



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

July 31, 2024, at 3:30 p.m.

Conference Room 1 & 2 and via ZOOM

<https://myarborhealth.zoom.us/j/88957566693>

Meeting ID: 889 5756 6693

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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
Call to Order Roll Call Unexcused/Excused Absences Reading the Mission & Vision Statements	<p>Board Chair Herrin called the meeting to order at 3:30 p.m.</p> <p>Commissioners present:</p> <ul style="list-style-type: none"><input checked="" type="checkbox"/> Tom Herrin, Board Chair<input checked="" type="checkbox"/> Craig Coppock, Secretary<input checked="" type="checkbox"/> Wes McMahan<input checked="" type="checkbox"/> Van Anderson<input type="checkbox"/> Chris Schumaker <p>Others present:</p> <ul style="list-style-type: none"><input checked="" type="checkbox"/> Robert Mach, Superintendent<input checked="" type="checkbox"/> Shana Garcia, Executive Assistant<input checked="" type="checkbox"/> Barbara Van Duren, CNO/CQO<input type="checkbox"/> Cheryl Cornwell, CFO<input type="checkbox"/> Shannon Kelly, CHRO<input type="checkbox"/> Julie Taylor, Ancillary Services Director<input type="checkbox"/> Dr. Kevin McCurry, CMO<input type="checkbox"/> Matthew Lindstrom, CFMO<input checked="" type="checkbox"/> Spencer Hargett, Compliance Officer<input checked="" type="checkbox"/> Barb Goble, Medical Staff Coordinator<input checked="" type="checkbox"/> Dr. Victoria Acosta, Chief of Staff	<p>Excused Absences:</p> <p>Commissioner Schumaker (Work Commitment)</p>		

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	<input checked="" type="checkbox"/> Clint Scogin, Controller <input type="checkbox"/> Jessica Scogin, Foundation Manager <input checked="" type="checkbox"/> Diane Markham, Marketing & Communications Manager <input checked="" type="checkbox"/> Jim Frey, IT Director <input checked="" type="checkbox"/> Julie Johnson, QMRC Manager <input checked="" type="checkbox"/> Buddy Rose, The Journal <input checked="" type="checkbox"/> Laura Glass, Interim Acute Care & ED Manager <input checked="" type="checkbox"/> Robert Houser, Imaging Manager Board Chair Herrin noted the chat function has been disabled and the meeting will not be recorded.			
Approval or Amendment of Agenda	Superintendent Mach requested to remove the Guest Speaker report, as well as to add Resolution 24-14- Approving the Capital Purchase of the Kitchen Hood Replacement to New Business.	Secretary Coppock made a motion to approve the amended agenda. Commissioner Anderson seconded, and the motion passed unanimously.		
Conflicts of Interest	Board Chair Herrin asked the attendees to state any conflicts of interest with today's amended agenda.	None noted.		
Comments and Remarks	Commissioners: Commissioner McMahan noted attending a 50 th Class Reunion and shared about Arbor Health's hospital, clinics, dedicated staff, a proactive board and a very bright future ahead. Audience: None.			
Executive Session <ul style="list-style-type: none"> RCW 70.41.200 	Board Chair Herrin announced going into executive session at 3:35 p.m. for 10 minutes to discuss RCW 70.41.200-Medical Privileging. Board Chair Herrin extended Executive Session by 5 minutes. The Board returned to open session at 3:50 p.m. Board Chair Herrin noted no decisions were made in Executive Session. Initial Appointments:			

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	<p>Arbor Health</p> <ol style="list-style-type: none"> 1. Emily Johnston, MD (Emergency Medicine) 2. Owen McGrane, MD (Emergency Medicine) 3. Karen McGrane, MD (Emergency Medicine) 4. John Hines, DO (Family Medicine) <p>Radiology Consulting Privileges</p> <ol style="list-style-type: none"> 1. Brendan Harrison, MD 2. Brian C. Tryon, MD <p>Telestroke/Neurology Consulting Privileges</p> <ol style="list-style-type: none"> 1. Meghan Romba, MD 2. Lien Nyugen, DO <p>Reappointments:</p> <p>Arbor Health</p> <ol style="list-style-type: none"> 1. Anthony Fritz, MD (Internal Medicine) 2. Don Allison, MD (Family Medicine) 3. Stanford Tran, MD (Emergency Medicine) <p>Radiology Consulting Privileges (Radia Inc.)</p> <ol style="list-style-type: none"> 1. Mark Winkler, MD 2. Andrew Taylor, MD 3. David Gorrell, MD 4. Patrick Hurley, MD 5. Jonathan Lee, MD <p>Telestroke/Neurology Consulting Privileges</p> <ol style="list-style-type: none"> 1. Michael Marvi, MD 	<p>Commissioner Anderson made a motion to approve the Medical Privileging as presented with adding John Hines, DO and Secretary Coppock seconded. The motion passed unanimously.</p>		

