
Regular Session Agenda
Wednesday, January 22, 2020

<u>Call to Order:</u>	2:30
<u>Approve Agenda:</u>	2:30
<u>Education Topic:</u>	2:31
• Just Culture	
○ Brandie Manuel, Chief Pt Safety and Quality Officer	
• State Auditors Exit Conference	3:00
<u>Break:</u>	3:25
<u>Patient Story:</u> Tina Toner, CNO	3:30
<u>Minutes:</u> Action Requested	3:40
• December 16, 2019 Special Session (Pg. 2-3)	
• December 18, 2019 Special Session (Pg. 4-7)	
<u>Required Approvals:</u> Action Requested	3:42
• December Warrants and Adjustment (Pg. 8-13)	
• Resolution 2020-01 Cash Drawer and Petty Cash Funds (Pg. 14-15)	
• Medical Staff Credentials/ Appointments/ Reappointments (Pg. 16)	
<u>Public Comment:</u>	3:45
<i>(In lieu of in-person comment, members of the public may provide comment on any agenda item or any other matter related to the District via a letter addressed to the Commissioners at 834 Sheridan Street, Port Townsend, Washington 98368, or via email to commissioners@jeffersonhealthcare.org.</i>	
<u>Financial Report:</u> Jason McCormick, Interim Chief Financial Officer	3:55
<u>Quality Report:</u> Brandie Manuel, Chief Pt Safety and Quality Officer	4:05
<u>Administrative Report:</u> Mike Glenn, CEO	4:15
<u>Chief Medical Officer Report:</u> Dr. Joseph Mattern, MD, CMO	4:25
<u>Board Business:</u>	4:35
• Election of Officers	
• Adopt Board Book	
• Adopt Board Calendar	
• Adopt Committee Assignments	
<u>Meeting Evaluation:</u>	4:50
<u>Conclude:</u>	5:00

This Regular Session will be officially audio recorded.
Times shown in agenda are estimates only.

Jefferson County Public Hospital District No.2
Board of Commissioners, Special Session Minutes
Monday, December 16, 2019
Victor J. Dirksen Conference Room

Call to Order:

The meeting was called to order at 9:00am by Board Chair Buhler Rienstra. Present were Commissioners Dressler, McComas, and Ready. Also, in attendance were Mike Glenn, CEO, Jon French, Chief Legal Officer, and Alyssa Rodrigues, Administrative Assistant were also in attendance. This meeting was officially audio recorded by Jefferson Healthcare.

Approve Agenda:

No approval necessary for Special Session agenda.

Executive Session:

- Current or potential litigation

Commissioner Buhler Rienstra announced that the board will go into Executive Session at 9:02am for 28 minutes to discuss current or potential litigation and will come out at 9:30am. Attorneys are present. No action expected.

Commissioners went into Executive Session at 9:02am for 28 minutes and came out at 9:30am. No public present.

Commissioner Buhler Rienstra announced the board will go back into Executive Session at 9:30 for 30 minutes and came out at 10:00am.

Commissioners went into Executive Session at 9:30 for 30 minutes and came out at 10:00am. No public present.

Commissioner Buhler Rienstra announced the board will go back into Executive Session at 10:00am for 15 minutes and come out at 10:15am.

Commissioners went back into Executive Session at 10:00am for 15 minutes and came out at 10:16am. No public present. No action was taken.

Conclude:

Commissioner Dressler made a motion to conclude the meeting. Commissioner McComas seconded.

Action: Motion passed unanimously.

Meeting concluded at 10:16am.

