

SOUTHERN COOS HEALTH DISTRICT
Board of Directors Meeting
January 24, 2013

Minutes

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

Present: Esther Williams, Chair; Robert Hundhausen; David Allen; Brian Vick; and Marilyn Noorda.

Others: Alan Dow, Interim CEO; Robin Triplett, CFO; Carol Meijer, DNS; Melody Gillard-Juarez, Foundation Director; Donna and Jim Reilly; Megan Holland, MD; Chris Cox; Dennis Jurgenson; Jay Straley; Carol Acklin; Mr. & Mrs. Tom Bedell; Victoria Tierney; Amy Moss-Strong; Ava Ritchey; and Jim Giambrone.

- II. **Public Input – Carol Acklin** – Asked for ideas on how to get nurse’s attention when they come in to the ED. Victoria Tierney – Announced that the ‘Water Color Society of Oregon’ will be presenting a special Art Show of ‘Trees’ at Southern Coos Hospital. The reception will be Saturday, October 5, 2013, from 1-3 p.m. They will be in Bandon October 4, 5, and 6. Jim Giambrone – Thanked for new set-up of mics. Several months ago there was an outreach by Board members to local providers. He asked for an update, are we getting more referrals, is the census up? Have they received any suggestions that we could implement from the local providers? Asked if we had looked into getting an Echocardiogram. Asked if someone would give an update.
- III. **Consent Agenda** – Ms. Williams asked if there were any additions or corrections to the January 24, 2013, Minutes. There were none. Mr. Allen **Moved** to accept the Minutes; Ms. Noorda **Seconded** the motion. Motion passed unanimously.
- IV. **Staff Reports – Interim CEO** – Mr. Dow reported that volumes were down in December, the lowest in the last two years. Search Committee met with BE Smith. There are 115 applicants and Kathy Nolan with BE Smith feels good about the field of applicants. These applicants will be reduced down to 5-8 that will be interviewed by the CEO search committee via Skype, and from these we will choose three finalist candidates for on-site interviews. Happy to report that we submitted application of one of our two meaningful use applications to Medicaid, this should result in substantial additional payments from Medicaid to help cover the cost of our EHR system. Mr. Dow responded to Mr. Giambrone’s question asked earlier. We continue to meet and work with local physicians, and have recently implemented a process to notifying local physicians when their

patients are admitted to our hospital and we have received acknowledgement from local providers that we have made improvements in lab result reporting.

CFO – In December patient days were down 49.6% from the prior December, but remain 0.8% above prior year-to-date. There was an increase in Radiology procedures of 5.4% and 50% increase in surgeries compared to December 2011. ED visits in December 2012 are 2.6% above December 2011.

We are reporting an operating loss of (\$114,074) and a YTD loss of (\$177,688). Total Net Operating Revenue for the month was 15.6% below budget and 5% below YTD. Total Operating Expenses for the month were 5.0% below budget and 1.1% below YTD.

Medical Staff - Dr. Holland said we are working on temporary credentialing issues for the new providers coming. Grateful to have Dr. Morrow present, our Medical Staff Director for EmCare. Dr. Coyle, Regional Medical Staff Director, will be at our Medical Staff meeting in February. Mr. Vick asked Dr. Holland if she had seen any decline in her practice or heard of any other physicians that have had a decline in their practices? Dr. Holland said that typically for her, January and February are notoriously slow because patients have not yet met their deductible, so are reluctant to get labs or x-rays or studies or elective surgeries done.

