



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

November 16, 2022, at 3:30 p.m.

Conference Room 1 & 2 or via ZOOM

<https://myarborhealth.zoom.us/j/82825597989>

Meeting ID: 828 2559 7989

One tap mobile: +12532158782,,82825597989#

Dial: +1 253 215 8782

Mission Statement

To foster trust and nurture a healthy community.

Vision Statement

To provide accessible, quality healthcare.

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
Call to Order Roll Call Reading the Mission & Vision Statements	Board Chair Herrin called the meeting to order via Zoom at 3:30 p.m. Commissioners present: <input checked="" type="checkbox"/> Tom Herrin, Board Chair <input checked="" type="checkbox"/> Kim Olive, Secretary <input checked="" type="checkbox"/> Wes McMahan <input checked="" type="checkbox"/> Craig Coppock <input checked="" type="checkbox"/> Laura Richardson Others present: <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"/> Julie Taylor, Ancillary Services Director <input checked="" type="checkbox"/> Matthew Lindstrom, CFMO <input checked="" type="checkbox"/> Cheryl Cornwell, CFO <input checked="" type="checkbox"/> Spencer Hargett, Compliance Officer <input checked="" type="checkbox"/> Janice Cramer, Medical Coordinator <input checked="" type="checkbox"/> Buddy Rose, Reporter <input checked="" type="checkbox"/> Shannon Kelly, CHRO			

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	<ul style="list-style-type: none"> ☒ Dr. Mark Hansen, Chief of Staff ☒ Jessica Scogin, Foundation Manager ☒ Eli Potts, Informatics Supervisor ☒ Diane Markham, Marketing Manager ☒ Kurt O'Brien, Consultant <p>Board Chair Herrin noted the chat function has been disabled and the meeting will not be recorded.</p>			
Approval or Amendment of Agenda		Secretary Olive made a motion to approve the agenda. Commissioner Coppock seconded and the motion passed unanimously.		
Conflicts of Interest	Board Chair Herrin asked the attendees to state any conflicts of interest with today's agenda.	None noted.		
Comments and Remarks	Commissioners: Secretary Olive thanked the CEO Search Committee for their time and reiterated the importance of this process and so far, it has been a positive experience. Commissioner Coppock commended the hard work put forth regarding the 2023 budget. Commissioner Richardson announced her home in the District has sold and planning to move at the end of this year. Commissioner Richardson noted it has been a pleasure working on this board. Commissioner McMahan shared he was sorry to hear the news on Commissioner Richardson's departure but it has been a pleasure working with her. Commissioner McMahan is excited the CEO Search is going well and thanked all the staff, recognizing many of the staff are just holding their heads above water. Board Chair Herrin reiterated his appreciation for Commissioner Richardson's time with the District.			

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	<p>Audience: Foundation Manager Scogin noted a successful day with the staff regarding the 15-minute Philanthropist program. She reiterated that anyone, including commissioners, could participate.</p>			
<p>Executive Session- RCW 70.41.200</p>	<p>Board Chair Herrin announced going into executive session at 3:42 p.m. for five minutes to discuss RCW 70.41.200-Medical Privileging. The Board returned to open session at 3:47 p.m.</p> <p>Board Chair Herrin noted no decisions were made in Executive Session.</p> <p>Medical Coordinator Cramer noted the list was amended from what was published in the packet.</p> <p>Reappointments-</p> <p>Providence Health & Services</p> <ol style="list-style-type: none"> 1. NehaMirchandani, MD (Telestroke/Neurology Consulting Privileges) <p>Radia Inc.</p> <ol style="list-style-type: none"> 2. Jonathan Kullnat, MD (Radiology Consulting Privileges) 3. Harold Prow, MD (Radiology Consulting Privileges) 	<p>Commissioner Coppock made a motion to approve the Medical Privileging as presented and Secretary Olive seconded. The motion passed unanimously.</p>		
<p>Department Spotlight</p> <ul style="list-style-type: none"> • Deferred 	<p>Board Chair Herrin noted the spotlight has been deferred to next month.</p>			
<p>Board Committee Reports</p> <ul style="list-style-type: none"> • Hospital Foundation Report 	<p>Foundation Manager Scogin noted the upcoming holiday sale is November 29th and 30th. The Foundation presented at a recent chamber meeting, which was very successful in showing what the foundation does throughout the year. The Foundation is receiving a \$35,000 grant. There is turnover in the Secretary and Treasurer. The</p>			

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	Foundation through the Fund-A-Need and some donation directly from the Foundation were able to fund one EKG at the clinics. The Foundation is going to miss Commissioner Richardson.			
Consent Agenda	Board Chair Herrin announced the consent agenda items for consideration of approval: <ol style="list-style-type: none"> 1. Approval of Minutes <ol style="list-style-type: none"> a. October 26, 2022, Regular Board Meeting 2. Warrants & EFTs in the amount of \$4,779,153.50 dated October 2022 3. Approve Documents Pending Board Approval & Ratification 11.16.22 	Secretary Olive made a motion to approve the Consent Agenda and Commissioner Richardson seconded. The motion passed unanimously. Minutes and Warrants will be sent for electronic signatures.	Executive Assistant Garcia	11.18.22
Old Business <ul style="list-style-type: none"> • Superintendent Succession Plan 	Secretary Olive noted the Search Committee has narrowed it to six candidates who will be interviewing via Zoom. The interviews were yesterday, November 15th and tomorrow, November 17th. The Search Committee will recommend three candidates to move forward for in person interviews. Board Chair Herrin recognized that commissioners may participate via Zoom; however, highly encouraged having both camera and audio. Board Chair Herrin, Commissioner Coppock plan to be in person, Secretary Olive hopes to be in person and Commissioner McMahan will see what he can do to have adequate internet for camera and audio. The Randle Clinic location was offered.			
<ul style="list-style-type: none"> • SAO Audit Entrance 	CFO Cornwell noted the Entrance Conference call took place where the auditors outlined the audit priorities. Board Chair Herrin and Commissioner McMahan were able to participate in the call and found it intriguing and helpful. The Finance team in collaboration with others in the organization continue to share data to meet their requests. A			