Approved by the Commission:

Chair of Commission: Jill Buhler Rienstra _____

Secretary of Commission: Marie Dressler _____

DRAFT

Jefferson County Public Hospital District No.2
Board of Commissioners, Regular Session Minutes
Wednesday, December 18, 2019
Victor J. Dirksen Conference Room

Call to Order:

The meeting was called to order at 2:00pm by Board Chair Buhler Rienstra. Present were Commissioners Dressler, McComas and Ready. Commissioner Kolff arrived at 2:30pm. Also, in attendance were Mike Glenn, CEO, Jon French, Chief Legal Officer, Brandie Manuel, Chief Patient Safety and Quality Officer, Tina Toner, Chief Nursing Officer, Jenn Wharton, Chief Ambulatory and Medical Group Officer, Jason McCormick, Interim Chief Financial Officer and Alyssa Rodrigues, Administrative Assistant were also in attendance. This meeting was officially audio recorded by Jefferson Healthcare. Commissioner Kolff arrived at 2:30pm.

Approve Agenda:

No approval needed for special session.

Education:

- Review Board Book

Discussion ensued.

Commissioner Dressler made a motion to accept changes as is. Commissioner McComas seconded.

Discussion ensued.

Commissioner Dressler amended her motion to accept the new changes to the board book from the retreat as well as the recommendations made by Jon French, Chief Legal officer, which included a change to page 1 to state, "the adoption date of the current mission and vision statement was.." instead of " the original adoption date of the mission and vision statement was..", updating the last page to state current year on signature line and updating the revised date on front page. Commissioner McComas seconded.

Action: Motion passed 3 to 1 Commissioner Dressler, McComas, and Buhler Rienstra in favor, Ready opposed.

Discussion ensued.

Commissioner Ready made a motion to update the recording meetings section in board book to state, "If a commissioner decides to record a meeting on their own device it will be announced and no further discussion of it will be had since they are exercising their personal rights". Commissioner McComas seconded.

Discussion ensued.

Action: Motion failed 3 to 1. Commissioner Ready in favor. Commissioner Dressler, McComas, and Buhler Rienstra opposed.

Discussion ensued.

- Board Calendar

Discussion ensued.

Break:

Commissioners recessed for break at 2:35 pm.

Commissioners reconvened from break at 3:30pm.

Patient Story:

Tina Toner, CNO, provided the patient story which explained how Jefferson Healthcare supports the death and dying process and a patient's personal story regarding their death and dying experience.

Minutes:

- November 13, 2019 Special Session
- November 27, 2019 Regular Session

Commissioner Dressler made a motion to approve the November 13, 2019 Special Session Minutes, November 27, 2019 Regular Session Minutes. Commissioner McComas seconded.

Action: Motion passed unanimously.

Required Approvals: Action Requested

- November Warrants and Adjustments
- Resolution 2019-21 Surplus Equipment
- Medical Staff Credentials/Appointments/Reappointments

Commissioner Dressler made a motion to approve the November Warrants and Adjustments, Resolution 2019-21 Surplus Equipment, Medical Staff Credentials/ Appointments/ Reappointment, Commissioner Kolff seconded.

Action: Motion passed unanimously.

Public Comment:

No public comment was made.

Financial Report:

Jason McCormick, Interim CFO, presented the November Financial Report.

Discussion ensued.

Quality Report:

Brandie Manuel, Chief Patient Safety and Quality Officer, presented the November Quality report.

Discussion ensued.

Administrative Report

Mike Glenn, CEO, introduced Dr. Molly Parker's Childcare Task Force report.

Childcare Task Force:

Dr. Molly Parker, MD, Medical Director, Population Health, presented the Childcare Task Force report.

Discussion ensued.

Board Business:

Commissioner Kolff reported that the Board of Health recently had a meeting and one of the topics was the possibility of the Board of Health declaring climate change as a health emergency.

Meeting Evaluation:

Commissioners evaluated the meeting.

Executive Session:

- Performance of a public employee

Commissioner Buhler Rienstra announced they will go into Executive Session for 15 minutes to discuss the performance of a public employee. Action may be taken. Commissioner went into Executive Session at 4:25pm.

Commissioners came out of Executive Session at 4:40pm. No public present.

Commissioner Buhler Rienstra announced the board will go back into Executive Session for 10 minutes to continue the discussion of the performance of a public employee. Action may be taken. Commissioners went into Executive Session at 4:40pm.

Commissioners came out of Executive Session at 4:50pm. No public present.

