



**LEWIS COUNTY HOSPITAL DISTRICT NO. 1
REGULAR BOARD OF COMMISSIONERS' MEETING
July 29, 2020 at 3:00 p.m.
ZOOM**

<https://myarborhealth.zoom.us/j/99365012692>

Meeting ID: 993 6501 2692

One tap mobile: +12532158782,,99365012692# US

Dial by your location: +1 253 215 8782 US

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 Frady 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"/> Trish Frady, Board Chair <input checked="" type="checkbox"/> Tom Herrin, Secretary <input checked="" type="checkbox"/> Craig Coppock <input checked="" type="checkbox"/> Wes McMahan <input checked="" type="checkbox"/> Chris Schumaker <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"/> Sara Williamson, CNO/CQO <input checked="" type="checkbox"/> Katelin Forrest, HR Generalist <input checked="" type="checkbox"/> Janice Holmes, Medical Staff Coordinator <input checked="" type="checkbox"/> Richard Boggess, CFO <input checked="" type="checkbox"/> Buddy Rose, Reporter <input checked="" type="checkbox"/> Roy Anderson, Compliance Officer <input checked="" type="checkbox"/> Dexter Degoma, Interim Quality Manager <input checked="" type="checkbox"/> Matthew Ellsworth, AWP/PHD-Executive Director 	
Approval or Amendment of Agenda		Commissioner Coppock made a motion to approve the amended agenda. Secretary Herrin seconded and the motion passed unanimously.



Conflicts of Interest	Superintendent Everett asked the board to state any conflicts of interest with today’s agenda.	None noted.
Comments and Remarks	<p>Commissioners: Commissioner Schumaker noted he is impressed by the staff, operations, and processes here at Arbor Health and it has been an enjoyable experience.</p> <p>Commissioner Schumaker received a couple billing complaints requested status on the complaint cards. Superintendent Everett noted the cards have been ordered and we would email contact information for the Quality Management Office to address these constituents with concerns.</p> <p>Audience: Buddy Rose inquired if the District would like to inform the public via the newspaper regarding an update on the Generator/OR Construction Project. Superintendent Everett noted the District rejected all bids on July 24, 2020 and we are working with legal to reissue an invitation to bid.</p>	Action Item-Executive Assistant Garcia will email contact information for the Quality Management Office to all commissioners.
<p>Executive Session- RCW 70.41.205 & RCW 42.30.110 (1)(b), (c)</p> <ul style="list-style-type: none"> • Medical Privileging- Katelin Forrest • To consider the minimum price at which real estate will be offered for sale or lease. 	<p>Executive Session began at 3:15 p.m. for forty-five minutes to discuss Medical Privileging and to consider the minimum price at which real estate will be offered for sale and lease.</p> <p>The Board returned to open session at 4:00 p.m. No decisions were made in Executive Session.</p> <p>New Appointments</p> <ol style="list-style-type: none"> 1. Todd Garrett, CRNA- Active – (Arbor Health- Anesthesia) 2. Hartaj Girn, MD- Consulting- (Providence Medical Group-Cardiology) 3. Charles Rossow, MD- Consulting- (Providence Medical Group-Cardiology) <p>New Appointments (privileging by proxy with Mason General Hospital)</p> <ol style="list-style-type: none"> 1. Ryan Herde, MD- Consulting – (Radia – Radiology Privileges) 2. Jigish Patel, MD- Consulting- Radia-Radiology Privileges) 3. Xi Zhang, MD- Consulting – (Radia- Radiology Privileges) 	Commissioner McMahan made a motion to approve the Medical Privileging as presented and Secretary Herrin seconded. The motion passed unanimously.



