

**Southern Coos Health District  
Board of Directors  
Regular Meeting Minutes  
March 24, 2022**

**Members Present:** Brent Bischoff, Chairman; Mary Schamehorn, Secretary; Norbert Johnson, Treasurer; Pamela Hansen and Tom Bedell, Directors. **Administration:** Raymond T. Hino, CEO; Jeremiah Dodrill, CFO; and Douglas Crane, MD, Medical Staff Vice Chief of Staff. **Attending via remote link:** Deborah Ellis, former Interim CEO; Derek Grewatz, Chivaroli & Associates. **Absent:** Cori Valet, CNO; Scott McEachern, CIO. **Others present:** Barbara Snyder, Quality & Risk Management; Robert S. Miller III, General Counsel.

**I. Call to Order & Approval of Agenda**

The meeting was called to order at 6:30 p.m. Roll Call: All members were in attendance; quorum was met. There were no additions to the agenda. There is one deletion, under III. Staff Reports, item 7. ii. Training Affiliation Agreement will be removed. The District insurance renewal under VI. New Business will be moved up on the agenda to accommodate the guest speaker, Derek Grewatz from Chivaroli & Associates.

Pamela Hansen **moved** to accept the meeting agenda as discussed. Mary Schamehorn **seconded** the motion. **None opposed. Motion passed.**

**1. Public Input**

No public input received. Mr. Bischoff used this opportunity to thank Deborah Ellis for her service as Interim CEO for the past 7 months and presented her with a thank you card and flowers.

**2. Agenda Modification - New Business, 1. Insurance Renewal – Derek Grewatz, Chivaroli & Associates.** Mr. Grewatz provided an introduction and review of insurance products held by Southern Coos Hospital & Health Center, including Cyber Security & Privacy, Directors & Officers, Professional Liability, and Employment Practices Liability Insurance. Discussion: A review of premiums paid by the hospital and comparison of claim history to other hospitals of similar size was discussed. Southern Coos is in the top 15-20% compared to other hospitals. If there is no increase in claims in the next 12-months, premiums will lower. CEO turnover equals instability to underwriters. Mr. Grewatz and Barbara Snyder each thanked Raymond Hino, Jeremiah Dodrill for their attendance at a recent carrier meeting which helped to secure an option for the hospital. It was noted that at a previous meeting a member of the board had inquired about the board's responsibility regarding Risk Management. April 1 is insurance renewal date. Claim history may be reviewed in Executive Session.

## II. Consent Agenda

### 1. Meeting Minutes

Public minutes from the February 24 regular meeting, February 8 amended special meeting minutes, March 9 special meeting minutes, and Executive Session minutes from January 18, 25, 27 February 8 and March 9 were reviewed.

### 2. Monthly Counsel Invoices

- i. Robert S. Miller III, General Counsel ~ #1041 ~ 03/01/22

Mary Schamehorn **moved** to approve the Consent Agenda. Norbert Johnson **seconded** the motion. **None opposed. Motion passed.**

## III. Staff Reports

### 1. CEO Report

Mr. Hino expressed his pleasure at joining the Southern Coos team as the new CEO on February 28. At this time the Oregon Health Authority and Oregon Occupational Safety and Health Division (Oregon OSHA) are not in sync with relaxation of mask mandates. The OHA will allow no masking in non-patient areas of health care facilities, but OSHA has not relaxed workplace requirements. Updates will be provided as further guidance is received. Mr. Hino has enjoyed meeting other regional hospital CEOs and providers, is planning to attend a number of local events, and is working with the Chamber of Commerce on a special meet and greet event for community members. Ray's initial goals as new CEO include to complete a new strategic plan within his first 90-days with tangible deliverables to report monthly, to convert the multi-specialty clinic from hospital-based to Rural Health Clinic status for improved profitability, and work is commencing to provide a new MRI trailer in a new location with increased and more convenient access for patients.

