

**BOARD OF COMMISSIONERS
PUBLIC HOSPITAL DISTRICT NO. 1 OF PEND OREILLE COUNTY**

August 24, 2023

In Attendance: Commissioners: Lois Robertson, Susan Johnson, Melanie Kiss, Becky Walrath, Lynnette Elswick; Executive Officers: Merry-Ann Keane, Kim Manus, Chris Wagar, Theresa Hollinger, Jenny Smith, Joseph Clouse Others: RaeLynn Wellman, Theresa Johnson, Rhi Drake, Glenn Talmage, Jane Tilley, Sara Rainey, Chris Emond, Casey Scott, Becky Dana, Trina Gleese

CALL TO ORDER:

Chairperson Robertson called the meeting to order at 10:00 a.m.

READING OF LEGAL NOTICE:

The regular meeting legal notice was distributed as required.

APPROVAL OF AGENDA / CONSENT ITEMS:

The Meeting Agenda, Auditors Reports and Uncompensated Report (Consent Packet) were approved via motion made, seconded, and passed unanimously.

Bad Debt/Charity: July 2023, inclusive District Write-off: \$ 92,299.17

APPROVAL OF PREVIOUS MEETING MINUTES

July 27, 2023, minutes were approved via a motion made, seconded, and unanimously passed.

August 2, 2023, special meeting minutes were approved via a motion made, seconded, and unanimously passed.

BUSINESS FROM THE AUDIENCE

There wasn't any business from the audience.

COMMITTEE REPORTS:

Chief Of Medical Staff: Dr. Aaron Reinke, MD, Chief of Medical Staff was not present.

Finance: Chris Emond went over the financials. He advised YTD the District is at \$570,000 profit. Kim advised swing bed usage has almost doubled. She advised there was another issue with Paycom. Last payday several employees with shift differential did not receive full pay. There was an update with shift differential in Paycom from HR, when this update was made Paycom affected all shift differential rules. The District has received multiple RFPs to choose a new payroll vendor. This will be a cumbersome and lengthy process. It will take a lot of time and effort to set up the new vendor once established, all data will need to be downloaded from Paycom prior to ending the contract. Once the contract is ended the District will not have access to data without paying a fee.

Commissioner Johnson was approached by a member of the community inquiring about how a public hospital can own a retail pharmacy. Kim advised that per RCW hospitals can own retail pharmacies and there are several hospitals in the state that do. She offered to answer any questions this person may have, and suggested Commissioner Johnson have them reach out for further information.

Quality/Performance Improvement - Rhi Drake advised the District is maintaining an average of 7 days to close events, this is aligned with the strategic plan. Event reporting increased in July, but overall, on a downward trend. She is planning additional communication with staff around reporting events. She advised that DNV accepted the corrective action plan, after additional information on when the roof repair will be completed was submitted. Objective evidence for the NC1 finding is due November 7th.

Rhi shared a graph from patient experience detailing likelihood to recommend and staff upholding the mission.

CEO Report – Merry-Ann addressed some hardships within the District over the last couple of weeks, the unexpected death of ED Medical Director Dr. Jonathan Wright, and the Oregon Fire. She expressed how proud she is of the team during these crises. The support for each other and community is overwhelming.

She advised the District is in the black. Details explained in financials.

Express Care is open, she advised the current hours are the clinic hours, this will change in the fall when we have more providers. One has been hired, starting in September; others are being interviewed. The current medical staff has stepped up to accommodate in the interim.

OB is up and running, 15 plus babies have been delivered thus far.

Update on the flood, this is a work in progress. Insurance is still figuring things out before we can start replacing equipment.

The roof repair of the annex is complete, the circa 1957 building is underway and should be complete within the month.

OTHER BUSINESS –

Casey Scott reviewed 7-Habits education. This will continue over the next 7 months as he will review one habit a month.

Commissioner Walrath inquired about the MRI machine purchase that was discussed last month. Merry-Ann advised this is still being explored and will provide more information when available.

ACTION ITEM AGENDA

Motion made, seconded, and approved for capital purchase of ThermX unit for Rehab in the amount of \$5,509.00 plus tax.

Motion made, seconded, and approved there will not be any raises through the end of the year, unless contractually obligated.

EXECUTIVE SESSION

As permitted by RCW 42.30.110(1) (g), the meeting was moved to the Executive Session at 10:45 am for approx. one hour to discuss personnel.

RETURN TO OPEN SESSION

The Commission returned to Open Session at approximately 11:40 am.

NEXT MEETING DATE

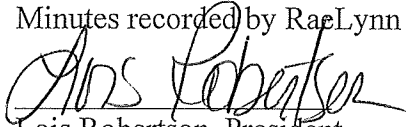
The next meeting will be September 28, 2023.

ADJOURNMENT

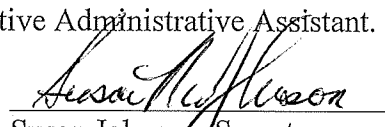
There being no further business, the meeting was adjourned at approximately 11:42 am.

**BOARD OF COMMISSIONERS
PUBLIC HOSPITAL DISTRICT NO. 1 OF PEND OREILLE COUNTY
August 24, 2023**

Minutes recorded by RaeLynn Wellman, Executive Administrative Assistant.



Lois Robertson, President
Board of Commissioners



Susan Johnson, Secretary
Board of Commissioners