

**Southern Coos Health District
Board of Directors Meeting
Open Session Minutes
February 23, 2023**

I. **Executive Session Call to Order 6:00 p.m.** Under ORS 192.660(2)(c) to consider matters pertaining to the function of the medical staff of a public hospital licensed pursuant to ORS 441.015 Licensing of facilities and health maintenance organizations. No decisions were made in Executive Session.

II. **Open Session Call to Order 6:34 p.m.**

1. **Roll Call - Members Present (all via remote meeting link):** Brent Bischoff, Board Chairman; Mary Schamehorn, Secretary; Norbert Johnson, Treasurer; Pamela Hansen and Tom Bedell, Directors. **Administration:** Raymond Hino, CEO; Jeremiah Dodrill, CFO; Cori Valet, CNO; Scott McEachern, CIO; Dawn Gray, Clinic Manager; P.J. Keizer, MD, Chief of Staff. **Others present:** Robert S. Miller, III, Legal Counsel; Kim Russell, Executive Assistant. **Press:** None.

2. **Motions from Executive Session**

a. **Quality & Patient Safety, Risk & Compliance Report**

Presented in Executive Session by Barbara Snyder, RN, Risk and Quality Manager & Compliance Officer.

Mary Schamehorn **moved** to accept the Quality, Patient Safety, Risk & Compliance Report as presented. Norbert Johnson **seconded** the motion. **All in favor. Motion passed.**

b. **Medical Staff Credentialing & Privileging**

Dr. Philip Keizer presented the following recommendations from Medical Staff for approval by the Board of Directors, including amendments to Medical Staff Bylaws section 3.3-2 Initial Appointments & Reappointment Periods & section 7.3 as reported and discussed in Executive Session:

2-Year Privileges – New Appointments

Mark Stefanelli MD – Courtesy – Emergency Medicine

John Jacobson, MD – Courtesy – Emergency Medicine

2-Year Privileges – Reappointments

Wesley Johnson, MD – Courtesy – Orthopedic Surgery

**Direct Radiology Appointments & Reappointments – After Hours
Reading Radiology Group**

William Randazzo, MD – Courtesy – Appointment

Medical Staff Status Change

Jennifer Hall, MD – Courtesy – Emergency Med – privileges lapse 3/1/23

Barbra Villona, MD – Courtesy – Emergency Med – resigned 1/11/23

Philip Keizer, MD – Active - Radiologist Delineation of Privileges Update

Norbert Johnson **moved** to accept the Medical Staff recommendations as presented. Pam Hansen **seconded** the motion. **No further discussion. Motion passed.**

3. Approval of Agenda

Mary Schamehorn **moved** to approve the agenda. Pam Hansen **seconded** the motion. **All in favor. Motion passed.**

4. Public Input

None.

III. Consent Agenda

1. Meeting Minutes

- a. Special Meeting – 01/21/23
- b. Regular Meeting – 01/26/23
- c. Executive Session – 01/26/23

2. Monthly Counsel Invoice Robert S. Miller III – Invoice #1175

Mary Schamehorn **moved** to accept the Consent Agenda. Norbert Johnson **seconded** the motion. **All in favor. Motion passed.**

IV. Staff Reports

1. CEO Report

Ray Hino, CEO, provided highlights from the CEO Report for the month of January and February. There are currently no changes to Covid policies though transmission rates are lower, we must remain compliant with the state who may issue changes to masking mandates in healthcare facilities in the near future. We are pleased to welcome Bonnie Wong, DO, to join the primary care clinic on June 1. The orthopedic surgery project has been delayed due to a sewage backflow event; mitigation and testing for contaminants is complete and the surgery department will be back in use next week. Mr. Hino provided a recap of recent travel, including Washington DC February 5-9 to attend the National Rural Health Association as one of 5 delegates from Oregon, actively seeking a reversal of the Rural Health Clinic Medicare reimbursement cap and meeting with legislators, with \$1,000 scholarship, and to the AHA Leadership Summit in San Antonio February 18-22, with a \$1,500 scholarship. Next week Mr. Hino, CEO, along with the CFO, CNO and CIO will attend the Oregon Association of Hospitals and Health Systems (OAHHS) inaugural Leadership Summit in Salem where they will also meet with legislators in support of SB829, introduced by Senator David Brock Smith, which is an appropriation for \$250,000 to be used to hire consultants and engineers to plan for a needed future physical plant expansion of Southern Coos Hospital. **Discussion:** Mr. Hino will forward to the Board of

Directors a presentation from the AHA Leadership Conference from Governance Subject Expert, Jamie Orlikoffa.

2. Clinic Report

Dawn Gray, Clinic Manager, presented highlights from her January report. January visits were up 111% from December and up 35% from prior year. No shows are decreasing with implementation of Dialog Health appointment reminder texting system. Vincent Tyson, FNP, has been instrumental in improving order sets. The clinic is now focusing on wellness visits and chronic care, and working with Advanced Health to increase access to care, with more to report in March. **Discussion:** Mr. Bedell noted the financial loss shown on page 50 of the packet relating to provider bonus payments that will begin to be accrued monthly, spreading that expense through the year, to begin with February report.

