
BOARD OF COMMISSIONERS MEETING MINUTES

Thursday, August 28, 2008

Whitehead Center Conference Room

I. CALL TO ORDER

Commissioner Schroeder called the meeting to order at 7:00pm with the pledge of allegiance.

Commissioners:

Stephen Kenny, John Schroeder, Patricia O'Brien, Timothy Straub, Charles Potter, Dorothy Walton-Luglan and Brenda Robinson

Hospital Staff:

Jim Tavary, Howard Saxton, Julie Petersen, Dawn Koch, Steve Broussard, and Mark Sanders.

Public:

Mike Sonner and Paul Bailey from LeMaster Daniels.

II. MINUTES

Motion was made by Commissioner Potter, seconded by Commissioner Robinson and passed by the Board to approve minutes of the July Board Meeting as presented.

III. GUEST SPEAKER

A. LeMaster Daniels Presentation – Paul Bailey and Mike Sonner

Paul Bailey reviewed the auditors report with the Board; he explained the differences between this years report and last years. New regulations were put into place for reporting so Mr. Bailey explained those differences. Mr. Bailey then presented the financial report and explained the charts involved with this report. The Boards questions were answered by both Mr. Bailey and Mr. Sonner.

IV. REPORTS

A. Medical Staff – Jim Tavary

The following applications were submitted for reappointment: John Allen, DO; Brooks Watson, MD; and Thatcher Felt, DO. These applications have been before and approved by the medical staff and are recommended for reappointment to the medical staff of Prosser Memorial Hospital.

Motion was made by Commissioner Walton-Luglan, seconded by Commissioner Straub, and passed by the Board to accept John Allen, DO; Brooks Watson, MD; and Thatcher Felt, DO to the medical staff as presented.

B. FINANCE

Bad Debt / Charity Care / Vouchers / Personal Expense Claims

Motion was made by Commissioner Kenny, seconded by Commissioner Robinson, and passed by the Board to approve 306 bad debt accounts totaling \$184,433, and 34 charity care accounts totaling \$13,905.

Voucher Lists

Motion was made by Commissioner Kenny, seconded by Commissioner Walton-Luglan, and passed by the Board to approve payroll vouchers 37339 through 37497 and A/P vouchers 64428 through 64958, sum of the two types totaling \$2,602,536.77.

Personal Expense Claims

Motion was made by Commissioner Kenny, seconded by Commissioner Walton-Luglan, and passed by the Board to pay four pre-approved, budgeted travel personal expense claims in the amount of \$2,979.40.

Resolution 855, Surplus Property

Motion was made by Commissioner Kenny, seconded by Commissioner Walton-Luglan, and passed by the Board to approve Resolution 855 for Surplus Property as presented.

Five Minute Education – Julie Petersen

Ms. Petersen presented on Debt Capacity and Voter Approved Debt.

B. CEO REPORT

The CEO report was distributed earlier in the week, however, Mr. Tavary had some additions that he presented via PowerPoint.

C. PROFESSIONAL RELATIONS COMMITTEE REPORT

A good portion of the committee discussions were focused around the ordering of tests by physicians and the accuracy of whom the results were delivered to. Dr. Lane had seen an improvement in the process and several employees are working to alleviate the issue.

D. CAPITAL CAMPAIGN UPDATE

Dave Wycoff and Mike Hogue will sponsor an event that will give PMH Foundation a forum to present the capital campaign to many people. After the several meetings that have been held there is much optimism behind raising the funds.

E. QUALITY & PATIENT SAFETY REPORT

No report was given.

F. T<C PROJECT STATUS REPORT

No report was given.

V. OLD BUSINESS

A. T<C COMMITTEE MAKE-UP

Julie Petersen distributed a flyer that the District utilizes to determine what type agreement the District should maintain with an individual not employed by the hospital. There is a Business Associates agreement which is an agreement that is made with outside vendors who will have access to Protected Health Information (PHI). There is also the agreement that the District makes with volunteers.

The Board discussed options for the T<C committee.

Motion was made by Commissioner Potter as to the make up the Transitional and Long Term Care committee recommending the committee consist of two Board members, three management and six Community Members which was amended to seven. The role of the management level participants would not include voting as members of the committee. Motion was seconded by Commissioner Walton-Luglan. Discussion included comments from Commissioner Schroeder, which were distributed for review; duties of the committee were brought forward in the notes distributed. Commissioner Schroeder recommended that the committee be made up of three Board Members, five members from the hospital staff and five to seven community members. Commissioner Schroeder would also like to see the talks continue with Eagle Healthcare while the new committee is working through their duties; Commissioner O'Brien stated that she would not support this. By a vote of four in favor, two against and one abstain Commissioner Potter's motion was accepted as amended.

Three Board members were on the previous committee, they will be extended an invitation first to serve. The committee will be a Board Committee and an amendment to the By-Laws will be brought before the Board next meeting to allow.

Motion was made by Commissioner Potter to suspend current discussions with Eagle Healthcare, seconded by Commissioner Robinson and passed by the Board to suspend discussions with Eagle.

B. CAPITAL CAMPAIGN

Commissioner Potter opened discussions regarding Mr. Tavary's memo on the capital campaign, he is concerned about breaking ground on the project at 50% of the funds raised and would like to increase the target to 75 or 80%.

Motion was made by Commissioner Walton-Luglan to start the renovation process at the amount of one million dollar in pledges. Motion was seconded by Commissioner Potter and passed by the Board.

VI. NEW BUSINESS

A. CAPITAL REQUEST

Steve Broussard came before the Board with Mark Sanders to request flooring for the upper level of the facility. A PowerPoint presentation was given demonstrating the current conditions of the carpeting and tile on the floor. An estimated project total comes to \$117,243.78 with \$66,420.74 for LTC, \$43,203.04 for the hospital, \$7,500 in architectural fees, and \$120.00 for the DOH flat rate review fee.

Motion was made by Commissioner Straub, seconded by Commissioner Kenny and passed by the Board to approve the construction project as presented.

B. RESOLUTION 856

Commissioner Schroeder read Resolution 856 to the Board in support of Proposition #1 in support of the Yakima County EMS District formation. Commissioner O'Brien requested a letter of support from Yakima County as well as the cities of Grandview and Mabton assuring that PMH ambulance services will be utilized,

Motion was made by Commissioner Straub, seconded by Commissioner Robinson and passed by the Board to support Resolution 856 as presented.

VII. OTHER BUSINESS

VIII. EXECUTIVE SESSION

The Board adjourned to executive session at 10: 25 to discuss an administration personnel matter. RCW 42.30.110(1)(g)

The Board returned to regular session at 11:10 p.m.

After reconvening to regular session, the Board took the following action:

Motion was made by Commissioner Straub, seconded by Commissioner Walton-Luglan and passed by the Board that it is with deep regret the Board of Commissioners of Prosser Public Hospital District accepts the letter of resignation by Jim Tavary, CEO of Prosser Memorial Hospital, which was dated August 26, 2008. The Board also accepts the ninety (90) day notice by Jim Tavary, with final termination being about November 24, 2008.

IX. ADJOURNMENT

The meeting was adjourned at 11:15 p.m.

X. FUTURE MEETING DATES

September 23, 2008 (Special Board Education)
September 25, 2008

John Schroeder, Commissioner
President of the Board

Charles Potter, Commissioner
Secretary of the Board