**Discussion:** Mr. Miller noted that general strategic planning may take place in open session. The Board of Directors will participate in the Strategic Planning process as a work session that must be publicly noticed. Dates will be coordinated to occur in April. Mr. Hino set a date of June 1 for the Strategic Plan to be in place and implemented. He has a consultant in mind who will work with input from the Board, Exec Team, Medical Staff to outline a 1, 3 and 5 year plan. Mr. Miller added that the Board can submit priorities and set expectations for the CEO that dovetail with the Strategic Plan.

### 2. Multi-Specialty Clinic Report

Mr. Hino reviewed the Clinic stats for the month noting the addition of new Nurse Practitioner and Pain Management services, a new office manager and offer made to a new Medical Assistant. The former clinic manager has moved

to Case Management and Discharge Planning in the hospital. The 12% cancellation rate is high and should be cut by at least ½. Mr. Hino has worked with a vendor that sends text reminders, proven effective, and is less costly than current vendor.

### **3. CNO Report**

Cori Valet, CNO, is out of the office. Mr. Hino noted in her report the addition in February of 5 new RN's, 2 new CNA's, and hiring of a new Surgery Manager to arrive in the next month. MX-Ray and Mammo MQSA inspections were passed and ACR Accreditation complete. 146 patient satisfaction surveys were received. ED, Swing bed, and Inpatient discharge calls have been well received. A new MRI contract will improve patient access with work in progress.

### **4. CFO Report**

Jeremiah Dodrill, CFO, provided a review of the monthly CFO Report from the meeting packet. The FY20 budget timeline has been implemented and work is commencing with the finance team and managers. The public Budget Committee Meeting is scheduled to be June 2 and Budget Hearing on June 23. As reported last month, an issue was identified with the Cost Reporting tool. The current \$1M Medicare receivable was offset by a reserve of \$250K for every open Cost Report Year. The Balance Sheet remains sound.

### **5. CIO Report**

Scott McEachern, CIO, is out of the office for Spring Break. Mr. Hino provided a review of the CIO Report. Ray is very active in LinkedIn and has been added as an administrator on the Southern Coos LinkedIn account. Activities in the month included a new web page for the Clinic and new patient portal to go live in May.

### **6. SCHD Foundation Report**

The Foundation's new School Nurse program kickoff is going well. Kerrie Devine has 23 years' experience, is from Bandon, will be based at Ocean Crest Elementary School but will also spend time at Harbor Lights Middle School. The program will eventually expand to Bandon High School. The 19<sup>th</sup> annual Women's Health Day held on February 26 has received great feedback with 150 registered participants, including Ray Hino who introduced himself to attendees during the program.

### **7. Medical Staff Report**

- i. Dr. Crane, Vice Chief of Staff, presented the Credentialing and Privileging Report from the March 8 Medical Staff monthly meeting as follows:

### New Appointments

Hannah Wolsiefer-Leak, MD – Courtesy Staff - Emergency Medicine

### Reappointments

Hammad Qadir, MD – Courtesy Staff – Internal Medicine

Scott Christian Smith, MD – Courtesy Staff – Emergency Medicine

### Direct Radiology – Third Party Reading Radiology Group

David Bass, MD – Courtesy Staff – Reappointment

Dennis Burton, MD – Courtesy Staff – Reappointment

Elizabeth Dobovsky, MD – Courtesy Staff – Reappointment

Laura Hotchkiss, MD – Courtesy Staff – Reappointment

Teppe Popovich, MD – Courtesy Staff – Reappointment

Kimberly A Taylor, DO – Courtesy Staff – Reappointment

### Staff Changes

Misty Payne, MD, Pathologist – Courtesy Staff – Privileges Lapsed

Pamela Hansen **moved** to approve the Medical Staff Report as presented. Norbert Johnson **seconded** the motion. **None were opposed. Motion passed.**

## **IV. Monthly Financial Statements: Review**

Jeremiah Dodrill, CFO, provided a review of the financial statements for the month of February from the meeting packet. In summary, Gross revenues for February of \$2.931M were higher than budgeted expectations of \$2,908M. Operating income for the month was \$94,000 compared to a budgeted loss of (\$136K). The year-to-date operating loss closed at (\$766K) compared to a budgeted loss of (\$1.2M). Days of Cash on Hand closed at 125.1, down from 132.1 in January due in part to repayment of unexpected grant funds and changes in working capital. **Discussion:** Emergency Department visits were strong. Goal to increase Surgical Services. The pandemic has added challenges that may be lessening. Discussion included ideals in the balance of patient insurance-payer types.

