



**LEWIS COUNTY HOSPITAL DISTRICT NO. 1
REGULAR BOARD OF COMMISSIONERS' MEETING**

May 6, 2020 at 3:00 p.m.

ZOOM

<https://myarborhealth.zoom.us/j/92775482089>

One tap mobile: +16699006833,,92775482089# US 13462487799,,92775482089# US

Dial +1 669 900 6833 US

Meeting ID: 927 7548 2089

Mission Statement

To foster trust and nurture a healthy community.

Vision Statement

To provide accessible, quality healthcare.

AGENDA TOPIC	CONCLUSION	ACTION ITEMS
Call to Order	<p>Board Chair Fritz called the meeting to order via Zoom at 3:00 p.m.</p> <p>Commissioners present:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Shelly Fritz, Board Chair <input checked="" type="checkbox"/> Trish Frady <input checked="" type="checkbox"/> Tom Herrin <input checked="" type="checkbox"/> Wes McMahan <p>Others present:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Leianne Everett, Superintendent <input checked="" type="checkbox"/> Shana Garcia, Executive Assistant <input checked="" type="checkbox"/> Katelin Forrest, HR/Medical Staff Coordinator <input checked="" type="checkbox"/> Richard Boggess, CFO <input checked="" type="checkbox"/> Shannon Kelly, HR Director <input checked="" type="checkbox"/> Dexter Degoma, Interim Quality Manager <input checked="" type="checkbox"/> Buddy Rose, Reporter <input checked="" type="checkbox"/> Travis Elmore, WSNA <input checked="" type="checkbox"/> Roy Anderson, Compliance Officer <input checked="" type="checkbox"/> Van Anderson, Packwood Resident <input checked="" type="checkbox"/> Zora DeGrandpre, Packwood Resident <input checked="" type="checkbox"/> Diane Markham, Director of Marketing & Development <input checked="" type="checkbox"/> Todd Gorham, 2767 Union <input checked="" type="checkbox"/> Clint Scogin, Controller <input checked="" type="checkbox"/> Edwin Meelhuysen, Rehabilitation Services Manager <input checked="" type="checkbox"/> Elee Fairhart, Morton Resident 	



	<input checked="" type="checkbox"/> Tom Dingus, DZA <input checked="" type="checkbox"/> Shayna DesJardin, DZA	
Approval or Amendment of Agenda	Board Chair Fritz requested to add Board Succession Planning to New Business.	Commissioner McMahan made a motion to approve the amended agenda. Commissioner Herrin seconded and the motion passed unanimously.
Conflicts of Interest	Superintendent Everett asked the board to state any conflicts of interest with today’s amended agenda.	None noted.
Comments and Remarks	<p>Commissioners: Commissioner McMahan acknowledged it was National Nurses Week and wanted to thanks to Nursing Department, as well as the whole team. He shared during this pandemic it is important to thank all the staff because everyone plays an important role in delivering healthcare. He noted as reported in the Employee Satisfaction Survey that there is a disconnect between staff and administration and this needs to be addressed.</p> <p>Board Chair Fritz publicly thanked the constituents of this District for their support and donations during this pandemic. We really appreciate the local businesses that stepped up. Lastly, she thanked those that wrote in the temporary column in the Journal to communicate to our district during these unprecedented times.</p> <p>Board Chair Fritz announced that she is resigning from the Board and her last Regular Board Meeting will be June 10, 2020.</p> <p>Commissioner Frady requested to add Board Chair to the Board Secretary section in New Business.</p> <p>Audience: No comments noted.</p>	<p>Action Item-Executive Assistant will notify Lewis County of Board Chair Fritz’s resignation.</p> <p>Commissioner Frady made a motion to approve the amended agenda. Commissioner Herrin seconded and the motion passed unanimously.</p>
Executive Session- RCW 70.41.205 <ul style="list-style-type: none"> Medical Privileging- Katelin Forrest 	<p>Executive Session began at 3:25 p.m. for ten minutes to discuss Medical Privileging.</p> <p>At 3:35 p.m. Board Chair extended for five minutes.</p> <p>The Board returned to open session at 3:40 p.m. No decisions were made in Executive Session.</p>	Commissioner Frady made a motion to approve the Medical Privileging as presented and Commissioner McMahan seconded. The motion passed unanimously.



		<p><u>Initial Appointments:</u></p> <ol style="list-style-type: none"> 1. Pratik Bhattacharya, MD - Consulting – (Providence – Telestroke Privileges) 2. James Giles, MD - Consulting – (Providence – Telestroke Privileges) 3. Jenny Siv, MD – Consulting – (Providence – Telestroke Privileges) 4. James Wang, MD - Consulting – (Providence – Telestroke Privileges) <p><u>Reappointments:</u></p> <ol style="list-style-type: none"> 1. Ruth Thomson, MD - Consulting (Providence – Telestroke Privileges)
Department Spotlight	Deferred to June 10, 2020 Regular Board Meeting.	
Board Committee Reports <ul style="list-style-type: none"> • Finance Committee Report 	CFO Boggess highlighted the following: <ol style="list-style-type: none"> 1. While there was a decrease in gross patient revenues, we had increases in other operating revenue through payments such as the Medicaid Safety Net grant. 2. Positive net income, but unfavorable to budget in March and favorable YTD. 3. Cash is holding at \$4,100,000. 4. Volumes continue to decline in April. 5. Recognizing the federal distributions on the Balance Sheet, as we have not received clear guidance on our model. 	
Consent Agenda <ul style="list-style-type: none"> • Minutes of the February 26, 2020 		Commissioner McMahan made a motion to approve the Consent Agenda, Commissioner Herrin



