



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

**November 27, 2024, at 3:30 p.m.**

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

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

Meeting ID: 889 5756 6693

One tap mobile: +12532158782, 88957566693#

Dial: +1 253 215 8782

**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>	<p>Board Chair Herrin called the meeting to order at 3:30 p.m.</p> <p><b>Commissioners present:</b></p> <ul style="list-style-type: none"><li><input checked="" type="checkbox"/> Tom Herrin, Board Chair</li><li><input checked="" type="checkbox"/> Craig Coppock, Secretary</li><li><input checked="" type="checkbox"/> Wes McMahan</li><li><input checked="" type="checkbox"/> Van Anderson</li><li><input checked="" type="checkbox"/> Chris Schumaker</li></ul> <p><b>Others present:</b></p> <ul style="list-style-type: none"><li><input checked="" type="checkbox"/> Robert Mach, Superintendent</li><li><input checked="" type="checkbox"/> Shana Garcia, Executive Assistant</li><li><input type="checkbox"/> Barbara Van Duren, CNO/CQO</li><li><input checked="" type="checkbox"/> Cheryl Cornwell, CFO</li><li><input type="checkbox"/> Shannon Kelly, CHRO</li><li><input type="checkbox"/> Julie Taylor, COSO</li><li><input type="checkbox"/> Dr. Kevin McCurry, CMO</li><li><input type="checkbox"/> Matthew Lindstrom, CFPO</li><li><input checked="" type="checkbox"/> Spencer Hargett, Compliance Officer</li><li><input checked="" type="checkbox"/> Barb Goble, Medical Staff Coordinator</li><li><input checked="" type="checkbox"/> Jim Frey, IT Director</li><li><input checked="" type="checkbox"/> Dr. Victoria Acosta, Chief of Staff</li></ul>			

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	<p> <input checked="" type="checkbox"/> Laura Glass, Patient Care Services Director  <input checked="" type="checkbox"/> Jessica Scogin, Foundation Manager  <input checked="" type="checkbox"/> Robert Houser, Imaging Manager  <input checked="" type="checkbox"/> Buddy Rose, Journalist  <input checked="" type="checkbox"/> Diane Markham, Marketing &amp; Communication Manager </p> <p>Board Chair Herrin noted the chat function has been disabled and the meeting will not be recorded.</p>			
<b>Approval or Amendment of Agenda</b>	Secretary Coppock requested to add Compliance Committee Report to Board Committee Reports.	Secretary Coppock made a motion to approve the amended agenda. Commissioner Schumaker 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 amended agenda.	None noted.		
<b>Comments and Remarks</b>	<p>Commissioners: Commissioner Anderson received feedback from patients on the days of the week Rapid Care is open, as well as discomfort seeing a rapid care physician verses your primary care physician. Commissioner Anderson inquired on if the District is tracking patient satisfaction for access to Rapid Care, as well as the patient experience with the physician. Also, Commissioner Anderson shared two community meetings; one in Packwood related to radio transmitters and the second one in Glenoma at the Fire Department.</p> <p>Commissioner McMahan commended Foundation Manager Scogin and the efforts of the Foundation's connections with the local schools. This first aid response training is awesome to see.</p>			