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	2. Robert Lada, MD 3. Kishan Patel, MD 4. Lindsey Frischmann, DO 5. Tarvinder Singh, MD 6. Kinjal Desai, MD 7. Kyle Ogami, MD Cardiology Consulting Privileges 1. Hartaj Girm, MD			
Department Spotlight	Board Chair Herrin noted the department spotlight is deferred to August.			
Board Committee Reports <ul style="list-style-type: none"> Hospital Foundation Report 	Board Chair Herrin highlighted the following: <ol style="list-style-type: none"> The AH Foundation is putting a float in the Jubilee parade and selling 50/50 raffle tickets, volunteers needed. The Independence Day Run had over 250 participants, a great event. The AH Foundation Auction is scheduled for October 12th and accepting for donations. This year's Fund-A-Need is comfort furniture for the family of patients. 			
<ul style="list-style-type: none"> Plant Planning Committee 	Commissioner McMahan highlighted the following: <ol style="list-style-type: none"> PKA Architects presented a Master Facility Plan with potential ideas. Planning for PKA to be a guest speaker at an upcoming board meeting. Property improvement updates year to date. 			
<ul style="list-style-type: none"> Finance Committee Report 	Commissioner McMahan highlighted the financial summary making note May and June were both strong months. With both volumes and revenue up, naturally expenses follow given the supply needs. All relevant to demand. A positive net income YTD at			

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	\$878,840 moving the district over a million ahead of budget.			
Consent Agenda	<p>Board Chair Herrin 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. May 29, 2024, Regular Board Meeting b. June 5, 2024, Plant Planning Committee Meeting c. June 12, 2024, QIO Committee Meeting d. June 19, 2024, Finance Committee Meeting e. July 10, 2024, Special Board Meeting f. July 24, 2024, Finance Committee Meeting 2. Warrants & EFTs in the amount of \$3,455,839.41 dated May 2024 3. Warrants & EFTs in the amount of \$4,368,313.25 dated June 2024 4. Resolution 24-12-Declaring to Surplus or Dispose of Personal Property 	<p>Secretary Coppock made a motion to approve the Consent Agenda and Commissioner Anderson seconded. The motion passed unanimously.</p> <p>Minutes and Warrants will be sent for electronic signatures.</p>	Executive Assistant Garcia	08.02.24
Old Business <ul style="list-style-type: none"> Board Education-Cybersecurity Training w/KnowBe4 	Board Chair Herrin proposed the Board participate in Cybersecurity Training. The Board supported moving forward with KnowBe4 Training or something similar given the low cost per person, well worth it.	Assign cybersecurity training in fourth quarter.	Superintendent Mach & IT Director Frey	Prior to 12.18.24
<ul style="list-style-type: none"> Community Engagement Discussion 	Board Chair Herrin recommended following up on the community discussions that the Board planned with the Kurt O'Brien training. Board Chair Herrin proposed creating a plan on where the Board wants to go from here for the rest of 2024. Superintendent Mach shared a calendar of this month's events	Create monthly calendar of district events and a script to stay on a similar path.	Superintendent Mach	Prior to 08.13.24 Fire District Meeting w/Commissioner Anderson

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	that were available online in the District. Superintendent Mach will plan to email monthly and please share if there are more to be included for opportunities to join into community district events. The board remains focused on finding out what the community want from the hospital and how can we improve the experience. Board Chair Herrin proposed picking one event per commissioner in the last five months of the year. The Board will be there to listen, keep it simple and invite Superintendent Mach for Q & A. In the meantime, Superintendent Mach will create a script in preparation to keep all board members on a similar path.			
New Business <ul style="list-style-type: none"> Resolution 24-13- Approving the Capital Purchase of Physical Servers, Operating Systems, Storage Array & Networking Equipment 	IT Director Frey presented Resolution 24-13 noting the current IT equipment is aged and needs to be replaced. The new equipment will be serviceable, a more stable platform, an expansion of resources, higher performance, more memory/storage and accommodate growth of the District. IT Director Frey confirm this was included in the 5-Year Capital Plan.	<p>Commissioner Anderson made a motion to approve Resolution 24-13 and Secretary Coppock seconded. The motion passed unanimously.</p> <p>Resolution will be sent for electronic signatures.</p>	Executive Assistant Garcia	08.02.24
<ul style="list-style-type: none"> Resolution 24-14- Approving the Capital Purchase of the Kitchen Hood Replacement 	Superintendent Mach Rob presented Resolution 24-14 noting the hospital received an NC1 finding when DNV was onsite. This was a known issue that the fire suppression system in the kitchen hood is no longer UL compliant and needs to be replaced.	<p>Secretary Coppock made a motion to approve Resolution 24-14 and Commissioner McMahan seconded. The motion passed unanimously.</p> <p>Resolution will be sent for electronic signatures.</p>	Executive Assistant Garcia	08.02.24