- V. **Old Business** - Revised Finance Committee Policy – Mr. Allen asked Ms. Williams to point out the changes she made in the Policy. Ms. Williams said that under the responsibilities there were several duplications, so she consolidated those duplications into one. Ms. Triplett asked if the Finance Committee members should be a part of the Budget Committee. Ms. Williams said the Budget Committee meets once a year and reviews the Budget. It is appropriate that the Finance Committee members to be in on the Budget Committee review. She asked if we should amend this policy to include Betty Daniels and Tom Bedell as members of the Budget Committee. Mr. Dow suggested instead of naming them specifically, the policy should reflect that all Finance Committee members are automatically appointed to the Budget Committee. Mr. Hundhausen **Moved** to appoint all Finance Committee members to the Budget Committee. Marilyn **Seconded** the motion. Motion passed unanimously. Ms. Williams said we need two Board members on the Finance Committee. Mr. Hundhausen said he would like to be on the Finance Committee. The Finance Committee meets four times a year. Mr. Allen agreed to be on the Finance Committee as well. Ms. Williams appointed both Mr. Hundhausen and Mr. Allen to the Finance Committee. Ms. Williams asked Mr. Hundhausen if he would like to be responsible for organizing a Finance Committee meeting in February. Mr. Hundhausen agreed.

VI. **New Business**

Benchmark Reports – National Core Measures are for the Board's information. Mr. Dow acknowledged on the Cardiac Core Measures that the static for the

second line item was low for us, as well as Coquille. There were a couple of factors. 1) This appears to be more an issue of documentation, than the test or the procedure was performed or ordered. 2) We have several new physicians who are in the process of becoming familiar with our system of documentation and working with our staff. Dr. Holland said this is not a new problem, it is one we have to address a number of times. It came up a year ago exactly the same way. In this particular case the issue relates to documentation related to the order or recommendation for an echocardiogram. It does not have to be done during the hospitalization, but the doctor has to have made some comment in their chart note itself that addresses what the assumed function is and if there is not an echo that is planned at discharge, there should be some documentation in the chart, that specifically explains why the patient is not a candidate for whatever the reason. That is all it takes to meet this core measure. We just need to go back in Peer Review and Medical Staff meetings and remind the physicians to put that sentence in their chart note at the time of discharge so it shows the physician has thought about it and considered some plan. Risk Management Report – Mr. Hundhausen asked about the 70 days the first quarter compared to 1 day a year ago. Ms. Meijer said it was due to one employee and that employee has been returned to work on light duty with the hope she will return to full duty as soon as possible. Each day missed counts as a stat. Board Positions – Ms. Williams reminded the Board there are two positions coming up this next election, the positions currently held by Marilyn Noorda and Bob Hundhausen. Ms. Noorda indicated that she has decided not to renew her position on the Board. Mr. Dow said if there is anyone interested in running there is a handout available from the Coos County Clerk that has the websites for the Candidate Manual and the Filing Instructions, the last day for filing is March 21. Mr. Vick said the posting for the positions will be published in the paper. Ellen will check on publishing the notice in the Western World. The County will post a notice in the paper regarding the Board vacancies and the sign up deadline.

VII. Open Discussion

Marilyn – Asked everyone to spread the word about Women’s Health Day, Saturday, February 9.

Bob – Congratulations on the EHR compliance and filing for the Medicaid payment. We need to look into creating an Art Show Policy?

Brian – A new virus going around.

Esther – Marilyn will be hosting a bus tour to Mt. Rushmore, the Black Hills, May 17-22.

Ms. Williams recessed to go into Executive Session under ORS 192.660 (2) (i), 8:30pm.

Ms. Williams closed the Executive Session to go back into General Session at approximately 8:55 p.m.

Mr. Dow presented an addendum to extend the term of the interim CEO contract by 90 days. The proposal included a provision suggested by Mr. Allen to include a sentence that says 'The agreement shall be extended and continue until May 31, 2013, unless before that time a permanent CEO is hired and starts working for the District.' No other changes were made to the interim CEO contract other than to extend the term. Mr. Hundhausen **Moved** to accept the proposed CEO contract extension as presented, Mr. Allen **Seconded** the motion. Motion passed unanimously.

VIII. Adjournment

Ms. Williams adjourned the meeting at 9 p.m. The next regular meeting of the Southern Coos Health District Board will be **Thursday, February 28, 2013** at 7:30 p.m. in the Hospital Conference Room.