

RECEIVED

APR 26 1978

CITY OF NEWBERG, ORE.
OFFICE OF RECORDER

Newberg Community Hospital

Newberg, Oregon

April 5, 1978

A special meeting of the Newberg Community Hospital Commission was held in the Conference Room of the hospital on Wednesday, April 5, 1978. The meeting was called to order by the Chairman, Bob Hurford, with all members present except Don Wilson and Virginia Ostlund. Chief of Staff, David Abbott, M. D., City Attorney, Terry Mahr and Administrator Milt Robins were also present.

The meeting was called to approve the hospital budget for the year 1978-1979. After being presented and briefly discussed by Tom Bowen, a motion was made by Joe Plews that the budget (a copy attached) be approved as presented. Seconded by Ernie Smith and passed.

After some discussion, a motion was made by Tom Bowen that the hospital apparently has more need at this time for a new portable x-ray machine and that we put a temporary hold on ordering the stress tester and check with the auxiliary to see if they wouldn't apply funds available toward the purchase of a portable x-ray. Seconded by Joe Plews and passed.

Tom Bowen and the administrator were asked to contact Virginia Millage and Jackie Hurford of the auxiliary to see if they would agree to this.

The administrator reported that the council had approved the \$5,000.00 deductible on the hospitals' liability and malpractice insurance policy.

A motion was made by Tom Bowen that we pay the expenses (estimate of \$500.00) to send Sandra Chamberlain to a meeting on Discharge Planning in Colorado Springs, Colorado. Seconded by Ernie Smith and passed.

The administrator reported that our fire insurance carrier had called to see if we wanted the valuation of the hospital and contents increased from the present \$1,000,000 on building and \$800,000 on contents. It was decided that each should be increased 10%.

Bob Hurford, Chairman, stated that the Hospital Board would go into Executive Session and exclude all members of the public. The Executive Session is being held under the authority of O.R.S. 192.660 (b) and (c).

Newberg Community Hospital Commission (con't)

Upon reopening the meeting, a motion was made by Joe Plews that we accept the audits as presented in the Executive Session. Seconded by Tom Bowen and passed.

A motion was made by Joe Plews that the administrator, Milt Robins, should be the contact between the planner, Freedman Associates, Inc., and Robert Weisenbach, A.I.A. and the hospital. Seconded by Tom Bowen and passed.

Terry Mahr mentioned to the board the possibility of having a "Patient Advocate" who would assist patients in any problems or gripes they might have against the hospital. This was to be looked into.

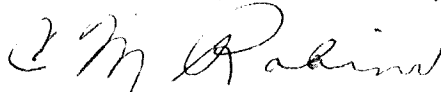
Terry Mahr reported to the board that he was studying the personnel policies of the hospital in an effort to have them as similar to the city's policies in as many ways as possible.

He also said that legal matters could arise when a blood alcohol or examination for rape was ordered and the recipients of such actions would not give their approval. He was going to attempt to coincide the policies of the police department with those of the hospital in these instances.

The City Attorney also brought the state medical plan which had been discussed at a meeting he recently attended at the Village Green in Cottage Grove.

As there was no further business, the meeting was adjourned at 8:20 A. M.

Respectfully submitted,



C. M. Robins, Secretary

CMR:jp

Newberg Community Hospital

Newberg, Oregon

April 28, 1978

The regular monthly meeting of the Newberg Community Hospital Commission was held in the Conference Room of the hospital on Friday, April 28, 1978. The meeting was called to order by the Chairman, Bob Hurford, with Don Wilson, Andy Anderson, Tom Bowen, Joe Plews and Ernie Smith present. Virginia Ostlund was absent. Also present was David Abbott, M. D., Chief of Staff, Virginia Millage, president of the hospital auxiliary, and Justine Pfeiffer and Milt Robins of the hospital administration.

The minutes of the last regular meeting and those of the special meeting of April 5, 1978 were approved as mailed. The financial statement for March was presented and discussed.

The smoking regulations as published in the Policy and Procedures Manual were explained by the administrator and approved.

The administrator thanked the board for their attendance and participation in the recent survey by the Joint Commission. The administration was instructed to start making the changes necessary to comply with the verbal recommendations made by the survey team at the summation conference.