Commissioner Buhler Rienstra announced the board will go back into Executive Session for 10 minutes to continue the discussion of the performance of a public employee. Action may be taken. Commissioners went into Executive Session at 4:50pm.

Commissioners came out of Executive Session at 5:00pm. No public present.

Commissioner Dressler made a motion to give the CEO a 3% increase, 40 hours of PTO and allow the CEO to cash out no more than 100 hours of earned but unused PTO and/or direct no more than 100 hours earned but unused PTO to a 457F deferred compensation plan. Commissioner McComas seconded.

Action: Motion passed 4 to 1, Commissioners McComas, Kolff, Dressler, Buhler Rienstra in favor. Commissioner Ready opposed.

Discussion ensued.

Conclude:

Commissioner McComas made a motion to conclude the meeting. Commissioner Dressler seconded.

Action: Motion passed unanimously.

Meeting concluded at 5:06pm.

Approved by the Commission:

Chair of Commission: Jill Buhler Rienstra _____

Secretary of Commission: Marie Dressler _____

Gross Revenue
Inpatient Revenue
Outpatient Revenue

Total Gross Revenue

Revenue Adjustments

Cost Adjustment Medicaid
Cost Adjustment Medicare
Charity Care
Contractual Allowances Other
Administrative Adjustments
Allowance for Uncollectible Accounts

Total Revenue Adjustments

Net Patient Service Revenue

Other Revenue

340B Revenue
Other Operating Revenue

Total Operating Revenues

Operating Expenses

Salaries And Wages
Employee Benefits
Professional Fees
Purchased Services
Supplies
Insurance
Leases And Rentals
Depreciation And Amortization
Repairs And Maintenance
Utilities
Licenses And Taxes
Other

Total Operating Expenses

Operating Income (Loss)

Non Operating Revenues (Expenses)

Taxation For Maint Operations
Taxation For Debt Service
Investment Income
Interest Expense
Bond Issuance Costs
Gain or (Loss) on Disposed Asset
Contributions

Total Non Operating Revenues (Expenses)

Change in Net Position (Loss)