## **V. Quality and Patient Safety Report**

Barbara Snyder, Quality & Risk Manager, reviewed her report from the packet. In summary, an effort is being made to increase available data with higher rate of return on HCAHP patient surveys quarterly. Presently, data can be used to learn about patient experiences but cannot be used to represent a typical patient experience. In February, 100% of Swingbed surveys were returned indicating 100% of patients would recommend SCH to friends and family. In Medical Imaging, of the 24 surveys received, 100% would recommend SCH. In the ED, only 29.28% of visits were captured, but of those 97% would definitely or probably recommend. The ED is to begin providing follow-up calls to all patients. A survey is in development for Lab use. A tablet survey process for the Clinic is in development. Internal complaint and grievance reporting through the Clarity reporting tool is now reviewed weekly by Committee of CEO, CNO and Quality Manager. Clinical documentation goals in Med/Surg, ED, and Respiratory Therapy were reviewed. Policy updates were reviewed. The Patient's Rights policy

was updated to add the right to have a support person. Southern Coos is participating in a cohort sponsored by the Oregon Office of Rural Health.

## VI. New Business

### 1. Insurance Renewal I- Derek Grewatz, Chivaroli & Associates

Moved ahead in agenda to accommodate guest speaker. See under I. Call to Order, item 2. Agenda Modification.

### 2. Community Benefit Report (CBR-1)

Jeremiah Dodrill provided a summary of the Community Benefit Report, thanking Katelin Wirth, Financial Analyst, for her work on the project. The Community Benefit report is filed with the state by every non-profit hospital to establish or provide a monetary value of benefit to the community, defending tax-exempt status, and required reporting in Oregon. It mirrors Form 990-H (filed by government non-profit hospitals). Charity Care and other benefits such as the Women's Health Day event, subsidized School Nurse program, and other subsidized health care services are included in the benefit reporting. This also can include losses in the Clinic and Surgical Services for a net community benefit. For the period of July 1, 2020 to June 30, 2021 the net community benefit was \$2.3M. Our goal is to lower the losses in subsidized services and add other community benefits. **Discussion:** The focus on charge capturing continues. Recruitment has begun for Clinic Manager position and Supply Chain Manager. Thank you to Deborah Ellis, RN/BSN, for accepting the Interim Clinic Manager position.

## VII. Old Business

### 1. Bylaws Articles 1-3 – Review

Norbert Johnson provided a review of his comparison of bylaws from other hospitals. **Discussion:** Purpose of Board should be to support the mission. Southern Coos patients include both residents and visitors to the area regardless of their ability to pay. The bylaws committee of Norbert Johnson and Tom Bedell will receive input and propose recommended edits for adoption after review of the total document is complete. Next month to review input on Article 4.

### 2. Governance Institute Update

Directors have completed the Board Orientation module. **Discussion:** Directors suggested that the next steps in the Governance Institute education should include Strategic Planning.

## VIII. Open Discussion

Mr. Bedell acknowledged recent news of the omnibus spending bill recently signed into law by President Biden that included an award of \$850K received by Coast Community Health Center for expansion of services in Curry County. Ray Hino

reminded the group about Doctor's Day on March 30. Southern Coos will celebrate with Doctor's Day banners, cupcakes for all staff, and gift for providers. Board members are invited to attend.

**IX. Adjournment**

At 8:35 p.m. the meeting was adjourned. The next regular meeting of the Southern Coos Health District will be April 28, 2022 at 6:30 p.m.

  
Brent Bischoff, Chairman 4-28-22

  
Mary Schamehorn, Secretary 4-28-22