



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

August 25, 2021 at 3:30 p.m.

ZOOM

<https://myarborhealth.zoom.us/j/96347840835>

Meeting ID: 963 4784 0835

One tap mobile: +12532158782,,96347840835#

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	<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"/> Char Hancock, Clinic Manager <input checked="" type="checkbox"/> Robert Hirst, Interim Quality Manager <input checked="" type="checkbox"/> Janice Holmes, Medical Staff Coordinator <input checked="" type="checkbox"/> Richard Boggess, CFO <input checked="" type="checkbox"/> Clint Scogin, Controller <input checked="" type="checkbox"/> Van Anderson, Packwood Resident <input checked="" type="checkbox"/> Dr. Kevin McCurry, CMO 			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<input checked="" type="checkbox"/> Larry Sinkula, Surgical Services Director <input checked="" type="checkbox"/> Julie Taylor, Ancillary Services Director <input checked="" type="checkbox"/> Dr. Mark Hansen, Chief of Staff <input checked="" type="checkbox"/> Diane Markham, Marketing & Communications Manager <input checked="" type="checkbox"/> Shannon Kelly, CHRO <input checked="" type="checkbox"/> Jessica Scogin, Foundation Manager <input checked="" type="checkbox"/> Kim Olive, Human Resource Assistant <input checked="" type="checkbox"/> Laura Richardson, Morton Resident <input checked="" type="checkbox"/> Jim Frey, IT			
Approval or Amendment of Agenda	<p>Superintendent Everett requested to extend Executive Session by 10 minutes to discuss RCW 42.30.110(1)(c)-consideration of the minimum offering price for sale or lease of real estate if there's a likelihood that disclosure would decrease the price. Also, Superintendent Everett requested to add Board Education in 2022 under New Business for five minutes.</p> <p>Board Chair Frady requested two edits:</p> <ol style="list-style-type: none"> 1. Page 27-Unfinished sentence: If you are unable to attend a committee meeting, find a replacement and notify board chair. 2. Page 43-Incorrect dollar amount: \$65,645.00. 	<p>Update the 072821 Regular Board Meeting Minutes and Resolution 21-32.</p> <p>Secretary Herrin made a motion to approve the amended agenda. Commissioner Schumaker seconded and the motion passed unanimously.</p>	Executive Assistant Garcia	Prior to sending for signature by the Commissioners.
Conflicts of Interest	Board Chair Frady asked the Board to state any conflicts of interest with today's amended agenda.	None noted.		
Comments and Remarks	Commissioners: Commissioner Schumaker thanked CFO Boggess for organizing an educational finance meeting to gain a better understanding on the budgetary items requesting the Board's approval. Commissioner Schumaker requested adding the			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
--------	------------	--------	-------	----------

	<p>Balance Sheet to the Board Packet for the public to have access.</p> <p>Commissioner McMahan thanked the Staff for sticking in there during this pandemic. Commissioner McMahan requested to join CFO Boggess and Commissioner Schumaker during their educational finance meeting.</p> <p>Board Chair Frady read a patient's thank you letter and commended the Staff.</p> <p>Audience: None noted.</p>	<p>Add Commissioner McMahan to the September 8th Educational Finance Meeting with CFO Boggess.</p>	<p>Executive Assistant Garcia</p>	<p>08.30.21</p>
<p>Executive Session- RCW 70.41.205</p>	<p>Executive Session began at 3:50 p.m. for 15 minutes to discuss Medical Privileging and consideration of the minimum offering price for sale or lease of real estate if there's a likelihood that disclosure would decrease the price (RCW 42.30.110(1)(c)). The Board returned to open session at 4:05 p.m.</p> <p>No decisions were made in Executive Session.</p> <p>Initial Appointments-</p> <p style="padding-left: 40px;"><u>Arbor Health</u></p> <ol style="list-style-type: none"> 1. Victoria Acosta, DO (Family Medicine Privileges) 2. Annette Cole, CRNA (Anesthesia Privileges) 3. Garrett Peresko, DPM (Surgical Podiatry Privileges) <p style="padding-left: 40px;"><u>Pulmonology Consulting Privileges</u></p> <ol style="list-style-type: none"> 1. Dominique Pepper, MD (Pulmonary Privileges) <p style="padding-left: 40px;"><u>Telestroke/Neurology Consulting Privileges</u></p>	<p>Commissioner Coppock made a motion to approve the Medical Privileging as presented and Secretary Herrin seconded. The motion passed unanimously.</p>		