The administrator reported that 122 Newberg area citizens had their blood pressures taken at the free clinic on Thursday, April 20, 1978.

The administrator reported that he had recently escorted David Peto, M. D., and his wife around the Newberg area and was quite sure that he was going into practice here as it has been rumored that they have purchased a home in the Newberg area. The administrator was instructed to write a letter of welcome to him as soon as he had opened his office and had been granted staff privileges. The letter is to be sent over the signature of Bob Hurford, Board Chairman.

Also Joseph F. deCourten, M. D., specializing in Obstetrics and Gynecology will be here on May 15, 1978 to look for office space. Dr. Abbott reported that Paul Mallott, M. D., will be here sometime in July to go into Family practice with him. The administrator was instructed to invite a board member when showing a doctor interested in practicing in Newberg around the area.

The administrator reported that Ruth Peters, R. N. and Verna Munn, R. N. were interested in having the hospital sponsor LeMans classes here at the hospital. These two obstetric nurses have been holding these classes in the past under the sponsorship of Portland Community College. Dr. Abbott suggested that we contact Planned Parenthood to see if we could get help and maybe some supplies from them for this program.

Newberg Community Hospital Commission--April 28, 1978

The administrator was advised to use his own judgement when purchasing supplies or services when local concerns were grossly underbid by outside firms.

A letter was read from James M. Pippin, Attorney at Law, which stated that he was representing Warren Franks who claims that he is suffering from radial nerve damage to his arm and shoulder due to negligence on the part of our surgical staff. The administrator advised that a letter was sent to Farmers Insurance Group, our malpractice and liability insurance carrier, and to Terry Mahr, City Attorney. Our insurance company has already started investigating the incident.

The board approved the request of Agnes Haugen that she be permitted to attend the board meetings.

The administrator reported that Roger Giles, Justine Pfeiffer and Ken Ochsner had met with representatives of St. Vincent Hospital to see if they would have people available to assist us in Respiratory Therapy and provide Speech Therapy and Occupational Therapy Services for patients in our hospital. St. Vincent Hospital is willing to assist us in these areas and, as soon as approval is obtained from the Medical Staff, appropriate agreements will be brought up for board approval.

The board did not approve the request of Mary Noll that she be paid for time spent at a national convention of Operating Room Technicians as a delegate from Oregon.

The administrator advised the board that Sue AuCoin, wife of our state representative to Congress, would be here on May 16, 1978 to meet with hospital personnel to find out some of the problems hospitals are having. Don Wilson was to be present to represent the board and Dr. Abbott was to pick someone to represent the Medical Staff.

The chairman requested that the Budget and Finance Committee meet with Justine Pfeiffer in an effort to reduce the Bad Debts.

The administrator reported that Betty Metz of Bob Weisenbach, AIA, called and requested that the board meet with the architects at 10:30 A. M. on May 25, 1978 here at the hospital.

The board decided that we should not send Michelle Avina to the Clinical Workshop in Diagnostic Ultra-Sound at the University of Colorado Medical Center until we were sure that the hospital would not need a Certificate of Need to operate Ultrasound equipment, or if needed, we received such approval. The next class in Denver will probably be in October of 1978.

Newberg Community Hospital Commission--April 28, 1978

Virginia Millage advised the board the auxiliary board had approved the purchase of a portable x-ray machine for the hospital. The purchase of the stress tester, approved last month is to be held in abeyance.

Don Wilson presented to the board the results of a study his committee had made of the patient load in the Emergency Department in an effort to ascertain if the hospital could afford to hire more physicians. After some discussion, it was decided that we should take no action until we find what impact the new physicians coming to town might have on the patient load in the Emergency Department. The committee was also instructed to get more statistics to present to the board.

The chairman requested that the Personnel Committee meet with the administrator to discuss the progress being made in the purchasing department.

The names of Allyn Brown and Dr. L. H. Peek were presented as nominees for the Long Range Planning Committee.

It was suggested that the administrator copy and mail to each of the board members the Joint Commission standards on the Governing Body and Management. The chairman advised the board that Terry Mahr was working on a booklet for each board member which would contain these standards as well as other pertinent information.

As there was no further business, the meeting was adjourned at 1:50 P. M.

Approved by,

Robert Hurford
Board Chairman

Respectfully submitted,



C. M. Robins, secretary

CMR:jp