

**GRAYS HARBOR COMMUNITY HOSPITAL
BOARD OF DIRECTORS REGULAR MEETING
January 26, 2016**

COMMISSIONERS PRESENT

Andrew Bickar, District 4
(joined via Conference Call)
Armando Juarez, Jr, District 2
Miles Longenbaugh, District 3
Robert Torgerson, At Large 1
Becky Walsh, District 5
Maryann Welch, District 1
(joined via Conference Call)

OTHERS PRESENT

Tom Jensen, CEO, GHCH
Joe Vessey, CFO, GHCH
Teresa Ramirez, Executive Assistant, GHCH

Members of the Public

CALL TO ORDER

Secretary Robert Torgerson called the meeting to order at 6:00p.

PUBLIC COMMENT – Agenda

Commissioner Torgerson opened the meeting to members of the public for comment regarding topics listed on the agenda.

WELCOME

Commissioner Becky Walsh was welcomed to the Board.

CONSENT AGENDA

Minutes

- Minutes of December 22, 2015 Hospital Board meeting.
- Minutes of December 15, 2015 Board Quality Committee meeting.
- Minutes of December 17, 2015 Board Finance Committee meeting.

Action: A motion was made by Commissioner Longenbaugh, seconded by Commissioner Juarez and unanimously carried to approve the Consent Agenda as presented.

DISCUSSION AND ACTION

Medical Staff Credentialing

Submitted was the Medical Staff Credentialing Report.

ACTION: A motion was made by Commissioner Walsh, seconded by Commissioner Juarez, and unanimously carried to approve appointment of Nathan Valentine, ARNP, as Provisional Staff for a period of one year in the Specialty of Family Medicine.

ACTION: A motion was made by Commissioner Juarez, seconded by Commissioner Longenbaugh, and unanimously carried to approve reappointment of Maria Martinez, DO, as Active Staff for a period of two years in the Specialty of Pediatrics.

ACTION: A motion was made by Commissioner Longenbaugh, seconded by Commissioner Walsh, and unanimously carried to approve appointment of Cara Bardwell, PA-C, as Provisional Staff for a period of one year in the Specialty of IM/Hospitalist.

ACTION: A motion was made by Commissioner Walsh, seconded by Commissioner Juarez, and unanimously carried to approve appointment of Scott Werden, DO, as Provisional Staff for a period of one year in the Specialty of IM/Hospitalist.

ACTION: A motion was made by Commissioner Juarez, seconded by Commissioner Longenbaugh, and unanimously carried to approve reappointment of Gary Boog, PA-C, as Active Staff for a period of two years in the Specialty of IM/Hospitalist.

ACTION: A motion was made by Commissioner Walsh, seconded by Commissioner Juarez, and unanimously carried to approve reappointment of Lana Bur, MD, as Active Staff for a period of two years in the Specialty of IM/Hospitalist.

ACTION: A motion was made by Commissioner Walsh, seconded by Commissioner Longenbaugh, and unanimously carried to approve reappointment of Heidi Sedra, ARNP, as Active Staff for a period of two years in the Specialty of IM.

ACTION: A motion was made by Commissioner Juarez, seconded by Commissioner Longenbaugh, and unanimously carried to approve reappointment of Julie Moramarco, CRNFA, as Active Staff for a period of two years in the Specialty of Surgery.

ACTION: A motion was made by Commissioner Walsh, seconded by Commissioner Longenbaugh, and unanimously carried to approve appointment of Jonathan Roop, MD, as Locum Tenens with a period ending 04/30/16 in the Specialty of IM.

Resignations were noted:

- Bradley Hubbard, MD in the Specialty of Emergency Medicine.
- Richard Lewis, MD in the Specialty of Family Medicine.
- Juris Macs, MD in the Specialty of Surgery.
- Jay Odell, MD in the Specialty of Pathology
- Christopher Muldoon, PA-C in the Specialty of IM/Hospitalist.
- Caroline Rinaudo, PAC-C in the Specialty of IM/Hospitalist.

COMMITTEE REPORTS

Board Quality Report

Commissioner Walsh provided report.

- Melanie Brandt, Co-Chair of the Ethics Committee, presented highlights on the Ethics Committee's focus and how they conduct business as a committee.
- Traci Johnson, Patient Advocate, presented a patient story related to a billing issue that was resolved timely and to the patient's satisfaction.
- Environment of Care Report; An increase was noted in safety events reporting, which reflects staff's understanding of the importance of reporting safety events. An increase in code greys was realized in December, due to combative patient.
- Workplace Safety Report; An increase was noted in employee exposures in December.
- Patient Grievance Report; The 2016 goal is to decrease grievances related to billing complaints, e.g., Medicare Part B charges and observation notifications. An increase is being realized in staff reporting medication issues, which had not been reported in the past.