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<ul style="list-style-type: none"> 2024 WSHA & AWPHD Rural Hospital Leadership Conference 	<p>The presented highlights of the conference which included insight on similar financial issues, ways to monitor risk, engaging the community and integrating quality of care. Superintendent Mach was thankful that the conference was geared towards boards too this year. The Board appreciated EA Garcia for the lodging right there at the resort where the conference was located and hope to stay there again next year.</p>			
<ul style="list-style-type: none"> Board Policy & Procedure Review 	<p>Board Chair Herrin presented the following policies/procedures for review and/or revision:</p> <ol style="list-style-type: none"> 1. Annual Adoption of the Compliance Plan-Marked as Reviewed. 2. Annual Adoption of the Quality Program Plan-Marked as Reviewed. 3. Quality Improvement Oversight Information-Marked as Reviewed. 	<p>Secretary Coppock made a motion to approve P & P's and Commissioner McMahan seconded. The motion passed unanimously.</p> <p>Marked three documents as Reviewed in Lucidoc</p>	Executive Assistant Garcia	08.02.24
Superintendent Report	<p>Superintendent Mach highlighted the memo in the packet and added the following updates:</p> <ol style="list-style-type: none"> 1. Our thoughts and prayers to a dear coworker in dietary this week. Vi will be missed by all. 2. Several clinical travelers in queue. 3. Recruiting another massage therapist. 4. Another successful 5K in Mossyrock. 5. Ordered a new washer in dryer, both in the capital budget and staff are excited. 6. PKA will present the master facility plan in September now. 7. Inpatient numbers are already lower in July. 8. Wipfli will present the 2023 Financial Audit in August now. 			

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	9. Included dashboards comparing Arbor Health to other WA hospitals.			
Executive Session-RCW 42.30.110 (g) To discuss the performance of a public employee.	Board Chair Herrin announced going into executive session at 4:56 p.m. for 30 minutes to discuss RCW 42.30.110(g)-To discuss the performance of a public employee. At 5:26 p.m. Board Chair Herrin extended Executive Session by 10 minutes. The Board returned to open session at 5:36 p.m. Board Chair Herrin noted no decisions were made in Executive Session.	Commissioner Anderson made a motion to approve the Superintendent's new annual compensation in line with the documents and data provided by compensation consultant and Secretary Coppock seconded. The motion passed unanimously. Commissioner Anderson made a motion to approve the 2024 & 2025 Superintendent's goals as presented by Superintendent Mach and Commissioner McMahan seconded. The motion passed unanimously. File documents with HR.	Board Chair Herrin	08.02.24
Meeting Summary & Evaluation	Commissioner Anderson noted the Board went over time limits on the agenda. Secretary Coppock noted the hospital is tracking. Board Chair Herrin commended the work being done given the report updates in today's meeting. Secretary Coppock requested to move Compliance Committee from August 7 th to the 14 th to avoid Jubilee week festivities. The Board agreed to the calendar change.	Move the calendar invite for Compliance Committee from August 7 th to August 14 th .	Executive Assistant Garcia	08.02.24
Adjournment		Secretary Coppock moved, and Commissioner Anderson seconded to adjourn the		

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		meeting at 5:45 p.m. The motion passed unanimously.		
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Respectfully submitted,

Craig Coppock
Craig Coppock (Sep 2, 2024 20:38 PDT)

Craig Coppock, Secretary

09/02/24

Date






073124 Regular Board Meeting Minutes

Final Audit Report

2024-09-03

Created:	2024-08-30
By:	Shana Garcia (Sgarcia@mortongeneral.org)
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"073124 Regular Board Meeting Minutes" History

-  Document created by Shana Garcia (Sgarcia@mortongeneral.org)
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-  Email viewed by Craig Coppock (commissionercoppock@myarborhealth.org)
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-  Document e-signed by Craig Coppock (commissionercoppock@myarborhealth.org)
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