



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

**August 30, 2023, at 3:30 p.m.**

**Conference Room 1 & 2 and via ZOOM**

<https://myarborhealth.zoom.us/j/86984869026>

Meeting ID: 869 8486 9026

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**Mission Statement**

**To foster trust and nurture a healthy community.**

**Vision Statement**

**To provide every patient the best care and every employee the best place to work.**

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
<b>Call to Order</b> <b>Roll Call</b> <b>Unexcused/Excused</b> <b>Absences</b> <b>Reading the Mission</b> <b>&amp; Vision Statements</b>	Board Chair Herrin called the meeting to order at 3:30 p.m.  <b>Commissioners present:</b> <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"/> Trish Frady  <b>Others present:</b> <input checked="" type="checkbox"/> Robert Mach, Superintendent <input checked="" type="checkbox"/> Shana Garcia, Executive Assistant <input checked="" type="checkbox"/> Sara Williamson, CNO/CQO <input checked="" type="checkbox"/> Cheryl Cornwell, CFO <input checked="" type="checkbox"/> Shannon Kelly, CHRO <input checked="" type="checkbox"/> Julie Taylor, Ancillary Services Director <input checked="" type="checkbox"/> Dr. Kevin McCurry, CMO <input type="checkbox"/> Matthew Lindstrom, CFMO <input checked="" type="checkbox"/> Spencer Hargett, Compliance Officer <input checked="" type="checkbox"/> Janice Cramer, Patient Access Manager			

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	<input checked="" type="checkbox"/> Barb Goble, Medical Staff Coordinator <input checked="" type="checkbox"/> Dr. Travis Podbilski, Chief of Staff <input checked="" type="checkbox"/> Buddy Rose, Reporter <input checked="" type="checkbox"/> Clint Scogin, Controller <input checked="" type="checkbox"/> Julie Johnson, Quality Manager <input checked="" type="checkbox"/> Jessica Scogin, Foundation Manager <input checked="" type="checkbox"/> Marc Fisher, Community Member <input checked="" type="checkbox"/> Jim Frey, IT Director <input checked="" type="checkbox"/> Robert Houser, Imaging Manager <input checked="" type="checkbox"/> Van Anderson, Community Member <input checked="" type="checkbox"/> Nicholas Tyler, Pharmacist  Board Chair Herrin noted the chat function has been disabled and the meeting will not be recorded.			
<b>Approval or Amendment of Agenda</b>		Commissioner Coppock made a motion to approve the agenda. Commissioner Frady seconded and the motion passed unanimously.		
<b>Conflicts of Interest</b>	Board Chair Herrin asked the attendees to state any conflicts of interest with today's agenda.	None noted.		
<b>Comments and Remarks</b>	Commissioners: Commissioner Coppock commended the hospital on another successful wellness week, as well as all summer events Arbor Health either hosted or participated in. Commissioner McMahan echoed kudos and excited for potential benefit improvements for retaining and recruiting staff.  Audience: Van Anderson expressed concern related to a Special Board Meeting not being scheduled to address the CT capital purchase given patient safety concerns. Superintendent Mach shared it was			

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	his first two weeks on the job, so ensuring all details both financially and equipment-wise were included in the request of the to the Board. CMO Dr. McCurry noted while there is a patient safety concern, the current equipment does meet requirements. The new CT will expand capabilities.			
Executive Session- RCW 70.41.200	<p>Board Chair Herrin announced going into executive session at 3:38 p.m. for five minutes to discuss RCW 70.41.200-Medical Privileging. The Board returned to open session at 3:43 p.m. Board Chair Herrin noted no decisions were made in Executive Session.</p> <p>Initial Appointments- Radia Inc.</p> <ol style="list-style-type: none"> <li>1. Daniel Pham, MD (Consulting Radiology Privileges)</li> </ol> <p>Reappointments- Arbor Health</p> <ol style="list-style-type: none"> <li>1. Victoria Acosta, DO (Family Medicine Privileges)</li> <li>2. Annette Cole, CRNA (Anesthesia Privileges)</li> <li>3. Todd Nelson, CRNA (Anesthesia Privileges)</li> <li>4. Garrett Peresko, DPM (Podiatry Privileges)</li> <li>5. Edward Junn, MD (Emergency Medicine Privileges)</li> </ol> <p>Providence Health &amp; Services Privileging by Proxy</p> <ol style="list-style-type: none"> <li>6. Andrew Rontal, MD (Consulting</li> </ol>	Commissioner Coppock made a motion to approve the Medical Privileging as presented, Commissioner Frady seconded. The motion passed unanimously.		