- Meetings are being held with providers to develop templates for core measures.
- Tobacco core measures are going to be eliminated due to the recognized difficulty in managing this patient population.
- Surgery core measures will transition more into outpatient reporting
- Patient Satisfaction Surveys; Conversations are being held with nursing directors in order to continue brainstorming and action planning to improve scores.
- Areas of Excellence; Hospital-acquired Stage 3 or 4 Skin Ulcers - 0% all of 2015
Outpatient Colonoscopies - 99.89% and 98.40%
Outcomes related to Elective Deliveries Under 39 Weeks has maintained improvement (0%) since June, 2015
- One area of concern is Readmissions - Quality is exploring an automated discharge phone calling system that occurs within 24-72 hours after discharge. Concerns are triggered and automatic notification is provided back to the hospital.
- A Root Cause Analysis was conducted on a central line blood infection, which has not occurred for almost three years.
- The 2016 FMEA project to be undertaken will be related to tubing misconnections.

Board Finance Report

Commissioner Longenbaugh provided report.

- Year-end adjustments are being made in order to finalize 2015 financials. Statistics seem to indicate a continued trend toward more outpatients vs. inpatients, as well as more observation patients.
- An update was provided during the committee meeting on MOU's with the City of Hoquiam and Fire District 2.
- An update was provided during the committee meeting on the acquisition of Grays Harbor Imaging, and the official hiring of GH Imaging employees.

Resolution 2016-01

On behalf of the Board Finance Committee, Commissioner Longenbaugh brought forward for the Board's approval, Resolution 2016-01 Series 2007 Loan Agreement Revised First Amendment.

The 501(c)3 Hospital has maintained a Line of Credit with Key Bank for a number of years. In preparation of ICD.10, last October the Board adopted a resolution to enter into a Line of Credit for \$3,000,000; however, the language in the resolution indicated "up to \$8,750,000." Key Bank is requesting that the resolution re-clarify with specificity a Line of Credit for only \$3,000,000.

Action: A motion was made by Commissioner Longenbaugh, seconded by Commissioner Juarez, and unanimously carried to approve Resolution 2016-01 Series 2007 Loan Agreement Revised First Amendment.

Bylaws Committee Report

As previously submitted during the December 22, 2015 Board meeting, Commissioner Torgerson brought forward the Amended and Restated Governing Bylaws for GHCH for Board approval.

Action: A motion was made by Commissioner Walsh, seconded by Commissioner Longenbaugh, and unanimously carried to approve the Amended and Restated Governing Bylaws.

CHAIRMAN'S REPORT

CEO & Trustee Patient Safety Summit

Commissioner Torgerson announced that May 17th, 2016 is the selected date for Board members and Executives to attend the Summit.

Submitted was a 2016 Conference RSVP worksheet, with Commissioners requested to return the document to Ms. Ramirez as soon as possible, in order to efficiently register for events and to make hotel arrangements.

ADMINISTRATION

Executive Suite Summary

Submitted was the Executive Suite Summary Report.

- Mr. Jensen highly recommended that Commissioners attend the Patient Safety Summit.
- Commissioner Longenbaugh expressed how impressed he was in regard to the amount of education provided within the hospital (12,749.80 hours of education).

OLD BUSINESS

Election of 2016 Board Officers

Although elections had taken place last November, in accordance with the Governing Bylaws elections need to be conducted during the Annual Meeting of the Board.

Elections were conducted of 2016 Board Officers for one-year terms, with unanimous approval of the following offices:

Board President; Re-appointed was Commissioner Welch.

Board Vice-President; Re-appointed was Commissioner Torgerson.

Board Treasurer; Re-appointed was Joe Vessey, CFO.

Board Secretary; Re-appointed was Commissioner Torgerson.

Appointment of 2016 Board Committee Chairs

Again, it was reiterated that appointments need to take place during the Annual Board meeting. Commissioner Welch appointed the 2016 Board Committee Chairs for one-year terms:

Board Bylaws Chair; there will be no appointment at this time as the Committee will only be convened as needed.

Board Finance Chair; Re-appointed was Commissioner Longenbaugh.

Board Quality Chair; Re-appointed was Commissioner Bickar.

NEW BUSINESS

None

PUBLIC COMMENT – General

Commissioner Torgerson opened the meeting to public comment from members of the community regarding issues that were not part of the agenda.

NEXT MEETING

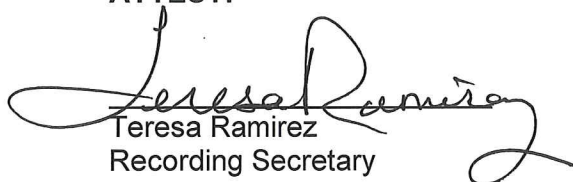
Tuesday, February 23, 2016; 1:00pm.

ADJOURNMENT

The meeting was adjourned at 6:27p.m.

APPROVED AND ADOPTED THIS 23rd day of February, 2016.

ATTEST:


Teresa Ramirez
Recording Secretary


Robert Torgerson
Board Secretary