

**PACIFIC COMMUNITIES HEALTH DISTRICT  
REGULAR MEETING MINUTES OF THE BOARD OF  
Monday, April 16, 2018**

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

**ABSENT:** Kath Schonau, Treasurer

**ALSO PRESENT:** Chris Minor, Legal Counsel                      Kathryn Doksum, CPA  
Jon Conner, Facilities Director                      Lesley Ogden, MD, CEO  
Lisa Ely, Recorder                      Ursula Marinelli, Dir. Coast Foundation

**CALLED TO ORDER:** Chairperson David Long called the regular monthly meeting of the Board of Directors to order at 3:57 p.m., in the Education Conference Room at Samaritan Pacific Communities Hospital.

**ASSISTIVE HEARING DEVICES:** Chairperson David Long 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 David Long requested confirmation of the meeting agenda.

*Ralph Breitenstein noted he would like to add the topic of Transportation.*

**APPROVAL OF MINUTES:** After review of the March 19, 2018, minutes Chairperson David Long asked for a motion to approve the minutes as presented.

Fred Postlewait requested an amendment to notes of MRI installation and payment to read as follows: "Bear interest from date of distribution of funds and payment to begin 30 days after installation."

*Ralph Breitenstein moved to approve the minutes from March 19, 2018 with note of amendment. Fred Postlewait seconded the motion. Motion carried by unanimous voice vote.*

**FINANCIAL REPORTS – March 2018:** Kathryn Doksum presented the March financial reports for review and approval. Presented were the March 2018 Balance Sheet, Check Register, Bond Requisition and Interest Summary, PCHD Capital Fund, PCHD Debt Service Fund, and the Trend Analysis Report.

*Chairperson David Long requested a motion to approve the financials. Ralph Breitenstein moved to accept the financials. Fred Postlewait seconded. Motion carried by a unanimous voice vote.*

Kathryn Doksum reviewed the surplus list, which included two items.

*Chairperson David Long requested a motion to approve the surplus list. Fred Postlewait moved to approve. Bonnie Saxton seconded. Motion carried by a unanimous voice vote.*

**LEGAL REPORT FROM COUNSEL:** Chris Minor indicated the Letter of Intent with The Eye Center and Oregon Eye Consultants, LLC has been signed by all parties – the agreement between Samaritan and the District was signed by Ralph Breitenstein. Minor will create and memorialize the contributions to the clinic. There is a small additional variance needed for the Central Utility Plant (CUP) height for air handlers. In actuality, the CUP will not be increasing in height, but adding to the total area of the enclosure. Minor will connect with Jon Conner and Joe Kunkel for draft information for the application, which will then be submitted to the City of Newport. Minor suggested that a board member be elected as the District’s representative to sign on behalf of the District. Ralph Breitenstein volunteered as representative.

*Chairperson David Long requested a motion to have Ralph Breitenstein represent the District. Fred Postlewait moved to approve. Bonnie Saxton seconded. Motion carried by a unanimous voice vote.*

## **HOSPITAL REPORT:**

Lesley Ogden provided the following report:

### **Quality & Service Excellence**

- Quality Directors are working on updating documents and training for managers on ISO 9001:2015 (basis of DNV quality improvement program)
- Details of our plans to reach CMS 4-Star Status:
  - Provider-guided Inpatient & outpatient medication reconciliation taskforce
  - Wound assessment rounds – start date pending
  - Readmission – evaluating LACE readmission tool & use of coastal home visit nurse for high risk patients, continue expansion of Complex Care Clinic from COPD patients to also include CHF and Supportive Care Services
  - Infection Prevention
    - Black light implementation in surgery, hospital & clinics coming soon
    - Participating in CDC Targeted Assessment for Prevention (TAP) C.difficile survey
  - Patient Satisfaction –
    - Ignite the Patient Experience on-site assessment with Brian Lee of Custom Learning Systems (CLS), April-August 2018
    - Quietness at Night Initiative (Goal >65%, Q42017 = 51.1%) – kick-off meeting April 8<sup>th</sup>
  - Sepsis Taskforce (Goal >50%, Q42017 = 50%) – meeting monthly
- Leadership rounding software demonstration to SHS CEOs April 2<sup>nd</sup>
- CEO and Emergency Preparedness staff attended two-day event on Cascadia Event Preparation and we will be following up with new strategies for 3-week resiliency plan for power/water supplies for our coastal hospitals
- Regulatory – onsite visit from OHA for Mental Health Transport Custody Survey on 4/12

### **Employee Engagement**

- Employee Forum with CEO on April 6<sup>th</sup>, next on May 3<sup>rd</sup>
- System-wide Employee Engagement Survey underway
- Physician/Provider Recruitment
  - Radiology Services changed hands on March 15<sup>th</sup> from Newport Radiology to Corvallis Radiology. Efforts are now in place to expand capacity, patient satisfaction, and service lines (add interventional radiology services).
  - Hiring a coastal-based recruiting/retention specialist – *actively interviewing*
  - Physician Recruitment
    - Primary Care Medical Director – 1 candidate
    - Psychologist (2) – 1 candidate
    - Walk-In Clinic Provider – 1 candidate