<p>Regular Board Meeting (<i>Action</i>)</p> <ul style="list-style-type: none">• Minutes of the April 20, 2020 Finance Committee Meeting (<i>Action</i>)• Minutes of the April 22, 2020 Special Board Meeting (<i>Action</i>)• Warrants & EFT's in the amount of \$2,135,212.27 dated February 2020 (<i>Action</i>)• Warrants & EFT's in the amount of \$2,534,708.70 dated March 2020 (<i>Action</i>)• Resolution 20-15- Approving Operational Budget Amendment, Morton Medical Center Assets (<i>Action</i>)• Resolution 20-16- Approving Operational Budget Amendment-Dr. Fritz (<i>Action</i>)• Resolution 20-17- Approving New Bank Account(s) (<i>Action</i>)• Resolution 20-18- Adopting Community Health Needs Assessment (CHNA) & Implementation Plan (<i>Action</i>)• Resolution 20-19- Adopting Lewis County Hospital District No. 1's Core Values (<i>Action</i>)		seconded. The motion passed unanimously.
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<ul style="list-style-type: none"> Resolution-20-20-Declaring to Surplus or Dispose of Certain Property (<i>Action</i>) Approve Documents Pending Board Ratification 05.06.20 (<i>Action</i>) 		
Old Business	Board Chair Fritz noted nothing to report in Old Business.	
New Business <ul style="list-style-type: none"> Board Secretary 		
<ul style="list-style-type: none"> DZA Audit Report-Tom Dingus, CPA 	<p>Tom Dingus highlighted the following:</p> <ol style="list-style-type: none"> Presented the audited financial statements with no findings. Presented the financial indicators, which displays the District’s history in comparison to hospitals within Washington and nationally. In the Report there were no material changes and the Medicare and Medicaid cost report settlements were adjusted. Reported no difficulties with staff during the audit. Reported no material audit adjustments and no uncorrected misstatements. The going concern will be the impact of COVID-19 and the uncertainty for hospitals. There will be further follow up regarding funding programs and where action needs to be taken. Recommended the Board continues to monitor Days Cash on Hand, Operating Margin and Service Line Volumes to see the overall health of the District. In summary, it was a good audit. <p>CFO Boggess reiterated DZA is a great resource to have available to the District for guidance.</p>	Action Item-Executive Assistant Garcia will share DZA’s PowerPoint presentation with the Board via email.
Break	Board Chair Fritz called for a 12-minute break at 4:43 p.m. The board returned to open session at 4:55 p.m.	
<ul style="list-style-type: none"> Board Secretary & Board Chair Positions 	Board Chair Fritz requested the Board nominate a new Board Chair and Board Secretary. She recommended Commissioner Frady given her history and experience while serving on the Board.	Commissioner Herrin made a motion to nominate Commissioner Frady as Board Chair,



<ul style="list-style-type: none"> Board Succession Planning 	<p>Commissioner Frady accepted the Board Chair position and will assume the position at the next board meeting.</p> <p>Board Chair Fritz recommended the Board resume board succession planning given District #2 and #3 are vacant.</p> <p>The Board agreed to the following plan:</p> <ol style="list-style-type: none"> 1. Advertise the positions for two weeks and potential candidates can submit letters of interest by May 31st, 2020. 2. Schedule a Special Board Meeting on May 27th, 2020 at 6 p.m. via Zoom. The purpose of the meeting is to host a Q & A for potential candidates. 3. Schedule a Special Board Meeting on June 4th, 2020 at 3 p.m. via Zoom. The purpose of the meeting is to interview the candidates in open session, review the candidates in Executive Session and the Board may take action. 4. Administer the Oath of Office at the June 10th, 2020 Regular Board Meeting at 3 p.m. via Zoom. <p>Board Chair Fritz requested the Board nominate a new Secretary, since Secretary Smith resigned as of March 1, 2020.</p> <p>Commissioner Herrin accepted the Secretary position and will assume the position at the next board meeting.</p>	<p>Commissioner McMahan seconded and the motion passed unanimously.</p> <p>Action Item-Director of Marketing & Development Markham will advertise that District #2 and #3 Commissioner positions are vacant.</p> <p>Action Item-Executive Assistant Garcia will schedule two Special Board Meeting, May 27th at 6 p.m. and June 4th at 3 p.m.</p> <p>Action Item-Executive Assistant Garcia will schedule for a notary to be present at the June 10th Regular Board Meeting to administer the Oath of Office.</p> <p>Commissioner McMahan made a motion to nominate Commissioner Herrin as Board Secretary, Commissioner Frady seconded and the motion passed unanimously.</p>
<ul style="list-style-type: none"> Adapting District Services for the Pandemic & Beyond 	<p>Commissioner McMahan shared his concerns regarding the public's fear of exposure by coming to the Hospital and/or Clinics. He is actively waiting to hear more regarding home health services at the legislative level. As a district we need to be reviewing potential opportunities to care for our constituents.</p> <p>Board Chair Fritz encouraged Commissioner McMahan to stay actively involved at the legislative level given</p>	<p>Action Item-Superintendent Everett will follow up regarding RHC Home Health Care and report at the next board meeting.</p>