	December 2019 Actual	December 2019 Budget	Variance Favorable/ (Unfavorable)	%	December 2019 YTD	December 2019 Budget YTD	Variance Favorable/ (Unfavorable)	%	December 2018 YTD
Gross Revenue									
Inpatient Revenue	3,548,386	4,174,905	(626,520)	-15%	45,443,362	49,155,911	(3,712,550)	-8%	44,536,959
Outpatient Revenue	18,973,048	16,991,921	1,981,127	12%	215,981,528	200,065,234	15,916,294	8%	182,829,052
Total Gross Revenue	22,521,433	21,166,826	1,354,608	6%	261,424,890	249,221,145	12,203,745	5%	227,366,011
Revenue Adjustments									
Cost Adjustment Medicaid	1,908,401	2,050,715	142,314	7%	22,635,922	24,145,405	1,509,483	6%	21,742,354
Cost Adjustment Medicare	7,319,867	7,241,107	(78,760)	-1%	91,618,990	85,257,801	(6,361,188)	-7%	74,145,841
Charity Care	349,543	242,095	(107,448)	-44%	3,133,646	2,850,459	(283,187)	-10%	2,363,239
Contractual Allowances Other	1,476,770	1,577,996	101,226	6%	20,904,825	18,579,546	(2,325,279)	-13%	18,266,670
Administrative Adjustments	34,420	94,156	59,736	63%	1,010,138	1,108,613	98,475	9%	1,583,906
Allowance for Uncollectible Accounts	206,535	274,970	68,435	25%	3,601,377	3,237,531	(363,846)	-11%	2,539,973
Total Revenue Adjustments	11,295,536	11,481,040	185,503	2%	142,904,898	135,179,355	(7,725,542)	-6%	120,641,984
Net Patient Service Revenue	11,225,897	9,685,786	1,540,111	16%	118,519,992	114,041,790	4,478,202	4%	106,724,027
Other Revenue									
340B Revenue	287,449	325,969	(38,520)	-12%	3,951,702	3,838,000	113,702	3%	3,473,711
Other Operating Revenue	202,481	453,168	(250,687)	-55%	3,438,997	5,335,671	(1,896,674)	-36%	2,196,263
Total Operating Revenues	11,715,827	10,464,923	1,250,903	12%	125,910,691	123,215,461	2,695,230	2%	112,394,002
Operating Expenses									
Salaries And Wages	5,460,109	5,032,345	(427,764)	-9%	57,806,344	59,251,519	1,445,175	2%	53,801,634
Employee Benefits	1,243,849	1,258,959	15,109	1%	14,154,086	14,823,152	669,066	5%	13,499,328
Professional Fees	437,063	353,257	(83,806)	-24%	5,386,290	4,159,300	(1,226,990)	-29%	4,937,240
Purchased Services	609,436	680,892	71,456	10%	7,449,709	8,016,924	567,214	7%	6,200,407
Supplies	2,243,084	1,815,999	(427,085)	-24%	23,611,111	21,381,838	(2,229,273)	-10%	18,385,707
Insurance	72,826	54,427	(18,400)	-34%	697,052	640,829	(56,223)	-9%	740,154
Leases And Rentals	204,455	159,049	(45,406)	-29%	1,631,572	1,872,664	241,092	13%	1,547,348
Depreciation And Amortization	407,211	417,796	10,585	3%	4,725,850	4,919,190	193,339	4%	4,703,576
Repairs And Maintenance	16,654	97,708	81,054	83%	678,960	1,150,430	471,470	41%	634,624
Utilities	111,382	107,104	(4,278)	-4%	1,178,647	1,261,060	82,413	7%	1,148,119
Licenses And Taxes	70,378	55,617	(14,761)	-27%	730,364	654,849	(75,515)	-12%	641,424
Other	340,416	206,863	(133,554)	-65%	2,429,656	2,435,636	5,980	0%	1,873,659
Total Operating Expenses	11,216,864	10,240,015	(976,849)	-10%	120,479,642	120,567,390	87,748	0%	108,113,219
Operating Income (Loss)	498,962	224,908	274,054	122%	5,431,049	2,648,071	2,782,978	105%	4,280,782
Non Operating Revenues (Expenses)									
Taxation For Maint Operations	20,825	21,530	(705)	-3%	249,900	253,500	(3,600)	-1%	265,881
Taxation For Debt Service	19,455	19,373	82	0%	233,457	228,100	5,357	2%	195,318
Investment Income	33,857	28,180	5,677	20%	531,362	331,800	199,562	60%	416,446
Interest Expense	(80,766)	(84,693)	3,927	5%	(977,981)	(997,181)	19,200	2%	(1,033,105)
Bond Issuance Costs	-	-	-	0%	-	0	-	0%	0
Gain or (Loss) on Disposed Asset	-	-	-	0%	(61,507)	0	(61,507)	0%	2,922
Contributions	350	21,997	(21,647)	-98%	206,083	259,000	(52,917)	-20%	145,545
Total Non Operating Revenues (Expenses)	(6,278)	6,388	(12,666)	-198%	181,315	75,219	106,096	141%	(6,992)
Change in Net Position (Loss)	492,684	231,296	261,388	113%	5,612,364	2,723,290	2,889,074	106%	4,273,791

