



**Board of Commissioners
Work Session Minutes
June 6, 2018**

The regular meeting of the Board of Commissioners of Olympic Medical Center was called to order at 12:30 pm by Board President John Beitzel in the Sequim Medical Services Building Upstairs Conference Room, and was opened with the pledge of allegiance. Also in attendance were Commissioners Thom Hightower, Jean Hordyk, Jim Leskinovitch, John Miles, MD, John Nutter; CEO/Administrator Eric Lewis; CNO/COO Lorraine Wall, RN; CMO/Safety Officer Scott Kennedy, MD; OMP CPO Joshua Jones, MD; CFO Darryl Wolfe; CHRO/General Counsel Jennifer Burkhardt; Communications and Public Relations Manager Bobby Beeman; Marketing Manager Jeff Anderson; staff; public participants and Executive Assistant Gay Lynn Iseri. Commissioner Tom Oblak and Risk and Compliance Officer Donna Davison were excused.

Employee Recognition - Joshua Jones, MD, OMP Chief Physician Officer and Scott Kennedy, MD, Chief Medical Officer

The following employees were honored for going above and beyond in their roles at Olympic Medical Physicians/Olympic Medical Center: Delanie Critchfield, Fara Butler, Maria Elvrum, Stephanie VanWinkle, Kelsee Christianson, Debbie Daly and Priscilla Spence. Also honored were employees Pam Cadden, Sheryl Greer, Suzette Parris and Lydia Rodgers.

OMC Foundation Update – Bruce Skinner, Executive Director

It was announced the 2018 Great Olympic Peninsula Duck Derby was the most successful in history in revenue raised. Also, \$150,000 was presented to the OMC Heart Center to go toward a new nuclear imaging camera for cardiac stress testing. Kara Urnes, MD, noted the new nuclear camera was more advanced than the old one taking one half to one third less time for testing with less radiation exposure.

Tele-psych Agreement – Lorraine Wall, RN, Chief Nursing Officer/Hospital Chief Operating Officer

Approval was sought for the agreement with Insight to provide 24/7/365 tele-psychiatry services for pediatric to geriatric patients. Three types of services would be provided: emergent within 1 hour, by day end, and via telephone. The set up cost is \$8,750 and the monthly fee is \$3,900 per month. The contract is based on 50 encounters per month anticipating 25 emergent cases, 15 same day cases, and 10 via telephone cases. This estimate will be evaluated and the contract adjusted if necessary. The current agreement with Peninsula Behavioral Health will be cancelled.

MOTION: To approve the 3-year agreement with InSight for tele-psychiatry services for a set up cost of EIGHT THOUSAND SEVEN HUNDRED FIFTY DOLLARS (\$8,750), and estimated monthly cost based on FIFTY (50) interactions for approximately ELEVEN THOUSAND NINE HUNDRED DOLLARS (\$11,900) as presented.

Discussion: Commissioner Leskinovitch commended this work and reiterated the importance of mental health care in this country. **Motion carried unanimously.**

Olympic Medical Physicians Update – Joshua Jones, MD, OMP Chief Physician Officer

Medical Directorships and Administrative Compensation for Providers Policy

This policy will help provide Olympic Medical Physicians with an effective management structure.

MOTION: To approve the Medical Directorships and Administrative Compensation for Providers Policy as presented. **Motion carried unanimously.**

OMP Employment Agreements

The agreement with Robin Sterin, PA-C was presented for consideration. She would begin in early September, and will focus on inpatient and emergency department coverage.

MOTION: To approve the Olympic Medical Physicians employment agreement with Robin Sterin, PA-C, orthopedics, at the annual salary of ONE HUNDRED TWENTY THREE THOUSAND TWO HUNDRED SEVENTY THREE DOLLARS (\$123,273) as presented. **Motion carried unanimously.**

The agreement with Sara Squyers, PA-C, was presented for consideration. The agreement is for half time work, and she would be available mid-September. As she already lives in Sequim, there would be no relocation costs. The agreement includes a \$5,000 signing bonus forgiven after two years.

MOTION: To approve the Olympic Medical Physicians employment agreement with Sara Squyres, PA-C, urology, at the annual salary of SIXTY ONE THOUSAND THREE HUNDRED THIRTY SEVEN DOLLARS (\$61,337) as presented. **Motion carried unanimously.**

Professional Services Agreement Amendment

This amendment to the agreement would increase the not to exceed for per diem contract to provide medical oncology services. It would not increase the daily rate of pay, only allow for more hours of service at the cancer center.

MOTION: To approve the amendment to the professional services agreement with Thomas Kummet, MD, medical oncologist, to increase the annual not to exceed by ONE HUNDRED FIFTY THOUSAND DOLLARS (\$150,000) as presented.
Motion carried unanimously.