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	weekly meeting occurs to give status updates on open items. The Exit Conference is tentatively scheduled for the Regular Board Meeting in either December or January.			
New Business <ul style="list-style-type: none"> Board Self-Evaluation 	Board Chair Herrin noted the Board Self-Evaluation was included in the packet and Executive Assistant Garcia will email an electronic version to complete too. The evaluation is due to Executive Assistant Garcia by December 1 st where the results will be combined and provided to Board Chair Herrin. Board Chair Herrin reiterated the importance of honesty to ensure we move forward as a board effectively.	Send electronic evaluation to the Commissioners to complete and return to Executive Assistant Garcia.	Executive Assistant Garcia & The Board of Commissioners	12.01.22
<ul style="list-style-type: none"> Board Policy & Procedure Review 	Annual CEO/Superintendent Evaluation-Approved.	Marked the one document as Reviewed in Lucidoc.	Executive Assistant Garcia	11.18.22
<ul style="list-style-type: none"> Property Tax Levy Options 	Superintendent Everett recommended the District consider the highest lawful levy, as the bond levy is retiring the end of 2022. Lewis County has not finalized the numbers; however, the District can request greater than 1%, given the estimates, reevaluation of new construction and utilities. A Special Board Meeting Public Hearing has been scheduled for November 28 th to present options to the Board and give the community the opportunity to provide comment. The approved budget and levy documentation must be submitted to Lewis County by no later than November 30, 2022.			
<ul style="list-style-type: none"> 2023 Board Meeting Schedule 	Board Chair Herrin noted the 2023 schedule presented in the packet. The Board agreed to move forward with the proposed schedule.	Secretary Olive made a motion to approve the Proposed 2023 Schedule and Commissioner Coppock seconded. The motion passed unanimously.		

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		2023 Schedule will be published as a legal.	Executive Assistant Garcia	12.31.22
Superintendent Report	<p>Superintendent Everett presented 2022 Q3 data. Secretary Olive expressed no concerns. Commissioner Coppock noted the departments keep pushing forward recognizing staffing is certainly impacting measures. Superintendent Everett shared an example where the Rehabilitation Manager is providing patient care due to staffing shortages which does minimize time available to achieve goals. Commissioner Coppock thanked Superintendent Everett for her efforts. Commissioners Richardson and McMahan had no further no comments. Board Chair Herrin noted improvements and encouraged everyone to keep moving the needle.</p>			
Meeting Summary & Evaluation	<p>Superintendent Everett highlighted the decisions made and action items.</p> <p>Secretary Olive requested the department spotlight return to the agenda. Commissioner Coppock enjoys the light heartedness of the meeting making it more enjoyable with the tough decisions and topics. Commissioner Richardson enjoys the sense of humor in meetings and has learned there is a lot to learn. Commissioner McMahan echoed a good meeting. Board Chair Herrin noted the board is becoming tighter as a group.</p>			
Break	Board Chair Herrin called for a 12-minute break at 4:38 p.m. The Board returned to open session at 4:45 p.m.			
Guest Speaker <ul style="list-style-type: none"> • Kurt O'Brien Consulting-Part-9 	<p>Commissioner Richardson and Secretary Olive left the meeting.</p> <p>Commissioners McMahan and Coppock, as well as Board Chair Herrin remain interested in the</p>			

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	townhall meeting to gain community engagement to get closer to the source ideas. The Board needs to partner with the new Superintendent on getting creative around finances to balance the budget, experience costs savings and grow revenue. Kurt is excited to move into 2023 with these sessions, especially with bringing on a new commissioner and new Superintendent/CEO. Kurt recommended some 1:1 sessions with the new individuals to help orientate them on where we are today.			
Adjournment	Commissioner Coppock moved and Commissioner McMahan seconded to adjourn the meeting at 5:32 p.m. The motion passed unanimously.			

Respectfully submitted,

Kim Olive

[Kim Olive \(Dec 21, 2022 10:23 PST\)](#)

Kim Olive, Secretary

Dec 21, 2022

Date







111622 Regular Board Meeting Minutes

Final Audit Report

2022-12-21

Created:	2022-12-20
By:	Shana Garcia (Sgarcia@mortongeneral.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAkgBTTiU6nLSg7Grayyy7mHxKLFv6BZqv

"111622 Regular Board Meeting Minutes" History

-  Document created by Shana Garcia (Sgarcia@mortongeneral.org)
2022-12-20 - 8:28:21 PM GMT- IP address: 208.52.20.2
-  Document emailed to commissionerolive@myarborhealth.org for signature
2022-12-20 - 8:28:37 PM GMT
-  Email viewed by commissionerolive@myarborhealth.org
2022-12-21 - 6:23:10 PM GMT- IP address: 98.97.34.207
-  Signer commissionerolive@myarborhealth.org entered name at signing as Kim Olive
2022-12-21 - 6:23:28 PM GMT- IP address: 98.97.34.207
-  Document e-signed by Kim Olive (commissionerolive@myarborhealth.org)
Signature Date: 2022-12-21 - 6:23:30 PM GMT - Time Source: server- IP address: 98.97.34.207
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