STATISTIC DESCRIPTION

	DECEMBER 2019						DECEMBER 2018			
	MO ACTUAL	MO BUDGET	% VARIANCE	YTD ACTUAL	YTD BUDGET	% VARIANCE	MO ACTUAL	% VARIANCE	YTD ACTUAL	% VARIANCE
FTEs - TOTAL (AVG)	583.55	615.68	5%	573.49	615.68	7%	549.94	-6%	542.69	-6%
FTEs - PRODUCTIVE (AVG)	519.35	553.64	6%	514.05	553.64	7%	505.02	-3%	485.84	-6%
ADJUSTED PATIENT DAYS	2,233	2,271	-2%	25,530	26,741	-5%	2,093	7%	23,536	8%
ICU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)	74	86	-14%	864	1,014	-15%	64	16%	936	-8%
ACU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)	291	350	-17%	3,779	4,116	-8%	280	4%	3,768	0%
SWING IP PATIENT DAYS (MIDNIGHT CENSUS)	39	8	388%	201	97	107%	14	179%	145	28%
PATIENT DAYS (ACU, ICU, SWING), INCLUDES OBSERVATION	404	444	-9%	4,844	5,227	-7%	358	13%	4,849	0%
BIRTHS	12	11	9%	112	125	-10%	5	140%	115	-3%
SURGERY CASES (IN OR)	131	109	20%	1,339	1,283	4%	98	34%	1,217	9%
SURGERY MINUTES (IN OR)	16,157	14,630	10%	174,972	172,258	2%	11,312	43%	159,498	9%
SPECIAL PROCEDURE CASES	60	77	-22%	834	911	-8%	55	9%	807	3%
LAB BILLABLE TESTS	17,586	18,954	-7%	221,752	223,168	-1%	15,335	15%	211,095	5%
BLOOD BANK UNITS MATCHED	35	60	-42%	536	705	-24%	35	0%	653	-22%
MRIs COMPLETED	189	169	12%	2,246	1,987	13%	153	24%	1,953	13%
CT SCANS COMPLETED	432	417	4%	5,720	4,909	17%	412	5%	5,015	12%
RADIOLOGY DIAGNOSTIC TESTS	1,481	1,500	-1%	17,752	17,663	1%	1,298	14%	16,773	6%
ECHOs COMPLETED	89	138	-36%	1,438	1,623	-11%	80	11%	1,292	10%
ULTRASOUNDS COMPLETED	322	327	-2%	3,878	3,851	1%	283	14%	3,693	5%
MAMMOGRAPHYS COMPLETED	250	249	0%	2,835	2,936	-3%	237	5%	2,864	-1%
NUCLEAR MEDICINE TESTS	39	58	-33%	436	687	-37%	21	86%	348	20%
TOTAL DIAGNOSTIC IMAGING TESTS	2,802	2,858	-2%	34,305	33,656	2%	2,484	13%	31,938	7%
PHARMACY MEDS DISPENSED	23,996	24,983	-4%	261,723	294,151	-11%	20,028	20%	264,598	-1%
ANTI COAG VISITS	429	549	-22%	4,671	6,460	-28%	375	14%	5,208	-11%
RESPIRATORY THERAPY PROCEDURES	3,247	3,467	-6%	42,603	40,818	4%	2,272	43%	36,548	14%
PULMONARY REHAB RVUs	226	272	-17%	2,709	3,203	-15%	218	4%	3,424	-26%
PHYSICAL THERAPY RVUs	6,357	7,559	-16%	84,970	89,001	-5%	6,647	-4%	85,952	-1%
OCCUPATIONAL THERAPY RVUs	604	1,321	-54%	10,723	15,551	-31%	901	-33%	14,151	-32%
SPEECH THERAPY RVUs	118	220	-46%	2,339	2,594	-10%	223	-47%	2,674	-14%
REHAB/PT/OT/ST RVUs	7,305	9,372	-22%	100,741	110,349	-9%	7,989	-9%	106,201	-5%
ER CENSUS	1,099	1,090	1%	12,684	12,828	-1%	962	14%	12,269	3%
EXPRESS CLINIC	980	671	46%	9,768	7,900	24%	753	30%	7,097	27%
SOCO PATIENT VISITS	189	195	-3%	1,936	2,300	-16%	133	42%	1,701	12%
PORT LUDLOW PATIENT VISITS	534	722	-26%	7,738	8,500	-9%	566	-6%	7,155	8%
SHERIDAN PATIENT VISITS	2,087	2,811	-26%	30,027	33,100	-9%	2,200	-5%	30,509	-2%
DENTAL CLINIC	280	212	32%	1,568	2,500	-37%		0%		100%
WATERSHIP CLINIC PATIENT VISITS	946	1,104	-14%	12,561	13,000	-3%	945	0%	12,453	1%
TOWNSEND PATIENT VISITS	570	630	-10%	6,855	7,420	-8%	557	2%	7,337	-7%
TOTAL RURAL HEALTH CLINIC VISITS	5,586	6,345	-12%	70,453	74,720	-6%	5,154	8%	66,252	6%
CARDIOLOGY CLINIC VISITS	309	285	8%	3,209	3,350	-4%	216	43%	2,841	11%
DERMATOLOGY CLINIC VISITS	478	560	-15%	6,287	6,599	-5%	375	27%	4,280	32%
GEN SURG PATIENT VISITS	296	322	-8%	4,020	3,797	6%	271	9%	3,593	11%
INFUSION CENTER VISITS	806	654	23%	9,105	7,700	18%	642	26%	7,339	19%
ONCOLOGY VISITS	511	510	0%	5,277	6,000	-12%	329	55%	4,196	20%
ORTHO PATIENT VISITS	646	639	1%	7,369	7,520	-2%	512	26%	6,741	9%
SLEEP CLINIC VISITS	227	197	15%	1,622	2,323	-30%	151	50%	2,235	-38%
SURGERY CENTER ENDOSCOPES	65	70	-7%	887	824	8%	59	10%	760	14%
WOMENS CLINIC VISITS	159	233	-32%	2,226	2,744	-19%	191	-17%	2,845	-28%
WOUND CLINIC VISITS	260	293	-11%	3,260	3,444	-5%	269	-3%	3,707	-14%
TOTAL SPECIALTY CLINIC VISITS	3,757	3,763	0%	43,262	44,301	-2%	3,015	25%	38,537	11%
SLEEP CENTER SLEEP STUDIES	65	75	-13%	746	880	-15%	69	-6%	865	-16%
HOME HEALTH EPISODES	-	69	-100%	686	818	-16%	66	-100%	784	-14%
HOSPICE CENSUS/DAYS	-	1,153	-100%	8,561	13,580	-37%	844	-100%	11,910	-39%
CARDIAC REHAB SESSIONS	168	122	38%	656	1,435	-54%	-	0%	552	16%
DIETARY TOTAL REVENUE	83,990	95,823	-12%	952,789	1,128,233	-16%	75,175	12%	898,460	6%
MAT MGMT TOTAL ORDERS PROCESSED	2,083	2,081	0%	25,225	24,500	3%	2,208	-6%	29,868	-18%
EXERCISE FOR HEALTH PARTICIPANTS	562	866	-35%	8,526	10,199	-16%	738	-24%	9,907	-16%

**JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368**

**TO: BOARD OF COMMISSIONERS
FROM: JASON McCORMICK, INTERIM CFO
RE: DECEMBER 2019 GENERAL FUND WARRANTS & ACH
FUND TRANSFERS**

Submitted for your approval are the following warrants:

GENERAL FUND:

260846 - 261788	\$4,955,850.75
ACH TRANSFERS	<u>\$10,089,676.55</u>
	<u>\$15,045,527.30</u>
YEAR-TO-DATE:	<u><u>\$127,252,429.49</u></u>

Warrants are available for review if requested.

JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS
FROM: JASON McCORMICK, INTERIM CFO
RE: DECEMBER 2019 WARRANT SUMMARY

The following items need to be approved at the next commission meeting:

General Fund Warrants & ACH Transfers	\$15,045,527.30	(Provided under separate cover)
Allowance for Uncollectible Accounts / Charity	\$590,498.46	(Attached)
Canceled Warrants	\$0.00	(Attached)

JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS
FROM: JASON McCORMICK, INTERIM CFO
RE: DECEMBER 2019 ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS, ADMINISTRATIVE, AND CHARITY CARE WRITE OFFS

Submitted for your approval are the following:

	DECEMBER	DECEMBER YTD	DECEMBER YTD BUDGET
Allowance for Uncollectible Accounts:	206,534.96	3,601,376.67	3,237,531.03
Charity Care:	349,543.10	3,133,646.43	2,850,459.18
Other Administrative Adjustments:	34,420.40	1,010,137.80	1,108,612.51
TOTAL FOR MONTH:	\$590,498.46	\$7,745,160.90	\$7,196,602.72

JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS
FROM: JASON McCORMICK, INTERIM CFO
RE: DECEMBER 2019 WARRANT CANCELLATIONS

State law requires you to pass a resolution canceling any warrants which are not presented to the Treasurer for payment within one year of issue.