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
--------	------------	--------	-------	----------

	<p>1. Lise Labiche, MD (Neurology/Telestroke Privileges)</p> <p>Reappointments-</p> <p><u>Arbor Health</u></p> <p>1. Merrell Cooper, DO (Family Medicine Privileges)</p> <p>2. Todd Nelson, CRNA (Anesthesia Privileges)</p> <p><u>Telestroke/Neurology Consulting Privileges</u></p> <p>1. Andrew Rontal, MD (Neurology/Telestroke Privileges)</p>			
<p>Department Spotlight</p> <ul style="list-style-type: none"> Sleep Clinic/Lab 	<p>Clinic Manager Hancock provided insight into the Sleep Clinic/Lab as it relates to YTD numbers, challenges and strategic plans. Looking forward, the department is developing a long-term solution to staffing sleep techs, as well as increasing marketing for the program to promote quick turnarounds.</p>			
<p>Board Committee Reports</p> <ul style="list-style-type: none"> Hospital Foundation Report 	<p>Commissioner McMahan reiterated the Arbor Health Foundation continues to be a good group of people, but COVID continues to make things difficult. Foundation Manager Scogin noted the Foundation has postponed the Women’s Brunch to 2022. The Jubilee Booth was a success and have recruited a few new volunteers. Foundation Manager Scogin continues to prepare for the Auction Dinner, which will be a hybrid model. The theme is <i>The Roaring 20’s Are Back</i> and is scheduled for October 2nd at 5 PM at the Bob Lyle Community Hall in Morton, WA.</p>			
<ul style="list-style-type: none"> Finance Committee Report 	<p>Commissioner Coppock highlighted the following:</p>			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<ol style="list-style-type: none"> 1. Recommending the Board seriously consider adding an Urgent Care as a service line. This is a great opportunity to meet the needs of the District with quick and affordable care. 2. Provided an update on the Cost Report, along with the 2022 Budget. Like many things, labor costs continue to rise and being competitive to retain and recruit is necessary. 3. Generator project is complete, just finalizing the documentation requirements. 4. Reviewed the 2021-2022 insurance portfolio. 5. Reported no new update on the Payment Protection Program. 			
Consent Agenda	<p>Board Chair Frady announced the consent agenda items for consideration of approval:</p> <ol style="list-style-type: none"> 1. Approval of Minutes <ol style="list-style-type: none"> a. July 28, 2021 Regular Board Meeting b. August 18, 2021 Finance Committee Meeting 2. Warrants & EFT's in the amount of \$3,694,110.25 dated July 2021 3. Resolution 21-31- Approving Declaring to Surplus or Dispose of Certain Property 4. Approve Documents Pending Board Ratification 08.25.21 	<p>Secretary Herrin made a motion to approve the Consent Agenda and Commissioner Coppock seconded. The motion passed unanimously.</p>		
Old Business <ul style="list-style-type: none"> • Incident Command Update 	<p>CNO/CQO Williamson highlighted the following:</p> <ol style="list-style-type: none"> 1. New cases are leveling but are still extremely high. 2. Community transmission rate is high in Lewis County. 			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<ol style="list-style-type: none"> 3. 1 in 12 residents have been infected and the highest risk is for the unvaccinated. 4. Investigating the service with the National Emergency Tele-Critical Care Network which is designed to bring high quality emergency and critical care support to any bedside at any time. It is free; however, there is a credentialing process. 5. During a recent Lewis County DOH Health Advisory call it was recommended to reduce demand on ED by extending clinic hours and promoting vaccinations. 6. The District continues to move towards compliance with Proclamation 21-14. Compliance means either COVID Vaccination Records and/or approved Declinations at 100%. 7. COVID booster will be available and recommended 8 months after a person's last shot. 			
<p>New Business</p> <ul style="list-style-type: none"> • Urgent Care 	<p>Superintendent Everett proposed a new service line, Urgent Care. The Board fully supported, and the program will be approved as part of the 2022 budget.</p>			
<ul style="list-style-type: none"> • Resolution 21-32- Approving the Capital Purchase of a Rapid PCR Instrument 	<p>Ancillary Services Director Taylor reiterated the importance of having this instrument as it relates to COVID, as well as it supports other testing too. CFO Boggess confirmed that COVID monies remain available to use for this purchase. By having this instrument in house, the District will be able to detect local outbreaks earlier.</p> <p>The Board supported approving the purchase of this Rapid PCR.</p>	<p>Commissioner Schumaker made a motion to approve RES-21-32 and Commissioner Coppock seconded. The motion passed unanimously.</p>		

