

**Southern Coos Health District
Minutes
Board of Directors Regular Meeting
December 15, 2016
7:00 p.m.**

I. Call to Order

This regular meeting of the Board of Directors for Southern Coos Health District was called to order at 7:00 p.m. by Esther Williams, Board Chair.

Alan Dow announced an addition to the agenda to be added under New Business regarding consideration of a capital expense.

Members Present: Esther Williams, Board Chair; Carol Acklin; David Allen, Directors; and Bob Hundhausen, Secretary. **Administration:** Alan Dow, Interim CEO; Megan Holland, MD; Robin Triplett, CFO; Carol Meijer, CNO; Kim Russell. **Absent:** Brian Vick, Treasurer. **Additional Staff Present:** Dennis Jurgenson, Donna Reilly. **Public:** Linda Olsen, Jim Reilly.

II. Public Input

No public input.

III. Consent Agenda

Bob Hundhausen **moved** to approve the November 17 Regular Meeting Minutes and Foundation Report as presented. Carol Acklin **seconded the motion. All in favor. The motion passed unanimously.**

IV. Staff Reports

A. CEO Report

New CEO: The new CEO, JoDee Tittle, is scheduled to begin work on January 23 and she is looking forward to her move to Bandon. Alan will remain here through the January board meeting on January 26 to assist with the transition.

Moda Health: We have received a lot of calls in response to our Moda Health flyer. The decision by Moda Health to pull out of network for our individual-pay patients will be a factor when the hospital considers renewal of the group plan in place for employees. **Clinic:** Interim clinic FNP, Stephanie Potts, started on Monday. Sue Johnson, long-time wound and ostomy care RN has announced her retirement January 6. Gabrielle O'Donoghue will continue to provide wound care at the clinic. **Tree removal:** Thank you to Dennis Jurgenson for arranging the prompt removal of the trees at the request of the helicopter life flight service.

B. CFO Report

Robin was pleased to report that Patient Financial Services has received many calls in response to the Moda Health flyer from clinic patients who wish to stay with their current provider. The month of November was a mix with the number of inpatient days up and swingbed days down. Respiratory Therapy volume was up with Radiology and other ancillary services down. Surgeries and Primary Care volumes were down, but YTD up 10.2%. The month concluded with a small positive bottom line of \$7,820. Robin thanked managers for controlling expenses. Six commercial insurance days helped Net Patient Revenue. Average charges were down due to lower number of surgeries. Lab and Radiology travelers added expense. Net Medical Supplies and Drugs received \$18,000 in out-of-period invoices. All else is in line with budget. Payroll is down from October. Net Operating Revenue is 1% higher. Expenses are .6% below budget. Cash on Hand is 90.2 days. \$4.706M in the bank. Days in A/R are now at 52,3. Collecting is going well and we remain below the benchmark of 60 days. Payroll is even to 2015 with Overtime down from 2015. ER visits were down in November but up YTD. Endoscopies and colonoscopies were down in November. Surgeries were up 112%. Radiology and Lab volumes were down in November. Dr. Holland's patient visits were up 8.7%, Amy Wood's patient visits were up 12.6%. Drs. Pense and Baharloo took time off in November so those numbers are down. The State Pool has \$3.913.M.

C. Medical Staff Report

There was no quorum at the regular Medical Staff meeting last week. Emergency Privileges were granted for the following providers:

Consideration for 60 day Privileges

John Steeh, DO (EMCARE)
Satyendra Giri, MD (Cardiology)

Bob Hundhausen **moved** to approve the Medical Staff Report as presented. Carol Acklin **seconded** the motion. **Discussion:** Dr. Giri provides local outpatient cardiology consultations. He has offered to provide inpatient consultations and stress tests but is only in Bandon one day a week at this time. He is providing no interventional procedures. **All in favor. Unanimous decision.**

V. Old Business

None.

VI. New Business

A. Consideration of Employee Gift Cards

In recent past years the board has considered a holiday gift of a \$100 gift card for employees to be used at a local grocery store.

Carol Acklin **moved** to approve the purchase of the gift cards again this year. Bob Hundhausen **seconded** the motion. **All in favor. Unanimous decision.**

B. Consideration of Retirement Matching Funds

Renewal of the employee retirement account matching funds is contingent upon the fiscal year. Auditors noted a small loss that included a hefty depreciation, resulting in a positive cash flow of \$436,000. Leadership recommends funding at 3% at a cost of \$65,000. The expense is already accrued and will come back in the cost report. Next month earnings will not be affected.

Carol Acklin **moved** to honor the matching funds up to 3% again this year. Bob Hundhausen **seconded** the motion. **All in favor. Unanimous decision.**
Discussion: Approximately 60% of employees participate in the program.

C. New Agenda Item: Consideration of Capital Expense

A need has been identified for a replacement laproscope at a cost up to \$110,000. The current equipment has failed and is no longer serviceable. Eight years ago the current equipment was purchased at \$63,000 and it was fully depreciated at 5 years. Typically three bids are procured but there are only two manufacturers of this equipment. Of the two, Stryker is the manufacturer our surgeon is familiar with, and Olympus offers a new type of laproscope that is less expensive. Demonstrations are being scheduled. Alan asked the board to please consider approving up to \$110,000 (after discounts and estimated shipping applied) depending on the demonstrations.

David Allen made a **motion**, to approve up to \$110,000 for purchase depending on staff review and selection. Bob Hundhausen **seconded the motion.**
Discussion: Purchase is preferred over lease for least cost. Three surgeons will use the equipment. **All in favor. Unanimous decision.**

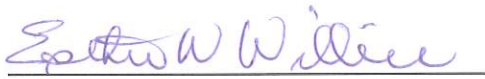
VII. Open Discussion

Board and Staff wished everyone a Merry Christmas and Happy New Year and thanked hospital staff for all they do year-round. Alan Dow was thanked for all the work he has done since his arrival, and expressed that everyone is looking forward to the arrival of the new CEO, JoDee Tittle, in January. Providers will be out of the office for 2 weeks which may impact Lab and Radiology.

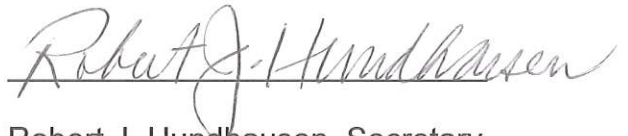
Board Chair Williams commented in appreciation of the holiday lights in front of the hospital and lighting in parking area, and Alan Dow gave kudos to the CEO Selection Committee for their success.

Adjournment

With no further discussion, Ms. Williams adjourned the meeting at 7:30 p.m. The next regular meeting of the Southern Coos Health District Board of Directors will be held on Thursday, January 26, at 7:00 p.m. in the Hospital Conference Room.



Esther Williams, Board Chair



Robert J. Hundhausen, Secretary