Sequim Free Clinic Update – John Beitzel, Board President

Board President Beitzel presented an update about the Sequim Free Clinic, also known as the Dungeness Valley Health and Wellness Clinic. OMC provides financial support to the clinic's patients for laboratory and diagnostic imaging services at appropriate OMC facilities. This clinic is the only free clinic in the county, and exists because of community support. Since the clinic was established sixteen years ago, over \$4 million dollars of health care has been provided to the community. Data was presented showing patient demographics have been the same since the clinic opened within 2-3%. Patient Demographics for 2017 include 55% female, 45% male, 86% have no local doctor, 66% have no insurance, 46% are employed, and 61% are under the age of 50. A census comparison was also noted. The clinic believes wellness is a responsibility and lifestyles need to be managed. As the board liaison to the clinic, Mr. Beitzel hopes to present this update to the board quarterly.

Sequim Campus Update – Eric Lewis, Chief Executive Officer

Olympic Medical Center continues to be committed to serving the Sequim community. OMC provides the following 18 services in Sequim: cancer care, primary care, pediatrics, women's health, walk-in clinic, cardiology, gastroenterology, urology, sleep medicine, orthopedics, neurology, physical therapy and rehabilitation, home health, nutrition services, laboratory and diagnostic imaging, diabetes care, and wellness services. The cancer center and primary care expansion project is underway to increase space for pharmacy, medical oncology and infusion, and for additional primary care provider space to increase access. In addition, outpatient surgery is being updated and expanded. Increasing primary care access is the top priority. The collaborative care model integrates mental health with primary care. Partnering with the Jamestown Family Health Clinic helps ensure primary care needs in the community. The OMC Wellness Center at the YMCA focuses on prevention and wellness. It was announced that the April and October board meetings will now occur in Sequim on the first Wednesday of the month.

Debt Issuance – Darryl Wolfe, Chief Financial Officer

The resolution authorizing a \$20 million limited tax general obligation bond with Key Bank was presented for consideration. This will help pay for projects over the next few years.

MOTION: To approve Resolution 510 authorizing the issuance of a 20-year \$20 million limited tax general obligation bond to Key Bank Government Finance, Inc. at the rate of 4.14% as presented. **Motion carried unanimously.**

Architect Contract Amendment – Darryl Wolfe, Chief Financial Officer

This amendment to the 2017 agreement includes the addition of neighborhoods for the primary care building. This additional cost increases the total amount to \$1,406,837 which includes all the work for the project beginning to end.

MOTION: To approve the amendment to the agreement with Coates Design to include the scope for the Sequim Primary Care Expansion Project for the additional amount of FIVE HUNDRED NINETY SEVEN THOUSAND EIGHT HUNDRED THIRTY EIGHT DOLLARS (\$597,838) as presented. **Motion carried unanimously.**

Sequim Cancer Center and Primary Care Expansion Project Bid Authorization – Darryl Wolfe, Chief Financial Officer

Authorization to bid the project at the not to exceed cost of \$7 million was presented for consideration.

MOTION: To authorize the public bidding of the Sequim Cancer Center and Primary Care Expansion Project with the not to exceed cost of \$7 million as presented. **Motion carried unanimously.**

General Contractor/Construction Manager Agreement for Central Sterile Project – Darryl Wolfe, Financial Officer

The agreement for the central sterilization project in the basement was introduced. For this project, the general contractor/construction manager (GC/CM) process will be used instead of the lowest qualified bidder process. The intensity of the in house project requires close management. A proposal was received from Ram Construction, who is the most qualified at their cost of \$546,160 to manage the project. Approval will be sought at the next meeting.

Appointing a Deputy Auditor and Deputy Treasurer – Darryl Wolfe, Chief Financial Officer

Due to employee turnover, the resolution to update the deputy auditor and deputy treasurer roles was presented.

MOTION: To approve Resolution 509 Appointing a Deputy Auditor and Deputy Treasurer as presented. **Motion carried unanimously.**

OTHER

Board safety rounding will occur on June 14-15 over three shifts at the hospital.

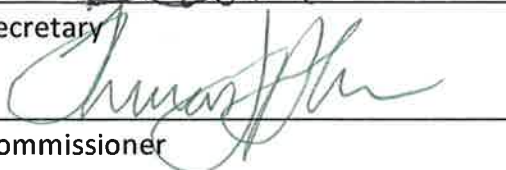
There being no further business, the meeting was finally adjourned at 1:27 pm.

APPROVED AND ADOPTED this 20th day of June, 2018.

ATTEST:



Secretary



Commissioner

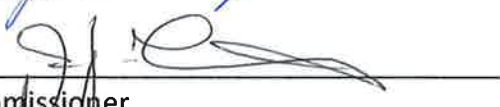
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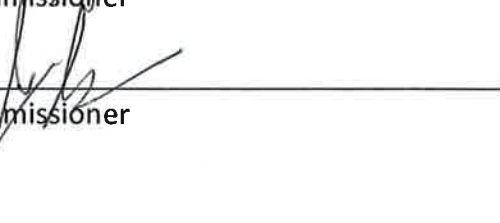
President



Commissioner



Commissioner



Commissioner