	<p>New Appointments (privileging by proxy with Providence System)</p> <ol style="list-style-type: none"> 1. Elizabeth Waltz, MD – Consulting – (Providence-Telestroke Privileges) 2. Madeline Tuong-Vi Nguyen, MD – Consulting – (Providence-Telestroke Privileges) <p>Reappointments</p> <ol style="list-style-type: none"> 1. Don Allison, MD - Active – (Arbor Health – Family Medicine) 2. Gopal Ghimire, MD- Consulting- (Providence Medical Group- Cardiology) 3. Devin Spera, MD - Active – (Arbor Health – Emergency Medicine) <p>Reappointments (privileging by proxy with Providence System)</p> <ol style="list-style-type: none"> 1. Syed Abbas, MD - Consulting – (Providence – Telestroke Privileges) 2. Abdelrahman Beltagy, MD - Consulting – (Providence – Telestroke Privileges) 3. Lindsey Frischmann, DO - Consulting – (Providence – Telestroke Privileges) 4. Christopher Fanale, MD - Consulting – (Providence – Telestroke Privileges) 5. Robert Lada, MD - Consulting – (Providence – Telestroke Privileges) 6. Michael Marvi, MD - Consulting – (Providence – Telestroke Privileges) 7. Tomoko Sampson, MD - Consulting – (Providence – Telestroke Privileges) 8. Tarvinder Singh, MD - Consulting – (Providence – Telestroke Privileges) 	
<p>Guest Speaker-AWPHD- Matthew Ellsworth, Executive Director</p>	<p>Executive Director Ellsworth provided an overview of the Association of Washington Public Hospital Districts (AWPHD) and how they support the District. AWPHD partners with WSHA on many topics; however, act independently too.</p> <p>Executive Director Ellsworth reiterated the importance of their roles as publicly elected officials. He recommended investing time in other community groups, as well as other special districts chairs as they are often experiencing the same challenges.</p> <p>Executive Director Ellsworth noted the topics AWPHD will be advocating for will be available by the end of this year or early next year.</p>	



<p>Executive Session-RCW 70.41.200</p> <ul style="list-style-type: none"> • QIO Committee 	<p>Executive Session began at 4:25 p.m. for thirty minutes to discuss Quality Improvement Oversight Committee.</p> <p>At 4:55 p.m. Board Chair Frady extended by five minutes.</p> <p>The Board returned to open session at 5:00 p.m. No decisions were made in Executive Session.</p>	
<p>Break</p>	<p>Board Chair Frady called for a five-minute break at 5:00 p.m. The Board returned to open session at 5:05 p.m.</p>	
<p>Department Spotlight</p> <ul style="list-style-type: none"> • Emergency Department 	<p>CNO/CQO Williamson provided an overview of the Emergency Department.</p>	
<p>Board Committee Reports</p> <ul style="list-style-type: none"> • Hospital Foundation Report 	<p>Commissioner McMahan commended the Hospital Foundation and all their efforts. COVID impacts all the Foundation events, so they are getting creative and joining the Farmer’s Market in Morton, WA to raise awareness.</p>	
<ul style="list-style-type: none"> • Finance Committee Report 	<p>CFO Boggess highlighted the following:</p> <ol style="list-style-type: none"> 1. Volumes continue to trend below budget. 2. Outpatient volume is closer to target, as well as the clinic visits. This especially improved with acquiring Morton Clinic. 3. Days Cash on Hand continues to be strong at 190 days. The auditors have provided guidance on the funding received. The Board can expect that this number will trend down in third quarter due to the pay back to Medicare. 	
<p>Consent Agenda</p> <ul style="list-style-type: none"> • Minutes of the June 10, 2020 Regular Board Meeting (<i>Action</i>) • Minutes of the June 29, 2020 Finance Committee Meeting (<i>Action</i>) • Minutes of the July 22, 2020 Quality Improvement Oversight Committee Meeting (<i>Action</i>) • Minutes of the July 22, 2020 Finance 	<p>Commissioner McMahan requested an edit to the June 10, 2020 Regular Board Meeting Minutes to include the action taken in New Business regarding Resolution 20-21 and 20-24.</p> <p>The Board agreed the sale price of the Elbe property will be equal to or greater than \$218, 975 and the purchase price of the multi-family Morton rental property will be less than or equal to \$346,600 plus closing costs.</p>	<p>Commissioner McMahan made a motion to approve the Consent Agenda with modifications to resolutions and June 10th, 2020 Minutes and Commissioner Coppock seconded. The motion passed unanimously.</p>



