

PACIFIC COMMUNITIES HEALTH DISTRICT
REGULAR MEETING MINUTES OF THE BOARD OF
Tuesday, January 16, 2018

PRESENT: David Long, MD, Chairperson
Bonnie Saxton, Vice Chairperson
Ralph Breitenstein, MD, Director at Large
Kath Schonau, Treasurer
Fred Postlewait, Secretary

ALSO PRESENT: Chris Minor, Legal Counsel
Kathryn Doksum, CPA
Ursula Marinelli, PCHD Foundation Director
Joe Kunkel, District Project Manager
Cory Myrtle, Prof. Engineering Consultants
Lisa Ely, Recorder

Ryan Combs, CCO
Tyler Jacobson, SHS Legal
Jon Conner, Facilities Director
Jason Brown, Neenan Construction
Andrew Croxton, Neenan Construction

CALLED TO ORDER: Chairperson Bonnie Saxton called the regular monthly meeting of the Board of Directors to order at 4 p.m., in the Education Conference Room at Samaritan Pacific Communities Hospital.

ASSISTIVE HEARING DEVICES: Chairperson Bonnie Saxton announced that hearing devices are available; however, there were no public attendees.

CITIZEN COMMENTS: No members of the public were present.

CONFIRMATION OF AGENDA ITEMS: Chairperson Saxton requested confirmation of the meeting agenda. *Add ENT Building per Ralph Breitenstein.*

APPROVAL OF MINUTES: After review of the December, 18, 2017, minutes Chairperson Bonnie Saxton asked for a motion to approve the minutes as presented.

A motion was made by Ralph Breitenstein to approve the minutes from December 18, 2017. Kath Schonau seconded the motion. Motion carried by unanimous voice vote.

FINANCIAL REPORTS – November 2017: Kathryn Doksum presented the December financial reports for review and approval. Presented were the December 2017 Balance Sheet, Check Register, Bond Requisition and Interest Summary, PCHD Capital Fund, PCHD Debt Service Fund, and the Trend Analysis Report. Surplus items were also reviewed.

Chairperson Kath Schonau moved to accept the financials and surplus items. David Long seconded. Motion carried by a unanimous voice vote.

LEGAL REPORT FROM COUNSEL: Chris Minor indicated he had reviewed The Eye Associates Letter of Intent (LOI). Participation and or consideration will involve whether Samaritan and the District share the cost, or one or the other fully covers the cost. Request of improvements from District would provide no more than \$100K for remodel and up to \$20K for asbestos abate; The hospital to provide no more than \$100K; and The Eye Associates contribution would be contributing up to \$200K for furnishings and upgrades. Tyler Jacobson indicated the LOI was a request (from The Eye Associates) to start a conversation to see what the District and the hospital might be willing to do. Chris Minor asked for clarification as to whether The Eye Associates would be practicing surgery at the clinic or in the hospital. Tyler Jacobson indicated the clinic will run and remain at status quo.

Chris Minor suggested, upon approval, the hospital and the District split the funding (\$100K each) and that lease payments be split 50/50 until balance paid off. On behalf of the District, Kathryn Doksum could draw the \$100K from the general fund.

Chairperson Bonnie Saxton moved for the District to provide 50 percent or up to \$100K. Ralph Breitenstein seconded. Motion carried by unanimous voice vote.

HOSPITAL REPORT: Ryan Combs, COO, reported on the following:

