



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

**January 25, 2023 at 3:30 p.m.**

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

<https://myarborhealth.zoom.us/j/86481906499>

Meeting ID: 864 8190 6499

One tap mobile: +12532158782,,86481906499#

Dial: +1 253 215 8782

**Mission Statement**

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

**Vision Statement**

**To provide accessible, quality healthcare.**

AGENDA	PAGE	TIME
<b>Call to Order</b>		
<b>Roll Call</b>		
<b>Reading of the Mission &amp; Vision Statement</b>		3:30 pm
<b>Approval or Amendment of Agenda</b>		
<b>Conflicts of Interest</b>		
<b>Comments and Remarks</b>		3:35 pm
<ul style="list-style-type: none"> <li>• Commissioners</li> <li>• Audience</li> </ul>		
<b>Executive Session-RCW 70.41.200 &amp; RCW 70.41.205</b>		3:40 pm
<ul style="list-style-type: none"> <li>• Medical Privileging-Dr. Travis Podbilski &amp; Medical Staff Coordinator Janice Cramer</li> <li>• Quality Improvement Oversight Report-Secretary Olive &amp; Quality Manager Julie Johnson &amp; CNO/CQO Sara Williamson</li> </ul>	6	
<b>Department Spotlight</b>		3:50 pm
<ul style="list-style-type: none"> <li>• Podiatry-Clinic Manager Char Hancock</li> </ul>	7	
<b>Board Committee Reports</b>		
<ul style="list-style-type: none"> <li>• Hospital Foundation Report-Committee Chair-Secretary Olive</li> </ul>	13	4:00 pm
<ul style="list-style-type: none"> <li>• Compliance Committee Report- Committee Chair-Commissioner McMahan</li> </ul>		4:05 pm
<ul style="list-style-type: none"> <li>• Finance Committee Report- Committee Chair-Commissioner Coppock</li> </ul>	15	4:10 pm
<b>Consent Agenda (Action)</b>		4:15 pm
<ul style="list-style-type: none"> <li>• Approval of Minutes: <ul style="list-style-type: none"> <li>○ December 14, 2022, Regular Board Meeting</li> <li>○ December 16, 2022, Special Board Meeting</li> <li>○ December 21, 2022, Finance Committee Meeting</li> <li>○ December 28, 2022, QIO Committee Meeting</li> <li>○ December 28, 2022, Special Board Meeting</li> <li>○ January 4, 2023, Compliance Committee Meeting</li> <li>○ January 9, 2023, Special Board Meeting</li> <li>○ January 18, 2023, Finance Committee Meeting</li> </ul> </li> </ul>	20 29 31 34 38 40 45 48	