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	Neurology/Telestroke Privileges)			
Department Spotlight <ul style="list-style-type: none"> <li>Pharmacy</li> </ul>	Pharmacist Tyler highlighted a brief financial report, upcoming flu/covid season, professional developments and potential services. Continue to track 340b and ways to optimize this program. Researching outpatient pharmacy options, as studies show success rates with patients leaving with medications at discharge improves patient outcomes. Primary concerns include understanding the economics of the District, prime location and regulatory hurdles.			
<b>Board Committee Reports</b> <ul style="list-style-type: none"> <li>Hospital Foundation Report</li> </ul>	Secretary Olive shared the Arbor Health (AH) Foundation is hosting a yard sale Labor Day weekend. The AH Foundation purchased an exercise bike for the employee gym. The AH Foundation Jubilee Float received 1 <sup>st</sup> place. Foundation Manager Scogin noted the Wellness Week Color Run was successfully colorful! The Dinner Auction is scheduled for October 7 <sup>th</sup> at 5 PM and the theme is Emerald City. The location has been changed to Morton High School. There will be entertainment, dinner, and the fund-a-need is focused on equipment for the Rapid Care Clinic. Already accepting donations.			
<ul style="list-style-type: none"> <li>Finance Committee Report</li> </ul>	Commissioner Coppock's finance update included a financial spotlight from Pharmacy, financials are behind in revenue due to lower volumes, covid relief dollars paid back, and services being delays or not implemented. Supporting new capital opportunity included in resolution under New Business regarding an MRI unit. Retirement plan in good standing and support the resolution to surplus. Recently attended a meeting reiterating the importance of cyber security.			

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<ul style="list-style-type: none"> <li>Compliance Committee Report</li> </ul>	Commissioner McMahan's compliance update included reviewing risk assessment progress, supporting resolution to add Rob Mach as a Public Records Officer, finding a solution for paper records due to a DNV finding and 71% of the compliance workplan is complete YTD.			
<b>Consent Agenda</b>	<p>Board Chair Herrin announced the consent agenda items for consideration of approval:</p> <ol style="list-style-type: none"> <li>Approval of Minutes               <ol style="list-style-type: none"> <li>August 2, 2023, Compliance Committee Meeting</li> <li>July 26, 2023, Regular Board Meeting</li> <li>August 23, 2023, Finance Committee Meeting</li> </ol> </li> <li>Warrants &amp; EFTs in the amount of \$3,344,878.15 dated July 2023</li> <li>RES-23-17-Declaring to Surplus or Dispose of Certain Property</li> </ol>	<p>Commissioner Coppock made a motion to approve the Consent Agenda and Commissioner Frady seconded. The motion passed unanimously.</p> <p>Minutes, Warrants and Resolutions will be sent for electronic signatures.</p>	Executive Assistant Garcia	9.01.23
<b>Old Business</b> <ul style="list-style-type: none"> <li>None.</li> </ul>	Nothing to report.			
<b>New Business</b> <ul style="list-style-type: none"> <li>RES-23-18- Approving the Capital Purchase of the MRI Unit</li> </ul>	Ancillary Services Director Taylor presented the MRI Unit. DASH reporting shows outmigration from the District for MRI's. The new model is a stand-alone unit that would be onsite fulltime, smaller than the mobile unit, an 80 cm open bore which adds benefits to patients, significant reduction in helium, rural health focus to manage remotely with trained staff and ultimately increased access for patients. Discussed current access with financial impact, as well as expanded access with stronger financial impact. The plan is to have the unit match the look and feel of the hospital. Considering a walkway to avoid the weather	<p>Commissioner Coppock made a motion to approve RES-23-18 and Secretary Olive seconded. The motion passed unanimously.</p> <p>Resolution will be sent for electronic signatures.</p>	Executive Assistant Garcia	09.01.23

