
Regular Session Agenda
January 6, 2016

<u>Call to Order & Minutes:</u> Action Requested	3:30
• December 16 Regular Session (pages 2-3)	
<u>Patient Story:</u> Joyce Cardinal	3:35
<u>Required Approvals:</u> Action Requested	3:40
• Medical Staff Credentials/Appointments/Reappointments (page 4)	
• Resolution 2016-01 Equipment Surplus (page 5)	
<u>Public Comment:</u>	3:45
<i>(Alternative methods of providing public comment on any item on the agenda or any other hospital issue is through a letter addressed to Commissioners at 834 Sheridan Street, Port Townsend, WA 98368 or email to Commissioners at commissioners@jgh.org)</i>	
<u>Presentation:</u> Jeff Randall	3:50
• Proposition No. 1 Port Townsend School District No. 50 Bonds to Construct and Improve Schools	
<u>Presentation:</u> Rick Thompson	4:05
• Proposition No. 1 Chimacum School District No. 49 Facility Improvement General Obligation Bonds	
<u>Presentation:</u> Dave Neupert/Patrick Irwin	4:15
• A Primer on Open Public Meetings and Public Records Act	
<u>Administrator's Update:</u> Mike Glenn	4:45
• ESSB Update	
<u>Board Business:</u>	5:00
• Election of Officers	
<u>Board Reports:</u>	5:05
<u>Adjournment:</u>	5:10

This Regular Session will be officially audio recorded.

**Jefferson County Public Hospital District No.2
Board of Commissioners
Regular Session Minutes
December 16, 2015
Jefferson Healthcare Conf Room
2500 W. Sims Way suite 302**

Call to Order:

The meeting was called to order at 3:31 pm by Chief Governing Officer Buhler. Present were Commissioners Buhler, De Leo, Dressler, Ready and Russell. Also present were Mike Glenn, CEO, Joyce Cardinal, CNO, Hilary Whittington, CFO, Lisa Holt, CAO, Kate Burke, Marketing Director, and Suzy White, Administrative Assistant. This meeting is being officially audio recorded by Jefferson Healthcare.

Patient Story:

Joyce Cardinal shared a hope letter from Chimacum School and a story about a nurse helping a patient reach out to family.

Minutes:

- Dec 2 Regular Session

Commissioner Dressler made a motion to approve Dec 2 regular session minutes as presented. Commissioner De Leo seconded the motion.

Action: Motion passed unanimously.

Required Approvals:

- Medical Staff Policies
- Nov Warrants and Adjustments
- Resolution 2015-27 Cancel Nov Warrants
- Resolution 2015-28 Equipment Surplus

Commissioner De Leo made a motion to approve medical staff policies as presented, November warrants and adjustments as presented, Resolution 2015-27 to cancel warrants as presented, and Resolution 2015-28 to surplus equipment as presented. Commissioner Dressler seconded the motion.

Action: Motion passed unanimously.

Resolution 2015-25:

- YMCA Collaboration

Commissioner Buhler recused herself due to a conflict of interest and handed over the discussion and voting to Commissioner Dressler.

Commissioner De Leo made a motion to approve Resolution 2015-25 to collaborate with YMCA as presented. Commissioner Russell seconded the motion.

Action: Motion passed 4 to 1 Commissioner Buhler was recused.

Public Comment:

A citizen thanked Commissioner Russell for his service and commitment to the county and commented on opportunities for alternative energy sources.

A citizen commented on the need to increase energy efficiency.

Financial Report:

Hilary Whittington gave a presentation on November’s financial performance.

Administrator’s Report:

Mike Glenn distributed a written report and gave a presentation looking back at activities and accomplishments in 2015.

Board Reports:

Commissioner Ready reported on the health improvement access to care task force. Commissioner Dressler reported on the immunization task force. Commissioner Buhler reported on the mental health task force.

- Resolution 2015-26

Commissioner Buhler made a motion to waive first reading and adopt resolution 2015-26 honoring Chuck Russell as presented. Commissioner Dressler seconded the motion.