<p>Committee Meeting <i>(Action)</i></p> <ul style="list-style-type: none">• Minutes of the June 25, 2020 Special Board Meeting <i>(Action)</i>• Minutes of the July 2, 2020 Special Board Meeting <i>(Action)</i>• Minutes of the July 9, 2020 Special Board Meeting <i>(Action)</i>• Minutes of the July 24, 2020 Special Board Meeting <i>(Action)</i>• Warrants & EFT's in the amount of \$3,232,297.84 dated June 2020 <i>(Action)</i>• Resolution 20-27- Approving the Capital Sale of Property 54307 Mountain Highway East, Elbe, WA 98330 <i>(Action)</i>• Resolution 20-28- Approving the Capital Sale of Property 54307 Mountain Highway East, Elbe, WA 98330 <i>(Action)</i>• Resolution 20-27- Approving the Capital Sale of Property 54307 Mountain Highway East, Elbe, WA 98330 <i>(Action)</i>• Resolution 20-28- Approving the Capital Purchase of Property of 121		
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<p>Collar Avenue, Morton, WA 98356 <i>(Action)</i></p> <ul style="list-style-type: none"> • Resolution 20-29- Declaring to Surplus or Dispose of Certain Property <i>(Action)</i> • Approve Documents Pending Board Ratification 07.29.20 <i>(Action)</i> 		
<p>Old Business</p> <ul style="list-style-type: none"> • RHC Visiting Nurse Services 	<p>Superintendent Everett has a Zoom Meeting scheduled this week to connect with DOH on this topic.</p>	
<p>New Business</p> <ul style="list-style-type: none"> • Board & Committee Meetings 	<p>Board Chair Frady noted we have four new commissioners and proposed reviewing the remaining meeting times and dates through the end of the year.</p> <p>Commissioner McMahan proposed having QIO Committee Meetings every other month due to the increased focus on quality and going DNV. The Board agreed to leave the schedule as is for 2020 and readdress this topic in 2021. The Board agreed to moving the QIO Meetings from noon to 7 am.</p> <p>Commissioner Schumaker proposed moving the Regular Board Meetings from 3:00 pm to 3:30 pm. The Board agreed to moving the meeting time to 3:30 pm.</p> <p>Commissioner Herrin proposed moving Plant Planning Committee Meetings from Wednesdays to Thursdays and from 12 pm to 7 am. The Board agreed to moving the 12 pm meeting on October 14, 2020 to 7 am on October 15, 2020.</p>	<p>Action Item-Executive Assistant Garcia will update Committee meeting dates and times.</p> <p>Action Item-Executive Assistant Garcia will publish a legal updating the Regular Board Meetings to a start time of 3:30 pm.</p>
<ul style="list-style-type: none"> • PSW ACO Discussion 	<p>Superintendent Everett highlighted the following on partnering with Physicians of Southwest WA (PSW) ACO:</p> <ol style="list-style-type: none"> 1. PSW is considering the District as a potential partner. 2. ACO goals are to reduce costs and improve outcomes. 3. This partnership would potentially impact 600 lives in the Medicare Advantage. 4. PSW would provide Care Coordination Services. 	<p>Secretary Herrin made a motion to approve Resolution 20-30. Commissioner Schumaker seconded and the motion passed unanimously.</p>



	<ol style="list-style-type: none"> 5. If chosen, PSW is asking for a commitment from the District on or around August 15th. 6. This is an opportunity to learn and grow our population health skills. 	
<ul style="list-style-type: none"> • Board Education 	<p>Board Chair Frady reviewed the orientation checklist and cheat sheets provided in the packet. Executive Assistant Garcia requested the four new commissioners to complete and return PRA and OPMA training certificates.</p>	<p>Action Item-Secretary Herrin and Commissioner McMahan, Schumaker and Coppock need to submit PRA & OPMA certificates upon completion to Executive Assistant Garcia to have on file in Kronos.</p>
<ul style="list-style-type: none"> • Post COVID Sustainability of Custodial Program 	<p>Superintendent Everett highlighted the following on the sustainability of the custodial care program:</p> <ol style="list-style-type: none"> 1. Providing custodial services in acute care setting has changed because of COVID-19. 2. Presented this to the Finance and Quality Improvement Oversight Committees for input. 3. The District is compliant with regulations; however, during a pandemic this is still a very fragile population. 4. Patient safety is a concern given the dilemma of staff crossover. 5. All four patients have signed waivers; however, this does not alleviate the District’s risk. 6. The District has not been recruiting for the program and focused on transitional care. 7. There has been no waitlist since 2016. <p>The Board deliberated the topic and agreed to host a Special Board Meeting on Monday, August 10, 2020 to discuss the sustainability of the custodial care program in public comment. This will give the District the opportunity to provide input.</p> <p>The Board and Superintendent Everett will draft an article to share the dilemma with the District. This will be shared in the Journal and on Facebook.</p>	<p>Action Item-Superintendent Everett will draft a newspaper article with Diane Markham regarding the upcoming Special Board Meeting to discuss the custodial care program.</p>
<p>Break</p>	<p>Board Chair Frady called for a five-minute break at 7:35 p.m. The Board returned to open session at 7:40 p.m.</p>	
<ul style="list-style-type: none"> • Recruitment Update 	<p>Commissioner McMahan noted he has questions; however, he will ask later to save on time.</p>	



