

**Southern Coos Health District
Board of Directors Meeting
Open Session Minutes
October 26, 2023**

I. **Executive Session Call to Order 6:00 p.m.** Executive Session 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 shall be made in Executive Session.

II. **Open Session Call to Order 6:30 p.m.**

1. **Roll Call – Quorum established; one member absent:** Brent Bischoff, Board Chairman (via remote link); Mary Schamehorn, Secretary; Tom Bedell, Treasurer; Pam Hansen and Norbert Johnson Directors. **Administration:** Raymond Hino, CEO; Jeremiah Dodrill, CFO; Cori Valet, CNO; Scott McEachern, CIO; Dawn Gray, Clinic Manager; Douglas Crane, MD, Vice Chief of Staff. **Others present:** Robert S. Miller, Legal Counsel; Tony Andrade, Moss-Adams Audit Firm; Carrie Okey, HR Director. **Press:** None.

Mary Schamehorn, Secretary, led the meeting on behalf of the Chairman who attended via remote meeting link.

2. **Agenda Additions or Corrections**

The Moss-Adams Audit Report for fiscal year ending June 30, 2023, was moved forward in the agenda as a courtesy to the visiting presenter.

Norbert Johnson **moved to approve** the agenda with proposed change. Tom Bedell **seconded** the motion. **All in favor. Motion passed.**

3. **Motions from Executive Session**

a. **Quality & Patient Safety Report.** Presented in Executive Session by Sharon Bischoff, Quality RN.

b. **Risk & Compliance Report** presented in Executive Session by Barbara Snyder, Risk & Compliance.

c. **Medical Staff Report Physician Credentialing & Privileging Report** presented in Executive Session by Doug Crane, MD, Vice Chief of Staff.

2-Year Privileges – New

Vicki Mazzorana, MD – Provisional – Emergency Medicine

Edward Piepmeier, MD – Provisional – Emergency Medicine

Brett Johnson, MD – Provisional – Emergency Medicine

2-Year Privileges – Reappointment

Tami Marriott, MD – Active – Emergency Medicine

Direct Radiology Appointments & Reappointments

After Hours Reading Radiology:

Shameem Azizad, MD – Courtesy – Resigned

Joshua Kuroiwa, DO – Courtesy – Resigned

Dhawal Goradia, MD – Courtesy – Resigned

Tom Bedell **moved to accept** the Quality & Patient Safety Report, the Risk & Compliance Report, Medical Staff Credentialing and Privileging Report as presented in Executive Session. Pam Hansen **seconded** the motion. **All in favor. Motion passed.**

4. Public Input

None.

III. Consent Agenda

1. Meeting Minutes

- a. Regular Meeting–09/28/23
- b. Executive Session–09/28/23 (provided in Executive Session)
- c. Special Meeting-10/09/23

2. Monthly Counsel Invoice Robert S. Miller III – None.

Tom Bedell **moved** to approve the Consent Agenda. Pam Hansen **seconded** the motion. **All in favor. Motion passed.**

At this time the Moss Adams Audit Report was moved forward in the agenda as a courtesy to the visiting presenter. Please see VII. 1. below.

IV. Staff Reports

1. CEO Report

Raymond Hino, CEO, presented a summary of his monthly report. **COVID Update:** The patient care trailer and pick-up truck, with negative pressure room, purchased with Covid relief funds, have been received. The annual Drive Through Flu (and Covid) Vaccination Clinic was rescheduled to October 27 due to weather issues on the planned date of October 25, additionally, a vaccine clinic was provided at Bandon Dunes for employees today and another will be held on November 2 as part of the Strategic Initiative to create relationships and community partnerships. **DNV:** Southern Coos is on track to submit required reporting due by December 11. **Surgery:** Dr. Ivanitsky is scheduled to onboard in November in a shared arrangement with Lower Umpqua Hospital. Dr. Sharon Monsivais, Plastic/Hand Surgeon, is reviewing her contract presently. Advertising for providers will begin as soon as possible. **Emergency Physician Coverage:** Emergency Physician stabilizing with providers now scheduled nearly 3 months in advance. Meetings with New Administrators: In October Mr. Hino met with new CEO Russ Woolley at Mercy Medical Center in Roseburg. Also in October Mr. Hino and 2 others attended the

annual Oregon Rural Health Conference in Bend to review a number of topics and strategies for rural healthcare. Southern Coos was honored as winner of the Oregon Rural Quality Excellence Award for creating a culture of employee and patient engagement leading to increased patient satisfaction outcomes. **Emergency Preparedness Training:** In November, three members of the Safety Committee will be attending a 2-day active shooter training at Bay Area Hospital after which we will be revising our active shooter incident response procedure and conducting a simulated (desk top) training event as soon as possible.

2. Clinic Report

Dawn Gray, Clinic Manager, summarized the printed Clinic Report. The number of visits in September exceeded expectation. Amy Hinshaw, NP, has rejoined the clinic and is starting off with seeing 8 patients per day. Dr. Preslar is seeing 7.9 to 12 patients per day in October. Thank you to Scott McEachern for his work on gap analysis and CPSI/Evident optimization. The PCPCH application was successfully submitted.

3. CNO Report

Cori Valet, CNO, provided a summary of hospital clinical operations for the month of September including current staffing report. Ms. Valet completed her CNO certification this month (October).