Action: Motion passed 4 to 1 Commissioner Russell abstained.

Executive Session:

At 5:50 pm Commissioner Buhler announced the Commissioners will go into executive session to discuss personnel for the performance of a public employee and conclude at 6:20 pm. Action is expected. At 6:20 pm Commissioners came out of executive session and announced to extend executive session until 6:30 pm.

At 6:30 Commissioners came out of executive session and took the following action:

Resolution 2015-29

Commissioner Russell made a motion to increase the CEO’s PTO (paid time off) by 56 hours annually as presented. Commissioner De Leo seconded the motion.

Action: Motion passed approving resolution 2015-29, vote was 4 to 1 with Commissioner Ready opposed.

Adjournment:

Commissioner Dressler made a motion to adjourn the meeting, Commissioner Russell seconded the motion.

Action: Motion passed unanimously.

Meeting adjourned at 6:32 pm.

Approved by the Commission:

President of Commission: Jill Buhler _____

Secretary of Commission: Marie Dressler _____

FROM: Barbara York – Medical Staff Services
RE: **12-29-2015 Medical Executive Committee annual policy review recommendations for Board approval 1-6-2016**

C-0241

§485.627(a) Standard: Governing Body or Responsible Individual

The CAH has a governing body or an individual that assumes full legal responsibility for determining, implementing and monitoring policies governing the CAH'S total operation and for ensuring that those policies are administered so as to provide quality health care in a safe environment.

Interpretive Guidelines §485.627(a)

It is the responsibility of the governing body (or responsible individual) to appoint, with the advice of the medical staff, the individual practitioners to the medical staff. After considering medical staff recommendations, and in accordance with established CAH medical staff criteria and State and Federal laws and regulations, the governing body (or responsible individual) decides whether or not to appoint new medical staff members or to continue current members of the medical staff.

Recommended appointment to the provisional active/courtesy/allied health staff:

1. Bartscher, James, MD – TeleNeurology (credentialed by Swedish Medical Center)
2. Parker, Reina, MD – Emergency Medicine (temporary privileges since 12/11/15)

Reappointments:

Recommended reappointments to active staff with privileges as requested:

1. Harris, David, MD – FM/OB

Recommended Reappointments to courtesy staff with privileges as requested:

1. Berg, William, MD – TeleNeurology – (reappointed by Swedish Medical Center)
2. Castagno, Arthur, MD - TeleRadiology – RADIA
3. Koenig, Marc, MD – Diagnostic Radiology - RADIA
4. Nikomborirak, Jakdej, MD – Sleep Medicine
5. Panzer, Eric, MD – Emergency Medicine
6. Smith, Kent, DO – Emergency Medicine

Recommended Reappointments allied health staff with privileges as requested:

1. Kimball, Rebecca, ARNP - Oncology

RESOLUTION 2016-01

**A RESOLUTION TO DECLARE CERTAIN ITEMS SURPLUS TO THE NEEDS OF
JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2 AND
TO AUTHORIZE THE DISPOSAL OF SAID EQUIPMENT**

WHEREAS the item(s) of equipment enumerated below are obsolete and otherwise surplus to the needs of the District, and

WHEREAS said equipment now creates a storage problem and represents an unnecessary cost to the District to retain it,

NOW, THEREFORE BE IT RESOLVED THAT:

- 1) The following equipment be declared surplus to the immediate needs of Jefferson County Public Hospital District No. 2 and will be disposed of in compliance with appropriate State laws:

Description	Asset #	Serial #	Model #
ETO Gas Sterilizer	N/A	N/A	N/A
Steris IE Sterilizer	N/A	N/A	Steris IE

APPROVED THIS 6th day of January, 2016.

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

APPROVED BY THE COMMISSION:

Commission President – Jill Buhler: _____

Commission Secretary – Marie Dressler: _____

Attest:

Commissioner – Anthony De Leo: _____

Commissioner – Kees Kolff: _____

Commissioner – Matt Ready: _____