- LCSW
- Family/Internal Medicine Physicians/Providers – 2 candidates
- Orthopedics – 1 candidate
- CRNA – 5 candidates
- 12 permanent providers (5 physicians) added from January 2017 to July 2018

#### Staff Recruitment

- o ED Manager – *actively interviewing*
- o Rehabilitation Manager – *offer accepted by Jennifer Miller*
- o COO – *Jane Russell accepted job offer, now in background check/drug testing prior to announcement*
- o Clinics Director – *actively interviewing*

#### Sustainability

- Census and Utilization: March information pending.
- Financial Results: March information pending. YTD (\$656,430)
- Expense Control: Efforts continue to identify both cost cutting measures and to maintain our current FTE count

#### Community Partnership

- CEO community outreach to:
  - o Rotary Newport on Provider Recruitment/Retention – March 1<sup>st</sup>
  - o KNPT Radio on SamFit Newport – March 8<sup>th</sup>
  - o Oregon Workforce Needs Forum in Portland – March 22<sup>nd</sup>
  - o Life at the Beach Radio Show (broadcasted on BOSS Radio - Astoria to Yachats) on Lincoln County coastal hospital updates – March 27<sup>th</sup>
  - o Women's Giving Circle on SPCH Provider Recruiting/Retention – April 4<sup>th</sup>
- Upcoming PR Opportunities
  - o BOSS Radio with Cheryl Harle – April 6<sup>th</sup>
  - o Healthy Smiles for All Dinner – Lincoln County Oral Health Coalition – April 12<sup>th</sup>
  - o Lincoln County Board of Realtors – April 19<sup>th</sup>
  - o Rural Healthcare Summit at University of Oregon – April 22<sup>nd</sup>
  - o Life at the Beach Radio Show (broadcasted on BOSS Radio - Astoria to Yachats) on Lincoln County coastal hospital updates – May 22<sup>nd</sup>
  - o OCCC Small Business Management Program Graduation Keynote Speaker – June 6<sup>th</sup>

**CONSTRUCTION PROJECTS:** Jon Conner reported the brick work has started on the exterior building of the new hospital. There are just few housekeeping items for concrete for the CUP and the penthouse. System West Engineering has been commissioned as a third party to verify operations are correct. The second floor of SamFit was finalized on April 4 and 5. First day of patient care started April 9. Conner is currently reconfiguring a move for the two independent clinics; Silver Falls Dermatology and ENT, which will relocate to the old physical therapy location in the hospital; Sleep Lab will relocate to SamFit; and Nephrology and will relocate to the Walk-In Clinic modular. The ENT building will be vacated by May 4.

**FOUNDATION REPORT:** Ursula Marinelli, Foundation Director, presented 2018 first quarter written report, which included financials, grants, funds, equipment purchases and services supported.

**BOARD ITEMS/ADMINISTRATIVE REPORTS:** 2018-2019 Budget Calendar was reviewed. Kathryn Doksum was appointed as Budget Officer.

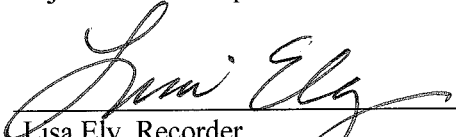
*Chairperson David Long requested a motion to approve the 2018-2019 budget calendar and Kathryn Doksum as Budget Officer. Bonnie Saxton moved to accept. Ralph Breitenstein seconded. Motion carried by a unanimous voice vote.*

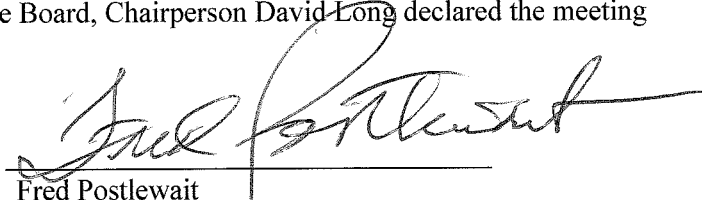
**ADDITIONAL ITEMS:**

**Housing:** Bonnie Saxton brought forth an idea regarding the shortage of housing in the area. Saxton noted the District owns two vacant lots – each 50 feet wide by 100 feet long, which are located next to Avamere. Future development for housing needs near the hospital for providers, medical residents, and students could be very beneficial for the District and Samaritan.

**Transportation:** Ralph Breitenstein recently attended a Vision 2040 City meeting. During the meeting the 60 + Senior Board of Directors informed the group that health care is at the top of their list, especially transportation needs for patients to and from the hospital. Breitenstein invited the group to attend a future PCHD meeting to share their concerns.

**ADJOURN:** As there was no further business to come before the Board, Chairperson David Long declared the meeting adjourned at 5:13 p.m.

  
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Lisa Ely, Recorder  
PACIFIC COMMUNITIES HEALTH  
DISTRICT

  
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Fred Postlewait  
PACIFIC COMMUNITIES HEALTH  
DISTRICT