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	<p>between the ED and MRI Unit. Traffic will shift to a one way to accommodate the unit. There is a 6-month lead time for production so the purchase is budgeted for 2024. The benefit to signing now is there will be a 3-year warranty savings on the instrument.</p> <p>CMO Dr. McCurry supports this purchase knowing by having the unit onsite every day the hospital is increasing patient access which ultimately keeps patients with Arbor Health.</p> <p>The Board agreed this purchase aligns perfectly with the strategic plan and supports moving forward with the purchase.</p> <p>Superintendent Mach noted Siemen's agreed to an agreement that the District and cancel the agreement up until the unit arrives in the event we cannot move forward. DOH will do a site review too. The contractors are WA based.</p>			
<ul style="list-style-type: none"> <li>RES-23-19-Appointing Replacement Public Records Officer of Lewis County Hospital District No. 1</li> </ul>	Board Chair Herrin presented Resolution 23-19 noting the District needs to appoint a replacement PRO from Superintendent Everett to Superintendent Mach.	Commissioner Frady made a motion to approve RES-23-19 and Commissioner Coppock seconded. The motion passed unanimously.	Executive Assistant Garcia	09.01.23
<ul style="list-style-type: none"> <li>Board Policy and Procedure Review</li> </ul>	<p>Board Chair Herrin presented the following policies/procedures for review and/or revision:</p> <ol style="list-style-type: none"> <li>Annual Adoption of the Compliance Plan-Marked as Reviewed.</li> <li>Annual Adoption of the Quality Program Plan-Marked as Reviewed.</li> </ol>	<p>Commissioner Coppock made a motion to approve P &amp; P's and Secretary Olive seconded. The motion passed unanimously.</p> <p>Marked three documents as Reviewed in Lucidoc.</p>	Executive Assistant Garcia	09.01.23

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	3. Quality Improvement Oversight Information-Marked as Reviewed.			
<b>Superintendent Report</b>	<p>Superintendent Mach highlighted the memo in the packet and added the following updates:</p> <ol style="list-style-type: none"> <li>1. CNO Candidate Barbara Van Duren has accepted the position and start date TBD-October.</li> <li>2. Continue to recruit for APP positions.</li> <li>3. Continue to work on employee/patient parking with improvements to the property.</li> <li>4. Selected a new benefit broker in hopes of improving benefits and services for employees as well as minimizing price increases.</li> <li>5. Wellness Week was a big success with increased participation which is a bonus.</li> <li>6. Beginning discussions with a non-profit related to forgiving medical debt.</li> </ol>			
<b>Meeting Summary &amp; Evaluation</b>	<p>Superintendent Mach highlighted the meeting which included decisions made and action items.</p> <p>Secretary Olive noted the meeting was informative especially during the Pharmacy spotlight and MRI Capital Purchase discussion.</p> <p>Commissioner Frady thanked the Staff for their patience in answering questions.</p> <p>Commissioner Coppock noted the District is tracking strategically with a changed mindset for improvements which sets Arbor Health apart.</p> <p>Commissioner McMahan noted great discussions and feeling prepared for a bright future.</p>			

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	Board Chair Herrin appreciated hearing the public concerns to ensure transparency of the Board.			
<b>Guest Speaker</b> <ul style="list-style-type: none"> <li>Kurt O'Brien Consulting-Part 3</li> </ul>	The Board discussed building habits of communication. Reminded to debrief at the conclusion of meetings through collective group reflection.			
<b>Adjournment</b>	Commissioner Coppock moved and Commissioner Frady seconded to adjourn the meeting at 6:03 p.m. The motion passed unanimously.			

Respectfully submitted,

*Kim Olive*

Kim Olive (Oct 2, 2023 08:19 PDT)

Kim Olive, Secretary

Oct 2, 2023

Date









# 083023 Regular Board Meeting Minutes

Final Audit Report

2023-10-02

Created:	2023-09-28
By:	Shana Garcia (Sgarcia@mortongeneral.org)
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## "083023 Regular Board Meeting Minutes" History

-  Document created by Shana Garcia (Sgarcia@mortongeneral.org)  
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-  Document emailed to commissionerolive@myarborhealth.org for signature  
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-  Signer commissionerolive@myarborhealth.org entered name at signing as Kim Olive  
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-  Document e-signed by Kim Olive (commissionerolive@myarborhealth.org)  
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