



**LEWIS COUNTY HOSPITAL DISTRICT NO. 1
REGULAR BOARD OF COMMISSIONERS' MEETING
August 26, 2020 at 3:30 p.m.
ZOOM**

<https://myarborhealth.zoom.us/j/94824041361>

Meeting ID: 948 2404 1361

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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 3:30 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"/> Diane Markham, Marketing/Communication Manager & Foundation Executive Director <input checked="" type="checkbox"/> Richard Boggess, CFO <input checked="" type="checkbox"/> Buddy Rose, Reporter <input checked="" type="checkbox"/> Joyce Bailey, Case Manager <input checked="" type="checkbox"/> Dexter Degoma, Interim Quality Manager <input checked="" type="checkbox"/> Jim Chesemore, Sr Vice President & Principal-PSF <input checked="" type="checkbox"/> Don Roberts, Pharmacist <input checked="" type="checkbox"/> Larry Sinkula, Surgical Services Director <input checked="" type="checkbox"/> Shannon Kelly, CHR 	



Approval or Amendment of Agenda	Superintendent Everett requested to add Meeting Date September 30 th , 2020 and Diversity Training Discussion to New Business and Meeting Summary and Evaluation prior to adjournment.	Commissioner Schumaker made a motion to approve the amended agenda. Secretary Herrin seconded and the motion passed unanimously.
Conflicts of Interest	Board Chair Frady asked the board to state any conflicts of interest with today's agenda.	None noted.
Comments and Remarks	<p>Commissioners: Commissioner McMahan commended the Board for hosting the Special Board Meeting to hear the District's opinion on discontinuing the Custodial Care Program.</p> <p>Commissioner Schumaker thanked the citizens that were in attendance and reiterated the importance of representing our constituents during these decisions.</p> <p>Audience: None noted.</p>	
Executive Session- RCW 70.41.205	<p>Executive Session began at 3:37 p.m. for 23 minutes to discuss Medical Privileging.</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. Montana Blackley, CRNA-Allied Health- (Arbor Health-Anesthesia Privileges) 2. Joseph Freeburg, MD-Consulting- (Providence-Telestroke Privileges) 3. Mimi Lee, MD-Consulting (Providence-Telestroke Privileges) 4. Harrison March, MD-Consulting- (Radia – Radiology Privileges) 5. Karolyn K Moody, DO – Active – (Arbor Health – Emergency Medicine) 6. Kishan Patel, MD-Consulting-(Providence-Telestroke Privileges) 7. Stanford Tran, MD – Active – (Arbor Health – Emergency Medicine) <p>Reappointments</p> <ol style="list-style-type: none"> 1. Mark Hansen, MD-Active- (Arbor Health- Emergency Medicine and Family Practice Privileges) 	Commissioner McMahan made a motion to approve the Medical Privileging as presented and Commissioner Coppock seconded. The motion passed unanimously.



	<p>2. Lilith Judd, MD-Consulting- (Providence-Telestroke Privileges)</p> <p>Extending Dr. Quoc Ho’s Medical Staff Appointment to March 31st, 2021.</p>	<p>Commissioner McMahan made a motion to approve extending Dr. Quoc Ho’s appointment to 03.31.21 and Secretary Herrin seconded. The motion passed unanimously.</p>
<p>Break</p>	<p>Board Chair Frady called for a 3-minute break at 4:02 p.m. The Board returned to open session at 4:05 p.m.</p>	
<p>Guest Speaker</p>	<p>Jim Chesemore with Parker Smith & Feek (PSF) provided an overview of the District’s three policies: Malpractice, Employment Practices Liability and Directors & Officers.</p> <p>Jim confirmed the District renewed policies on August 1, 2020 for the next year. Regarding coverage for patients at risk during COVID-19, the waivers are a first line of defense; however, the District has a duty to protect high risk patients, protect their exposure and mitigate care. The District has known risk by offering the Custodial Care Program.</p> <p>Jim shared the impact of COVID has potential to be carved out of the coverage and not be covered by the liability carriers in the future.</p> <p>Jim noted the District can engage Physicians Insurance (PI) risk management team to complete an assessment of the Hospital to identify opportunities for improvement. Superintendent Everett confirmed the District is continually collaborating with PI which includes the waiver the resident’s signed.</p>	
<p>Department Spotlight</p> <ul style="list-style-type: none"> • Diane Markham 	<p>Diane Markham provided an overview of the Arbor Health Foundation. Their mission is to invest in the District’s employees and equipment through fundraising and events.</p> <p>Diane asked the Board to participate in the 15-Minute Philanthropist, which supports employee scholarships. The upcoming virtual Dinner Auction Maskarades will be online and is October 3, 2020. The Fund-A-Need this year is the CT Project. The Board’s participation and attendance is highly encouraged.</p>	