3. CNO Report

Cori Valet, CNO, reviewed the CNO Report for the month of January. Clinical department staffing stats were reviewed with Full Time Employee hours (FTEs) and Contract hours compared to budget. The first of 2 semi-annual Daisy Award presentations will be held on March 20. One winner will be selected from 10 nominees who are also recognized. We are pleased to be participating in this world-wide nurse recognition program.

4. CFO Report

Jeremiah Dodrill, CFO, provided a review department highlights for the month of January. Staff have been working on the Community Benefit Report due to CMS February 25. The report will be discussed later in this meeting. In preparation for the FY 2024 annual budgeting process, price benchmarking is in progress. The goal of this work is to make strategic pricing decisions in order to allocate the 5% chargemaster increase to services where we have pricing opportunities and to evaluate our overall prices competitively. Pricing for hospital services is one factor that determines overall reimbursements. Work has begun to create a baseline long-range financial plan for the Hospital with current operating and capital requirements for the hospital over a 5-year period and long-range baseline to be completed by April 30.

5. CIO Report

Scott McEachern, CIO, provided a summary of the CIO report. The Information Technology team has been busy implementing Microsoft 365 in stages for all staff to be fully implemented by March 31. Additionally, the team will be selecting an outside company to project manage the selection of a new electronic health record and enterprise resource planning system (a system that includes supply chain management, finance/accounting). Clinical informatics continues to focus on clinic optimization and streamlining communication between medical records, revenue cycle, and the medical coders in an effort to reduce outstanding chart deficiencies. **Discussion:** Efforts made with current electronic medical record are beneficial now and will also support a future as yet undetermined EMR with staffing and workflow

improvements and addressing chart deficiencies to improve accounts receivable collections. Medical Staff Bylaws support provider charting requirements; remote charting is available.

6. SCHD Foundation Report

Mr. McEachern, Foundation Executive Director, reviewed Foundation updates and performance indicators for the month of January. Women's Health Day will be this Saturday, February 25 at the Bandon Community Center and Sprague Theater. The program will also be live-streamed for those who cannot attend in person. The Foundation will recognize founding member and board appointee Roger Straus who has resigned from the Foundation Board but will remain involved with the new Legacy Society, with more information to be announced. Mr. McEachern asked for a motion to appoint new member Steve Reber to the now vacant board appointee position.

Mary Schamehorn **moved** to appoint Steve Reber to the Southern Coos Health Foundation Board of Directors. Tom Bedell **seconded** the motion. **Discussion:** Steve's enthusiasm and strategic planning experience were noted. **All in favor. Motion passed.**

7. Strategic Plan Report

Mr. Hino provided a review of progress or changes in the Strategic Plan document from prior month. The Exec Team continues to meet bi-weekly to review and update the plan document including adding the Community Health Needs Analysis goal to be completed by December 31 and Facility Master Plan with goal date of April 30. The document is updated monthly and posted to the Southern Coos Hospital website and internally for all staff to review on the intranet Pulse Page.

V. Monthly Financial Statements

Jeremiah Dodrill, CFO, provided a review of the financial statements reported for the month of January.

VI. Old Business

1. None.

VII. New Business

1. Southern Coos Health Foundation Board Appointment

See above.

2. Small Rural Hospital Improvement Program (SHIP) Grant Request

Mr. Dodrill provided a review of the initial funds received of \$258K with \$115K remaining to be utilized before June 30. Formal authorization is requested to procure an Emergency Trailer, and used ¾-ton pickup truck for towing the trailer, to replace aging triage tents. **Discussion:** Other uses such as

marketing, etc. when not in use for emergencies. Will be “branded” for Southern Coos.

Mary Schamehorn **moved** to authorize the purchase as described above. Tom Bedell **seconded** the motion. **All in favor. Motion passed.**

3. Community Health Benefit Report

Mr. Dodrill described the CBR-1 report required from District non-profit Critical Access Hospitals receiving tax base funding that quantifies community benefit. Community benefit is intended health care-related services that Oregon's community hospitals provide, without compensation, to address critical health needs in the community. These include health services to vulnerable or underserved people; financial or in-kind support for public health programs; health education, screening, and prevention services; medical research; medical education; and more. Oregon's community hospitals provide these benefits through financial assistance, charity care and subsidies for services otherwise not available in the community. Charity Care was offered to 296 community members during the year. The total Community Benefit that Southern Coos Hospital will be reporting to the state is \$1,835,000 which is \$532,000 above the minimum required spending for FY22.

Tom Bedell **moved** to approve the CBR-1 Report for submission as presented. Mary Schamehorn **seconded** the motion. **All in favor. Motion passed.**


VIII. Open Discussion & Adjournment

Congratulations to The World Newspaper Best of the South Coast award recipients Dr. Adams and Dr. Crane. Ray Hino, CEO will celebrate one full year with Southern Coos on February 28, thanking the Board of Directors for the opportunity and expressing appreciation for hospital leadership and board. Dr. Keizer thanked Mr. Hino for his service on behalf of the Medical Staff.

The next regular meeting will be held on March 23, 2023 at Southern Coos Hospital & Health Center, 900 11th Street SE, Bandon, Oregon. This meeting will be open to the public following OSHA and OHA guidance for masking in healthcare facilities, and available to view via the Southern Coos Hospital website and Facebook social media page.

At 8:11 p.m. the meeting adjourned.


Brent Bischoff, Chairman 3-23-2023


Mary Schamehorn, Secretary 3-23-2023