	<p>advocacy is so important. The District is heavily utilized by the Medicare and Medicaid population, so having a voice at the table is imperative.</p> <p>Superintendent Everett noted Administration is in the preliminary phases of investigating a mobile clinic. Superintendent Everett and CMO McCurry are planning to present the idea to Medical Staff on May 13th to ensure we have their support. By having a mobile provider that offers soft urgent care and same day procedures, that is available during non-traditional hours. Superintendent Everett noted by offering concierge medicine, we are working towards more convenient and affordable care for the patient. Superintendent Everett reiterated there are several items to assess prior to moving forward with this initiative. If the Medical Staff support the concept, then she will review with our legal team and report more information to the Board at the June 10, 2020 Regular Board Meeting. Superintendent Everett shared that WSHA has put together a state-wide approach to educate the communities that the clinics and hospital are safe places to get care. As early as next week, the District will be seeing advertisements with this exact message.</p> <p>The Board unanimously supported Superintendent Everett to move forward with investigating the mobile clinic.</p> <p>Board Chair Fritz accepted public comment from Travis Elmore:</p> <p>Travis Elmore, WSNA Union noted during this COVID it is important the Nursing Staff have what they need to be safe while on the job.</p> <p>Board Chair Fritz thanked him for joining and reiterated it is a priority to keep all employees safe on the job.</p>	
<p>Superintendent Report</p> <ul style="list-style-type: none"> • Superintendent's Dashboard 	<p>Superintendent Everett highlighted the following on her dashboard:</p> <ol style="list-style-type: none"> 1. Thanked the District constituents that have donated during this pandemic. 2. Reiterated the importance of connectivity during this time and we need to be actively advocating for the infrastructure to support this going forward. 	<p>Action Item- Superintendent Everett will work with Director of Marketing and Development Markham to publicly thank the local businesses for their donations and assistance during his pandemic.</p>



	<ol style="list-style-type: none"> 3. Suggested we offer Community Education via our IT Support to train the Community on how to use their technology to access health care. 4. Shared the following items that have occurred since the memo: <ol style="list-style-type: none"> a. Tents have been removed from the Hospital and Clinics. b. Reopened the front entrance. c. Screenings have been moved to the inside double doors. 5. Visitation policy continues to be no visitors, unless accompanying a minor or end of life situation, one visitor per day per patient if non-COVID and no visitors for custodial. 6. Café continues to be closed to the public and will likely be the last item to open. 7. The District is celebrating Hospital Week the week of May 10th. It will be less interactive; however, Administration is doing their best to still recognize the great work being done by all employees at Arbor Health. <p>Board Chair Fritz accepted public comment from Zora DeGrandpre:</p> <p>Zora DeGrandpre, Naturopath Practitioner complemented the District on the mobile COVID testing and telehealth options for patients. She reiterated the difficulties patients have receiving care in this end of the County. She is excited that the District is going to explore the mobile clinic option for delivering health care.</p> <p>Board Chair Fritz thanked her for joining and the feedback. The District is making efforts to provide accessible, quality healthcare and this was just one way of doing just that.</p>	
Adjournment	Commissioner Herrin moved and Commissioner Fritz seconded to adjourn the meeting at 6:00 p.m. The motion passed unanimously.	

Respectfully submitted,

Tom Herrin
Tom Herrin (Jul 27, 2020 14:34 PDT)

Tom Herrin, Secretary

Jul 27, 2020

Date






050620 Regular Board Meeting Minutes

Final Audit Report

2020-07-27

Created:	2020-07-27
By:	Shana Garcia (Sgarcia@mortongeneral.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAofSlnp6hb9jKu7WDgYLGOrztPLET2IWu

"050620 Regular Board Meeting Minutes" History

-  Document created by Shana Garcia (Sgarcia@mortongeneral.org)
2020-07-27 - 3:48:18 PM GMT- IP address: 209.206.183.76
-  Document emailed to Tom Herrin (commissionerherrin@myarborhealth.org) for signature
2020-07-27 - 3:48:49 PM GMT
-  Email viewed by Tom Herrin (commissionerherrin@myarborhealth.org)
2020-07-27 - 9:30:18 PM GMT- IP address: 65.122.120.50
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Signature Date: 2020-07-27 - 9:34:35 PM GMT - Time Source: server- IP address: 98.158.1.18
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2020-07-27 - 9:34:35 PM GMT