DATE	WARRANT	AMOUNT
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TOTAL:	<u>\$ -</u>
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RESOLUTION 2020-02

Jefferson County Public Hospital District No. 2

A Resolution of Jefferson County Public Hospital District No. 2, establishing cash drawer accounts and Petty Cash Funds.

WHEREAS, The Board of Commissioners finds that it is efficient and cost effective to maintain a cash drawer system to receive payments from patients, and to allow small purchases and reimbursements to be made through a petty cash system; and

WHEREAS, the state Budgetary, Accounting, and Reporting (BARS) Manual makes provisions for and outlines procedures for such systems;

NOW, THEREFORE, the Board of Commissioners of the Jefferson County Public Hospital District No.2 do ordain as follows:

Section 1: The following Petty Cash Funds and Cash Drawers are hereby established:

CASH DRAWERS:

CD 1	\$100
CD 2	\$310
CD 3	\$100
CD 4	\$100
CD 5	\$100
CD 6	\$100
CD 7	\$100
CD 8	\$100
CD 9	\$100
CD 10	\$150
CD 11	\$100
CD 12	\$100
CD 13	\$100
CD 14	\$100
CD 15	\$100
CD 16	\$300
CD 17	\$100

PETTY CASH FUNDS:

PC 1	\$200
PC 2	\$100
PC 3	\$500

**A key code of cash drawer and petty cash fund locations is kept in the office of the Financial Administrative Analyst.

Section 2: The Controller, under the direction of the Chief Financial Officer, shall amend as needed, the policies and procedures for monitoring the disbursement, accounting, and replenishment of funds.

ADOPTED and APPROVED by the Board of Commissioners of Jefferson County Public Hospital Dist No. 2 at an open public meeting thereof this 22nd day of January 2020, the following Commissioners being present and voting in favor of the resolution.

Commission President – Jill Reinstra: _____

Commission Secretary – Marie Dressler: _____

Attest:

Commissioner – Bruce McComas: _____

Commissioner – Kees Kolff: _____

Commissioner – Matt Ready: _____

DRAFT

FROM: Medical Staff Services
RE: 1/21/2020 Medical Executive Committee appointments/reappointments for
Board approval 1/22/2020

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 provisional appointment to the active/courtesy/allied health/locum tenens staff:

1. Umberto Orazi, MD – Internal Medicine/Palliative Care

Recommended re-appointment to the active medical staff with privileges as requested:

1. Mitra Jafari, M.D. – General Surgery
2. Ivan Mendez-Escobar, MD – Hospitalist
3. Annaliisa McGlinn, MD – Radiation Oncology
4. Andrew Peet, MD – Emergency Medicine

Recommended re-appointment to the courtesy medical staff with privileges as requested:

1. Germaine Johnson, MD – Teleradiology
2. William Jones, MD – Diagnostic Radiology
3. Ronald Loch, MD – Diagnostic Radiology
4. Phillip Lowe, MD – Diagnostic Radiology
5. Curt Pinchuck, MD – Telepsychiatry
6. Melissa Stridiron, MD – Telepsychiatry

Recommended re-appointment to the allied health staff with privileges as requested:

1. Joseph (Douwe) Rienstra, MD – Family Medicine (Refer & Follow)

Medical Student Rotation:

n/a

90-day provisional performance review completed successfully:

1. Heidi Chaney, ARNP

Resignations:

1. Patrick Cox, MD – Teleradiology
2. Peter Sumner, DO – Teleneurology
3. Bonnie Witrak, MD – Diagnostic Radiology