<p>Board Committee Reports</p> <ul style="list-style-type: none"> Hospital Foundation Report 	<p>Commissioner McMahan commended Diane Markham and her efforts with the Arbor Health Foundation. He thanked Loren and Myrna Davidson for their service to the Foundation and to the White Pass Shopper for their donations to the front-line workers of the Hospital.</p>	
<ul style="list-style-type: none"> Finance Committee Report 	<p>CFO Boggess highlighted the following:</p> <ol style="list-style-type: none"> Volumes continue to be low in inpatient, custodial and swing bed areas. ED, Outpatient and Clinic Visits are trending back up towards budget for 2020. Days Cash on Hand is at 188 days, which was built up due to CARES Act monies. Days in AR are trending lower and closer to target. Recommending approval of Resolution 20-36 for a Medicare Payable that was accounted for on the Balance Sheet throughout the year. 	
<p>Consent Agenda</p>	<p>Superintendent Everett requested an edit on page two of the August 19, 2020 Finance Committee Meeting Minutes. She requested to edit the agenda item title from Summary & Action Items to Meeting Summary & Evaluation.</p>	<p>Commissioner Coppock made a motion to approve the Consent Agenda with the requested edits and Secretary Herrin seconded. The motion passed unanimously.</p>
<p>Break</p>	<p>Board Chair Frady called for a 3-minute break at 5:27 p.m. The Board returned to open session at 5:30 p.m.</p>	
<p>Old Business</p> <ul style="list-style-type: none"> OPMA & PRA Training Certificates 	<p>Board Chair Frady requested that all commissioners complete and return completed certificates to Executive Assistant Garcia by the September 30, 2020 Regular Board Meeting.</p> <p>Commissioner McMahan noted he completed the training in February and will not be providing a certificate to the District Office.</p>	<p>Action Item- Commissioner Coppock and Secretary Herrin will complete the OPMA & PRA Training and return certificates by 09.30.20.</p>
<ul style="list-style-type: none"> Post COVID Sustainability of Custodial Program 	<p>Board Chair Frady opened the floor for further discussion on the Sustainability of the Custodial Program.</p> <p>The Board deliberated the topic and remained focused on quality of care and the safety of our patients and the staff.</p> <p>Superintendent Everett reiterated it is the Board's discretion to discontinue a service line.</p>	<p>Secretary Herrin made a motion to discontinue the Custodial Care Program and Commissioner Coppock seconded. Board Chair Frady, Secretary Herrin and Commissioner Coppock voted yea and Commissioners Schumaker and McMahan</p>



		<p>voted nay. The motion passed.</p> <p>Action Item-The Board agreed to follow state guidelines during the transition period and placement of the residents.</p> <p>Action Item-Board Chair Frady and Superintendent Everett will collaborate on a statement for Buddy Rose, so the Board can provide the same message to the District.</p>
<p>New Business</p> <ul style="list-style-type: none"> Board Education 	<p>Board Chair Frady requested feedback on the proposed Electronic Signature process. The Board agreed that Executive Assistant Garcia will send text prompts if documents are sitting with anyone for an extended period.</p> <p>The Board requested a department update from IT in early 2021 and a Cyber Risk Plan, since Cyber Security is an important topic in this month’s education.</p>	<p>Action Item-Superintendent Everett will assign IT as a departmental update in early 2021.</p>
<ul style="list-style-type: none"> September 30th Meeting Date 	<p>Board Chair Frady proposed moving QIO Meeting from September 30, 2020 to October 14, 2020 due to it being a Regular Board Meeting date.</p> <p>Commissioners McMahan and Schumaker agreed to the scheduling update.</p>	<p>Action Item-Executive Assistant Garcia will update the calendar by moving the September QIO Meeting to October 14, 2020 at 7 am.</p>
<ul style="list-style-type: none"> Diversity Training 	<p>Superintendent Everett suggested the Board participate in a 2- hour diversity training in the next sixty days. Board Chair Frady requested the Board email three to four days that would work to do this training by end of business this Friday, August 28, 2020.</p>	<p>Action Item-The Board will email three to four days regarding their availability for diversity training in the next 60 days.</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"> Quality Improvement Oversight Information Records Retention Superintendent Succession Plan 	<p>Commissioner Schumaker made a motion to mark the policies and procedures as reviewed and Secretary Herrin seconded. The motion passed unanimously.</p>



		Action Item-Executive Assistant Garcia will mark the three policies and procedures as reviewed.
Superintendent Report	Superintendent Everett updated the following: <ol style="list-style-type: none"> 1. The District has been conditionally accepted into the ACO. 2. The District has delayed selling the Elbe Home until we have gained possession of the Morton Duplex Property. 	
Executive Session- RCW 42.30.110(1)(g)	Executive Session began at 6:30 p.m. for 30 minutes to discuss the performance of a public employee. The Board returned to open session at 7:00 p.m. No decisions were made in Executive Session.	
Meeting Summary & Evaluation	The Board provided feedback on the meeting packet. Commissioner McMahan questioned the Consent Agenda and will email questions to Superintendent Everett.	Action Item- Commissioner McMahan will email questions to Superintendent Everett regarding items in the Consent Agenda.
Adjournment	Secretary Herrin moved and Commissioner Schumaker seconded to adjourn the meeting at 7:12 p.m. The motion passed unanimously.	

Respectfully submitted,

Tom Herrin
[Tom Herrin \(Oct 1, 2020 13:29 PDT\)](#)

Tom Herrin, Secretary

Oct 1, 2020

Date






082620 Regular Board Meeting Minutes

Final Audit Report

2020-10-01

Created:	2020-10-01
By:	Shana Garcia (Sgarcia@mortongeneral.org)
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"082620 Regular Board Meeting Minutes" History

-  Document created by Shana Garcia (Sgarcia@mortongeneral.org)
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