<ul style="list-style-type: none"> <li>• Approve Documents Pending Board Ratification 01.25.23 <ul style="list-style-type: none"> <li>○ <i>To provide board oversight for document management in Lucidoc.</i></li> </ul> </li> </ul>	52	
<ul style="list-style-type: none"> <li>• RES 23-01-Ratifying and Approving a Public Records Policy/Procedure and Finding that Calculating Actual Costs of Producing Records would be Unduly Burdensome and Issuing a Formal Order that Maintaining an Index would be Unduly Burdensome <ul style="list-style-type: none"> <li>○ <i>To ratify and approve sections 1, 2, 3 and 4, as outlined in the resolution and attachments.</i></li> </ul> </li> </ul>	53	
<ul style="list-style-type: none"> <li>• RES 23-02-Declaring to Surplus or Dispose of Certain Property <ul style="list-style-type: none"> <li>○ <i>To approve liquidation of items beyond their useful life.</i></li> </ul> </li> </ul>	62	
<ul style="list-style-type: none"> <li>• RES 23-03-Adopting the 2023 Compliance Workplan <ul style="list-style-type: none"> <li>○ <i>To adopt the 2023 Compliance Workplan.</i></li> </ul> </li> </ul>	64	
<ul style="list-style-type: none"> <li>• 2023 Medical Staff Appointments <ul style="list-style-type: none"> <li>○ <i>DNV NIAHO MS.2 Accountability/Responsibility-Identifying Chief of Staff and medical staff leadership assignments.</i></li> </ul> </li> </ul>	67	
<ul style="list-style-type: none"> <li>• Warrants &amp; EFTs in the amount of \$3,148,154.24 dated December 2022</li> </ul>	68	
<b>Old Business</b> <ul style="list-style-type: none"> <li>• Board Development <ul style="list-style-type: none"> <li>○ <i>To discuss the 2023 schedule/plan.</i></li> </ul> </li> </ul>	71	4:22 pm
<ul style="list-style-type: none"> <li>• Open Public Meetings Act (<i>Verbal Update-Superintendent Everett</i>) <ul style="list-style-type: none"> <li>○ <i>To discuss the Board's interest in recording board meetings.</i></li> </ul> </li> </ul>		4:25 pm
<ul style="list-style-type: none"> <li>• Interview At-Large Commissioner Position #4 <ul style="list-style-type: none"> <li>○ <i>To interview commissioner candidate(s) for the vacant position.</i></li> </ul> </li> </ul>	72	4:30 pm
<b>Executive Session-RCW 42.30.110 (h)</b> <ul style="list-style-type: none"> <li>• <i>To evaluate the qualifications of a candidate for appointment to elective office.</i></li> </ul>		5:10 pm
<b>Old Business Continued</b> <ul style="list-style-type: none"> <li>• Appointment of Commissioner Position #4 (<i>Action</i>) <ul style="list-style-type: none"> <li>○ <i>To appoint and complete the oath of office effective February 1, 2023.</i></li> </ul> </li> </ul>		5:20 pm
<ul style="list-style-type: none"> <li>• Strategic Planning 1-Day Retreat <ul style="list-style-type: none"> <li>○ <i>To discuss date, time, and location.</i></li> </ul> </li> </ul>	81	5:30 pm
<b>New Business</b> <ul style="list-style-type: none"> <li>• RES 23-04-Appoint Lewis County Hospital District No. 1's Superintendent (<i>Action</i>) <ul style="list-style-type: none"> <li>○ <i>To appoint Kyle Kellum as LCHD No. 1's new Superintendent.</i></li> </ul> </li> </ul>	83	5:40 pm
<ul style="list-style-type: none"> <li>• Electronic Signatures <ul style="list-style-type: none"> <li>○ <i>To review and revise with new positions and commissioners.</i></li> </ul> </li> </ul>	93	5:50 pm
<ul style="list-style-type: none"> <li>• Community Listening Sessions <ul style="list-style-type: none"> <li>○ <i>To inform and solicit commissioner participation in community events.</i></li> </ul> </li> </ul>	95	5:55 pm
<ul style="list-style-type: none"> <li>• No Show Charges <ul style="list-style-type: none"> <li>○ <i>To discuss the pros/cons of a no-show policy.</i></li> </ul> </li> </ul>	97	6:05 pm
<b>Superintendent Report (<i>Verbal Update-Superintendent Everett</i>)</b> <ul style="list-style-type: none"> <li>• Packwood Clinic</li> <li>• Elbe Property</li> <li>• Conclusion of Incident Command</li> <li>• Federal Public Health Emergency Declaration Update</li> <li>• 2022 Q4 Department Strategic Measures</li> </ul>	105	6:15 pm
<b>Meeting Summary &amp; Evaluation</b>		6:25 pm
<b>Next Board Meeting Dates and Times</b> <ul style="list-style-type: none"> <li>• Regular Board Meeting-February 22, 2023 @ 3:30 PM (ZOOM &amp; In Person)</li> </ul> <b>Next Committee Meeting Dates and Times</b> <ul style="list-style-type: none"> <li>• Compliance Committee Meeting-February 1, 2023 @ 12:00 PM (ZOOM)</li> <li>• QIO Committee Meeting-February 8, 2023 @ 7:00 AM (ZOOM)</li> </ul>		

• Finance Committee Meeting-February 15, 2023 @ 12:00 PM (ZOOM)		
<b>Adjournment</b>		6:30 pm