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Newberg Community Hospital

Newberg, Oregon

June 30, 1978

The regular monthly meeting of the Newberg Community Hospital Commission was held in the Conference Room of the hospital on Friday, June 30, 1978. The meeting was called to order by the Chairman, Bob Hurford, at 11:45 A. M. with Andy Anderson, Virginia Ostlund, Joe Plews, Ernie Smith and Don Wilson present. Also present were Sandy Killian and Dr. Bill Inman from the X-ray Department, Virginia Millage, president of the hospital auxiliary, Dr. Stan Kern, Chief of Staff, Agnes Haugen, Director of Nursing, and Justine Pfeiffer and Milt Robins of the hospital administration.

The minutes of the previous meeting were approved as mailed. The financial report was presented and discussed. The Chairman requested that the Budgeting and Finance Committee take a look at the Accounts Receivable.

Don Wilson reported that he had received a simplified plan for the remodeling program but that it probably shouldn't be discussed until after the answers to the architects questionaire had been tabulated. The administrator was instructed to put a supply in the Doctor's Lounge along with the book listing the issues and needs.

Sandy Killian and Dr. Bill Inman presented information regarding the need for getting technicians trained to operate the Ultrasound equipment shich should be arriving soon. A motion was made by Joe Plews that we send two technicians to school at the Picker Corporation in Cleveland. Seconded by Andy Anderson and passed.

A motion was made by Don Wilson that we accept delivery of the Ultrasound when it is delivered if Nellie Elwert buys it as she has verbally agreed to do. Seconded by Virginia Ostlund and passed.

The administrator brought up the problem of the application forms required for Ultrasound Equipment under Section 1122 of the Social Security Act. It was decided that Don Wilson, Dr. Bill Inman and Milt Robins should meet with the State Planning and Development Agency to obtain more information along this line. Also, we should proceed to get something in writing from Mrs. Elwert regarding her intent to buy this equipment.

After some preliminary remarks by Dr. Kern, a motion was made by Joe Plews that the application for membership on the Medical Staff of David A. Peto, M. D., Family Practice, be approved and that he be assigned to the Active Staff of the hospital. Seconded by Ernie Smith and passed.

A motion was made by Virginia Ostlund that the application for membership on the Medical Staff of David Holman, M. D., Radiologist, be approved and that he be assigned to the Active Staff of the hospital. Seconded by Andy Anderson and passed.

A motion was made by Andy Anderson that the application for membership on the Medical Staff of Henry Garrison, M. D., Cardiologist, be approved and that he be assigned to the Courtesy Staff. Seconded by Virginia Ostlund and passed.

The Personnel Committee recommended that the base salaries of employees be increased around 6.33%, except for Agnes Haugen and Marilyn Bixby and that stand-by time be increased to 75¢ an hour. A motion was made by Andy Anderson that the recommendations of the committee be approved. Seconded by Virginia Ostlund and passed.

A motion was made by Don Wilson that the new rates (a copy attached) be approved upon the condition that the Budgeting and Finance Committee study them and make necessary recommendations. Seconded by Virginia Ostlund and passed.

By a vote of the board Bob Hurford was re-elected Chairman, Don Wilson, Vice-Chairman and Ernie Smith, Treasurer.

At 2:05 P. M. the meeting was adjourned until 7:00 A. M. Friday, July 7, 1978.

The board reconvened at 11:45 A. M. Friday, July 7, 1978 with Tom Bowen present and Don Wilson absent. Terry Mahr, City Attorney and Mayor Elvern Hall were also present.

The administrator was instructed to take advantage of the participating deductible offered by Farmers Insurance Group on our liability insurance on August 1, 1978.

Terry Mahr reported that he could find nothing which would prohibit the hospital from paying dues for employees membership in service clubs. A motion was made by Virginia Ostlund that we pay service club dues for our employees upon approval of the administration. Seconded by Ernie Smith and passed.

A motion was made by Joe Plews that the board approve the request of the Infection Control Committee (a copy of which is attached) and add "Implementation of this order will be carried out by the administration". Seconded by Tom Bowen and passed.

A motion was made by Joe Plews that we send Ingrid Landowski to the seminar "Prospectives on Infection Control in the Hospital" sponsored by Travenol Laboratories, Inc. in San Francisco on September 21, 22, 1978. Seconded by Ernie Smith and passed.

The administrator was instructed to include in the hospital budget next year, funds for continuing education for each department.

The administrator was instructed to buy the book "Planning for Survival: A Handbook for Hospital Trustees". The Chairman was to bring a copy of the monthly magazine "Trustee" to the next meeting so each board member could ascertain if the hospital should purchase copies for them.

The administrator reported that we had received a two-year accreditation from the Joint Commission. Each board member was given a copy of their report and recommendations. The Chairman announced that he would expect a report at the October meeting on the action taken on the recommendations.

The suggestions submitted by Agnes Haugen to bring the Special Care Unit up to standards was given to Don Wilson for study and recommendations.

Virginia Millage reported that the auxiliary would elect new officers soon and there was some concern whether a problem might develop if Jackie Hurford (now Vice President) was elected president as Bob Hurford is president of the board. The board stated that they could see no problem.

It was decided that any contracts or agreements should be presented to the chairmen of the Personnel Committee and Budgeting and Finance Committee before coming to the board for approval.

It was announced that the annual hospital picnic will be held on Tuesday evening, July 18, 1978.

The Personnel Committee recommended that they would have a report on the Director of Purchasing in two months. The committee was instructed to do more research and study regarding the hiring of Jerry Gerke as the hospital pharmacist on a five hour a week basis.

Terry Mahr hoped to have a report next month on the ordinance change and some by-law changes.

Dr. Stan Kern announced that David A. Peto., M. D. was to be here soon to start practice. Also that Dr. Harris Pearson had been ill. He also reported that staffing the Emergency Room has been a problem because of vacations and Dr. Pearson's illness.

The administrator suggested that the board look into dental insurance offered through our health insurance plan and an increase in the pension contribution made by the hospital

As there was no further business, the meeting was adjourned at 1:30 P. M.

Respectfully submitted,

C M Robins

C. M. Robins, Secretary

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