<ul style="list-style-type: none"> Annual Reviews 	<p>Commissioner Frady recommended the Commissioners review the evaluation and plans in preparation to approve at the next Regular Board Meeting on August 26, 2020. She proposed if the Commissioners have questions to route through the QIO Committee Chair Commissioner McMahan. Superintendent Everett reiterated between herself and Interim Quality Manager Degoma, they will be a resource to ensuring questions or concerns are addressed prior to approval.</p>	
<ul style="list-style-type: none"> Board Policies & Procedures 	<p>The Board supported marking the following three policies and procedures as reviewed.</p> <ol style="list-style-type: none"> Conflict of Policies Distribution for Board and Committee Packets Hospital Declaration of Personal Property as Surplus 	<p>Commissioner McMahan made a motion to mark the policies and procedures as reviewed and Commissioner Schumaker seconded. The motion passed unanimously.</p> <p>Action Item-Executive Assistant Garcia will mark the three policies and procedures as reviewed.</p>
<p>Superintendent Report</p>	<p>Superintendent Everett updated the following:</p> <ol style="list-style-type: none"> Researching the Mobile Clinic. The goal of this service line is to be affordable, accessible and limit exposure to patients. The District will need to subsidize this service line. Administration is reviewing options and will investigate grant dollars. It might be more viable to further explore the visiting nurse program. Preparing an updated Organizational Chart and will be finalizing in preparation for surveys. Drafting operational goals to accomplish the three board adopted strategies. Operating under Incident Command during the COVID-19 pandemic. <p>Commissioner McMahan thanked the Staff during these unprecedented times.</p> <p>Superintendent Everett announced next week the District is celebrating Jubilee Week even though the event was cancelled. Administration is hoping to celebrate the staff with activities, snacks and a 50/50 raffle.</p>	<p>Action Item-Superintendent Everett and CFO Boggess will continue to explore the mobile clinic model/visiting nurse program and funding options available to the District.</p>



	Superintendent Everett noted a correction to the agenda that the next Finance Committee meeting is August 19 th at 12 pm.	
Adjournment	Commissioner Coppock moved and Commissioner McMahan seconded to adjourn the meeting at 8:09 p.m. The motion passed unanimously.	

Respectfully submitted,

Tom Herrin

[Tom Herrin \(Sep 21, 2020 14:41 PDT\)](#)

Tom Herrin, Secretary

Sep 21, 2020

Date






072920 Regular Board Meeting Minutes

Final Audit Report

2020-09-21

Created:	2020-09-21
By:	Shana Garcia (Sgarcia@mortongeneral.org)
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"072920 Regular Board Meeting Minutes" History

-  Document created by Shana Garcia (Sgarcia@mortongeneral.org)
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-  Document emailed to Tom Herrin (commissionerherrin@myarborhealth.org) for signature
2020-09-21 - 5:27:50 PM GMT
-  Email viewed by Tom Herrin (commissionerherrin@myarborhealth.org)
2020-09-21 - 9:40:45 PM GMT- IP address: 72.173.22.16
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Signature Date: 2020-09-21 - 9:41:23 PM GMT - Time Source: server- IP address: 72.173.22.16
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