- **Census and Utilization:** November's inpatient census (10.8 ADC) was below budget by 0.8. Outpatient activity (i.e. clinic visits were 5,017 below budget by 617) performing above budget were Oncology, Walk-In, Surgical, and the Orthopedic Clinic. Reported were stats on the following: Deliveries were 13, below budget by 5; Emergency Department visits were 1,205, below budget by 217; Inpatient surgeries were 12, below budget by 7; Outpatient surgeries were 207, above budget by 14; Diagnostic Imaging procedures were 2,643, above budget by 322; and Patient procedures were 1,619, above budget by 9.
- **Financial Results:** December and Year-End figures pending. November's total revenue was above budget by \$52,990, deductions were over budget, and net income was a negative \$314,368. Expenses were greater than the budget in supplies, purchased services, agency, and insurance. As of November, year-to-date net income was \$1,023,170.
- **Service Excellence:** ISO 9001:2015 Leadership training planned for January 30. This training prepares the hospital for the DNV (accrediting body) survey to ensure standards are met as well as to prepare for higher and new level of standards.
- **Employee Engagement:** Physician Burnout half day seminar to be held Jan. 25; Employee Forums will be held monthly throughout the system – Doug Boysen will present at SPCH on Feb. 15; Radiology Services will be changing hands on March 16, with a Memorandum of Understanding in place with Corvallis Radiology. Joseph Haberman, MD, gave his notice of retirement and Tinko Zlatev, MD, will be assuming the role directorship and working with Corvallis Radiology.
- **Physician recruitment continues for:** Primary Care Medical Director; Psychologist; two Walk-In Clinic providers; and a Licensed Clinical Social Worker. Eleven permanent providers (five of which are physicians), have been added from January 2017 to July 2018.
- **Staff recruitment continues for:** Surgery Department Manager; Emergency Department Manager; Chief Operating Officer; and Clinics Medical Director.
- **Community partnership:** Festival of Trees raised \$89K for cancer services; A Recruitment and Retention presentation was presented at the Newport Chamber of Commerce Luncheon held Jan. 5; Newport News-Times Editor meeting regarding Measure 101 was held Jan. 8; and Leadership Lincoln participation in regards to health care topics.
- **New Equipment:** The hospital's Acute Care Unit recently received a new monitoring system called AvaSys, which provides a remote patient observation and communications platform that enables both visual and audio monitoring of patients at risk of falls. It allows a single caregiver to keep track of patients at once from a central monitoring station. These trained observers can vocally intervene with patients – while simultaneously summoning a nurse – long enough to avert harm. The Acute Care unit currently has seven cameras in place.

CONSTRUCTION PROJECTS: Jason Brown from Neenan Construction covered hospital updates during the guided tour. Jon Conner reported the Rehabilitation Department is scheduled to move into the SamFit building by mid-March 2018.

PCHD FOUNDATION: Ursula Marinelli reviewed the PCHD Foundation 2017, 4th QTR Financials, which included the following: Grants; Events/Campaign/Gifts – Assistance, Patient Support, Hospice Patient, Women’s Cancer Fund, Women’s Giving Circle, Can Cancer, and Employee Assistance; and Equipment Purchases and Services supported in the fiscal-year report for 2017-2018.

The Foundation is committed to \$1M in funding new hospital equipment, which can be purchased now or in the future and will continue to take requests from outside clinics and programs above the dedicated \$1M. In addition, the Foundation has received a verbal pledge of \$35K from the SPCH Auxiliary to purchase cafeteria equipment in the new hospital.

BOARD ITEMS/ADMINISTRATIVE REPORTS:

Hospital Construction Tour (4 p.m.): Jason Brown, Neenan Construction, led the board of directors and hospital staff on a tour of the new hospital construction site. Group returned to the Education Conference Room at 4:38 p.m.

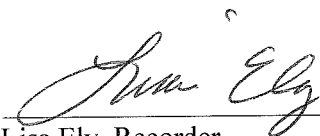
MRI Financing: Ralph Breitenstein discussed the district’s proposal to commit to a lease for a new MRI. Samaritan negotiated the purchase of both an MRI and a CT scanner, which allowed the price of the MRI to come in under the cost of the last MRI purchase. New MRI cost is \$850K. The CT scanner will be purchased by Samaritan Health Services.

Ralph Breitenstein made a motion for Tyler Jacobson to draw up a lease agreement for the district to commit to \$850K to help purchase the new MRI. Bonnie Saxton seconded with note of interest rate to be carried on by agreement. Motion carried by unanimous voice vote.

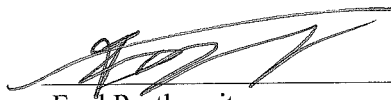
Seismic Grant: Joe Kunkel, District Project Manager, presented an informational PowerPoint in regards to the necessity of improvements to the current 1988 brick building. With the approval of the District in August 2016, the hospital applied for and received a \$1.5M seismic grant from the State of Oregon to upgrade the Life and Safety for Immediate Occupancy of the building. The grant application required a match from the District to complete the project as the cost of the upgrade would exceed \$1.5. Kunkel presented options and improvements to consider while completing the upgrade, including installing Helical Piers and replacing windows and exterior brick. The total project would require a maximum of \$800,900 from the District.

Chairperson David Long requested a motion. Bonnie Saxton moved to fund all recommended upgrades at a maximum cost of \$800,900 from the District, Kath Schonau seconded. Motion carried by a unanimous voice vote.

ADJOURN: As there was no further business to come before the Board, Chairperson David Long declared the meeting adjourned at 6:28 p.m.



Lisa Ely, Recorder
PACIFIC COMMUNITIES HEALTH
DISTRICT



Fred Postlewait
PACIFIC COMMUNITIES HEALTH
DISTRICT