opportunities in the Prosser area. The Board has authorized Ms. Petersen to continue discussions with the surgeon and report back.

VI. EXECUTIVE SESSION

The Board adjourned to executive session at 9:29 pm. to discuss Quality and Employee Issues. RCW 70.44.062(2) and 42.30.110(1)(g). It was estimated to last 45 minutes.

The Board returned to regular session at 10:20 p.m.

VII. FUTURE MEETING DATES

After reconvening to regular session, the Board discussed possible dates to hold a Board retreat. August 21st worked for the majority, Commissioner O'Brien and Commissioner Potter would verify the dates and report to Dawn Koch of their availability. It was decided to hold the retreat off site.

Next Meeting - July 29, 2010
August 26, 2010

VIII. ADJOURNMENT

The meeting was adjourned at 10:30 p.m.

Steve Kenny, Commissioner
President of the Board

Timothy Straub, Commissioner
Secretary of the Board