Newberg Community Hospital

Newberg, Oregon

May 26, 1978

The regular monthly meeting of the Newberg Community Hospital Commission was held in the Conference Room of the hospital on Friday, May 26, 1978. The meeting was called to order by the Vice Chairman, Don Wilson, at 11:45 A. M. with Andy Anderson, Virginia Ostlund, Joe Plews and Ernie Smith present. Tom Bowen and Bob Hurford were absent. Also present were David Abbott, M. D., Chief of Staff, Virginia Millage, president of the hospital auxiliary, Terry Mahr, City Attorney, Agnes Haugen, Director of Nursing and Justine Pfeiffer and Milt Robins of the hospital administration.

The minutes of the last regular meeting were approved as mailed. However, the board concurred with the City Attorney that the first paragraph on the second page should read: "The administrator was advised to use his own judgement when purchasing supplies or services under $500.00, or items not covered by public contract, when local concerns were grossly underbid by outside firms." The financial statement for April was presented and discussed.

Don Wilson of the Long Range Planning committee announced that the physicians on the active staff would meet with the planner, Ed Freedman Associates, next Tuesday (May 30th) night.

The administrator was advised that he should set the meeting dates for the various board committees and, in doing so, make every effort to meet at the committee members convenience.

The administrator stated that we should proceed to comply with the verbal recommendations of the Joint Commission. Those that have to do with the board are:

1. Hospital by-laws (regulations) should be reviewed every two years.
2. The Auxiliary By-Laws and membership should be approved.
3. The reports of the Utilization Review and Safety Committee should be presented to the board.
4. A contract or agreement should be drawn up for the Radiologist, Physical Therapist and Laundry.
5. The Chairman of the Board should sign all the minutes.
6. Another Crash Cart should be purchased for general use in the hospital.
7. We should have closed circuit T.V. in the Intensive Care Unit.

The administrator reported that the Medical Staff had requested that a Monitor for C.C.U., and synchronized Monitor and Defibrillator for Surgery and a Stress Tester (in that order) are the three most needed pieces of equipment for the hospital. The staff will prioritize the other equipment over $500.00.

A motion was made by Joe Plews that an equipment list be prepared annually and presented at the January board meeting so that the priority items can be incorporated in the next years budget. Seconded by Ernie Smith and passed.

The administrator reported that the Joint Commission surveyors strongly emphasized that we have a Pharmacist at the hospital at least five hours a week. This recommendation is to be discussed at the next meeting of the Personnel Committee.

The Ultrasound and the need for an 1122 was discussed. The administrator was instructed to get additional information pertaining to charges, return to the hospital, etc. There is a possibility that Picker Corporation might help with the necessary 1122.

Don Wilson, acting Chairman of the Board, stated that the board would go into Executive Session and exclude all members of the public under the authority of O. R. S. 192,660 (b) (c).

Upon re-opening the meeting, the problem of long-stay welfare patients was referred to the Medical Review Committee of the Medical Staff.

The administrator reported that because of the continual increase in reports requested by government agencies, additional help is needed in the office. This request was referred to the Personnel Committee.

The administrator brought up a possible change in the by-laws of the Medical Staff which they are contemplating which states that they would participate in the management of the hospital. After some discussion, it was decided that this would just clarify the Chief of Staffs' participation at board meetings.

The administrator presented a statement from the Infection Committee in which they are requesting authority to institute control measures when they deem it necessary. The board thought that this should be approved by the Executive Committee of the Medical Staff before they acted upon it.

The administrator suggested that the hospital should establish some policy to regulate the presence of a physician's nurse and technician when he makes his rounds of hospital patients. It has been quite disruptive to the hospital nursing staff to have their "assistants" going through patient charts and following the doctor around. Action on this was held in abeyance as the Executive Committee of the Medical Staff is working on rules to regulate such happenings.

A letter from Dr. Abbott to the administrator was read in which he emphasized the importance of advising each physician interested in coming to Newberg and practicing in the hospital that their application for staff membership should be approved before they buy property, lease office space, etc.

The application for staff privileges for Keith A. Wrigley, Jr., M. D., in Gastroenterology was approved and he was assigned to the Courtesy Staff.

A motion was made by Andy Anderson that the administrator be authorized to purchase a Cardwriter and Imprinters for use in the hospital. Seconded by Ernie Smith and passed.

Dr. Abbott reported that the Executive Committee still wants an Emergency Room doctor during week days.

Dr. Abbott also reported that the Executive Committee of the Medical Staff is in favor of and is suggesting that the hospital underwrite (or furnish) the care for Newberg residents in this hospital in cases of catastrophic illnesses. Although no definite action was taken, the board agreed with the concept.

Virginia Millage reported the Auxiliary had agreed to buy the Portable X-Ray and that the purchase of the Stress Tester will be held in abeyance.

She also announced that the Auxiliary maintains a fund to assist nursing students. They loan money to needy students which is to be paid back after the nurse finishes school and is employed.

Agnes Haugen announced that Glen Marshall, a teacher at Newberg High School, is to spend eight weeks here in the hospital this summer to learn something about various departments which will assist him in setting up a Health Careers Program at the high school.

She also reported that the Blood Pressure Clinic has been very successful and that the Pink Ladies were going to do more here at the hospital.

Terry Mahr reported that he was preparing folders for each board member which would contain information pertaining to their role as a hospital director.

He was also going to check into the possibility of the hospital paying dues for membership of personnel in Newberg service clubs. Membership of hospital personnel in such organizations should assist in public relations.

As there was no further business, the meeting was adjourned at 2:25 P. M.

Approved,

Don Wilson

Don Wilson, Vice Chairman

Respectfully submitted,

C M Robins

C. M. Robins, Secretary