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
<ul style="list-style-type: none"> Board Education 	<p>Superintendent Everett proposed a 12-month plan for board education in 2022. Being a board member is quite a responsibility and to becoming a highly functioning board this 12-month plan would be beneficial.</p> <p>Because our board is inexperienced and remote, education will focus on developing a highly successful governance presence.</p> <p>Next steps would include developing a timeline and including in the 2022 board education budget.</p> <p>The Board supported moving forward with a 2022 education plan.</p>	<p>Contact and schedule monthly trainings with Kurt O'Brien.</p>	<p>Superintendent Everett</p>	<p>09.29.21 Regular Board Meeting</p>
<ul style="list-style-type: none"> Board Policy & Procedure Review 	<p>Commissioner Compensation for Meetings and Other Services- Rejected for further review.</p> <p>Conflict of Policies-Approved.</p> <p>Distribution for Board and Committee Packets-Approved.</p> <p>Hospital Declaration of Personal Property as Surplus-Approved.</p> <p>The Board approved all three policies/procedures as presented.</p>	<p>Requested researching if Commissioners can be paid for more than one meeting per day.</p> <p>Marked three of the four documents as Reviewed in Lucidoc.</p>	<p>Board Chair Frady</p> <p>Executive Assistant Garcia</p>	<p>09.29.21 Regular Board Meeting</p> <p>09.29.21 Regular Board Meeting</p>
<p>Superintendent Report</p> <ul style="list-style-type: none"> Proclamation 21-14 	<p>Superintendent Everett noted CNO/CQO Williamson captured the District's current state. The District continues to work towards compliance regarding the vaccine mandates for employees and contracted workers.</p> <p>Superintendent Everett requested to cancel committee meetings (except Finance) for the next 60 days to focus on the current surge in COVID positive patients and achieving compliance with Proclamation 21-14. The Board supported</p>	<p>Cancel committee meetings.</p>	<p>Executive Assistant Garcia</p>	<p>08.30.21</p>

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<p>postponing the meetings through the end of October 2021. Superintendent Everett will email the Commissioners at the end of each week to keep them informed of the District's changing status throughout the next 60 days.</p>			
Meeting Summary & Evaluation	<p>Superintendent Everett highlighted the decisions made and action items. Superintendent Everett noted Executive Assistant Garcia will be leaving immediately following the Board Meeting to attend a funeral. Documents needing signatures will be sent the week of August 30th. Executive Assistant Garcia will notify via email and text.</p>			
Adjournment	<p>Secretary Herrin moved and Commissioner Schumaker seconded to adjourn the meeting at 5:20 p.m. The motion passed unanimously.</p>			

Respectfully submitted,

Tom Herrin

Tom Herrin (Oct 1, 2021 13:21 PDT)

Tom Herrin, Secretary

Oct 1, 2021

Date






082521 Regular Board Meeting Minutes

Final Audit Report

2021-10-01

Created:	2021-09-30
By:	Shana Garcia (Sgarcia@mortongeneral.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAa7nvK-miwM5QhqfFujErRK25jIbioGhP

"082521 Regular Board Meeting Minutes" History

-  Document created by Shana Garcia (Sgarcia@mortongeneral.org)
2021-09-30 - 4:56:00 PM GMT
-  Document emailed to Tom Herrin (commissionerherrin@myarborhealth.org) for signature
2021-09-30 - 4:56:56 PM GMT
-  Email viewed by Tom Herrin (commissionerherrin@myarborhealth.org)
2021-10-01 - 8:20:37 PM GMT
-  Document e-signed by Tom Herrin (commissionerherrin@myarborhealth.org)
Signature Date: 2021-10-01 - 8:21:41 PM GMT - Time Source: server
-  Agreement completed.
2021-10-01 - 8:21:41 PM GMT