4. CFO Report

Jeremiah Dodrill, CFO, provided a summary of Finance Department operations for the month of September. The FY23 audit is complete, thank you to Tony Andrade from Moss Adams for his report this evening. The Cost Report is nearly complete. Work is underway in response to DNV survey for Engineering in the Life Safety category and 96-hour sustainability. The compensation benchmarking rollout in collaboration with Human Resources will process through payroll this week. Thank you to all who have contributed to these projects.

5. CIO Report

Scott McEachern, CIO, reviewed reports from the month of September on Information Systems, Health Information Management, and Marketing. Cybersecurity stats were reviewed and reminder regarding special meeting at 6:00 p.m. on November 1 for the Board to consider vendor recommendations and hear updated funding and implementation timeline options. Marketing projects were reviewed including introduction of new clinic providers, Dr. Wong, Amy Hinshaw, Dr. Preslar and general hospital services, flu clinics and Veteran's photo shoot. Collaboration outlined with regional radio stations and work with Lower Umpqua on future internal and external video and advertising. On October 6 a committee of stakeholders met to review several visual options and next steps toward final recommendation to Board of Directors at the November regular meeting.

6. SCHED Foundation Report

Mr. McEachern, SCH Foundation Executive Director, provided the monthly Foundation Report. Golf for Health final proceeds report to be provided at the November regular meeting. Kudos to Brenda Sund, Controller, for spearheading the Bottle Drop account setup and promotion with proceeds to benefit the Foundation and participation in the 20% Holiday Give match Nov 15-Dec 2. The 21st annual Women's Health Day is scheduled to be held on February 27, 2024 and Aging Well in Bandon will be held in May 2024. Year End Campaign to support Surgical Services upgrades with a goal of \$200,000 to raise by March 1, 2024.

7. Strategic Plan Report

Ray Hino, CEO, presented a summary on progress of Strategic Plan initiatives of 23 goals not including new accreditation section, now at 78% completion, an improvement of 5%. Notable changes include new section Medical Staff Development showing as 67% complete and new Service Line Plan to support Community Health Needs Assessment.

V. Monthly Financial Statements

Jeremiah Dodrill, CFO, provided a summary of the financial statements for the month of September, including a review of Gross Revenue and Volumes, Deductions from Revenue, Labor Expenses, Professional Fees, Purchased Services, and Supplies. In summary, Gross revenues for September of \$3,961,000 were lower than budget of \$3,966,000. Inpatient and Swing Bed volumes and revenues of \$1,102,000 were higher than budget of \$962,000 with Average Daily Census (ADC) of 8.1. Total Operating Revenues of \$2,730,000 were higher than the budget of \$2,464,000. Total operating expenses of \$2,473,000 for the month were lower than budget of \$2,636,000. Operating income for September was \$257,000 compared to a budgeted loss of (\$172,000) due primarily to favorable revenue deductions during the month. Days Cash on Hand closed at 106.8 days, down from August at 114.5. Cash was affected by the payment of the Medicare interim cost settlement and an increase in A/R days outstanding which was 51.9 in September up from 51.0 in August. **Discussion:** October has seen an increase in pain procedures performed.

VI. Old Business

None.

VII. New Business

1. Moss-Adams Fiscal Year End 2023 Report – Tony Andrade

This agenda item was moved ahead before Staff Reports as a courtesy to Mr. Andrade. Mr. Andrade reviewed his Powerpoint presentation, explaining the audit process to demonstrate compliance with Oregon minimum standards and to identify material weaknesses; upon finding none, an unmodified, or clean, opinion was issued on reported financials. Peer comparisons include type A & B hospitals (1-25 beds) of which there are 32 in the State of Oregon, for the purpose of this presentation

various statistics were compared with Coquille Valley Hospital, Lower Umpqua Hospital, and Curry General Hospital. Cash on Hand as of June 30, 2023 was 162 days compared to the average of 153. Payer mix for the year was 62% Medicare, 17% Medicaid, and 20% Commercial. **Discussion:** Southern Coos is in the top 5% of hospital Medicare usage in Oregon.

Tom Bedell, Treasurer **moved** to approve the audit as presented. Norbert Johnson **seconded** the motion. **All in favor. Motion passed.**

2. Consideration to move November Regular Meeting from November 16 to November 30

Administration requested to move the November meeting date originally scheduled to be on November 16 due the Thanksgiving holiday, to November 30, to facilitate month-end financial reporting.

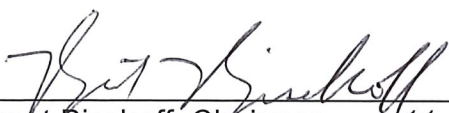
Pam Hansen **moved** to accept November meeting date change from November 16 to November 30 to support month-end financial reporting. Mary Schamehorn **seconded** the motion. **All in favor. Motion passed.**

VIII. Open Discussion and Adjournment

Discussion regarding simple Board communications outside of a public meeting to avoid serial communications. Mr. Miller confirmed that as long as a decision is not made, simple communication is allowable. There will be a Thanksgiving dinner provided for staff working the holiday November 23. Tom Bedell welcomed Sean Suppes, CPA, as newest member to join the Finance Committee that meets quarterly.

A special meeting will be held on November 1 at 6:00 p.m. to review additional information regarding the EHR/ERP RFP project. The next regular meeting will be held Thursday, November 30, 2023, with Executive Session at 6:00 p.m. and Open Session to immediately follow at approximately 6:30 p.m. Meetings are open to the public in the main conference room of the hospital at 900 11th Street SE, Bandon, Oregon.

At 8:20 p.m. the meeting was adjourned.


Brent Bischoff, Chairman 11-30-2023


Mary Schamehorn, Secretary 11-30-2023