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	Audience: None.			
<b>Executive Session</b> <ul style="list-style-type: none"> <li>RCW 70.41.200</li> </ul>	<p>Board Chair Herrin announced going into executive session at 3:40 p.m. for 5 minutes to discuss RCW 70.41.200-Medical Privileging. The Board returned to open session at 3:45 p.m. Board Chair Herrin noted no decisions were made in Executive Session.</p> <p>Initial Appointments:</p> <p>Arbor Health</p> <ol style="list-style-type: none"> <li>Marc Kranz, MD (Emergency Medicine)</li> </ol> <p>Reappointments:</p> <p>Arbor Health</p> <ol style="list-style-type: none"> <li>Karolyn Moody, DO (Emergency Medicine)</li> </ol> <p>Radiology Consulting Privileges</p> <ol style="list-style-type: none"> <li>Shaheen Umar, MD</li> <li>Timothy Larson, MD</li> <li>Bart Keogh, MD</li> </ol> <p>Telestroke/Neurology Consulting Privileges</p> <ol style="list-style-type: none"> <li>Neha Mirchandani, MD</li> </ol>	<p>Secretary Coppock made a motion to approve the Medical Privileging as presented and Commissioner Anderson seconded. The motion passed unanimously.</p>		
<b>Department Spotlight</b> <ul style="list-style-type: none"> <li></li> </ul>	Deferred			
<b>Board Committee Reports</b> <ul style="list-style-type: none"> <li>Hospital Foundation Report</li> </ul>	<p>Board Chair Herrin highlighted the following:</p> <ol style="list-style-type: none"> <li>The Dinner Auction was a success, bringing in \$44,000.</li> <li>Mammos and Mocktails was a success event for patients.</li> <li>Employee appreciate day was a success and everyone enjoyed the pie. To show appreciate to the staff again this year \$30 gift cards were provided along with a water bottle.</li> <li>The annual giftshop sale is December 3<sup>rd</sup> and 4<sup>th</sup>.</li> </ol>			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
<ul style="list-style-type: none"> <li>Finance Committee Report</li> </ul>	Commissioner McMahan highlighted good financials again for the month of October. Strong net patient service revenues naturally bring an increase in expenses in salaries and supplies. As noted, the Balance Sheet shows an increase in Cash and decrease in AR, both headed in the right direction. Also, Commissioner McMahan noted as stated in the Finance Minutes there was additional services billed in the OR that resulted in corrections in contractual adjustment to correct the errors. Overall,			
<ul style="list-style-type: none"> <li>Compliance Committee Report</li> </ul>	Secretary Coppock noted the highlight of the meeting was completing the compliance risk assessment. The committee provided insights on the high risk areas to identify and evaluate which risks would move to the 2025 Compliance Workplan.			
<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>1. Approval of Minutes               <ol style="list-style-type: none"> <li>a. October 30, 2024, Regular Board Meeting</li> <li>b. November 6, 2024, Compliance Committee Meeting</li> <li>c. November 12, 2024, Special Board Meeting</li> <li>d. November 25, 2024, Finance Committee Meeting</li> </ol> </li> <li>2. Warrants &amp; EFTs in the amount of \$3,744,924.14 dated October 2024</li> </ol>	<p>Commissioner Anderson made a motion to approve the Consent Agenda and Secretary Coppock seconded. The motion passed unanimously.</p> <p>Minutes and Warrants will be sent for electronic signatures.</p>	Executive Assistant Garcia	12.02.24
<b>Old Business</b> <ul style="list-style-type: none"> <li>Board Community Engagement Evaluation</li> </ul>	Board Chair Herrin pulsed the Board on completing their 4 <sup>th</sup> quarter community engagements to identify if there was value add by			



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<ul style="list-style-type: none"> <li><b>Board Self Evaluation</b></li> </ul>	<p>Board Chair Herrin presented the annual board self-evaluation. Board Chair requested the Board completes and returns by December 6, 2024, to discuss at the December 18, 2024, Regular Board Meeting.</p> <p>Executive Assistant Garcia will email to electronically complete.</p>	<p>Complete electronically and return to Executive Assistant Garcia.</p>	<p>Board of Commissioners</p>	<p>12.06.24</p>
<ul style="list-style-type: none"> <li><b>2025 Board Meeting Schedule</b></li> </ul>	<p>Board Chair Herrin presented the 2025 schedule with the last Wednesday of every month, as well as the proposed schedule with a couple changes.</p> <p>The Board supported the proposed schedule for 2025.</p>	<p>Commissioner McMahan made a motion to approve the proposed 2025 board meeting schedule and Secretary Coppock seconded. The motion passed unanimously.</p> <p>Publish 2025 schedule as a legal and AH website.</p>	<p>Executive Assistant Garcia</p>	<p>12.31.24</p>
<p><b>Superintendent Report</b></p>	<p>Superintendent Mach highlighted the memo in the packet and added the following updates:</p> <ol style="list-style-type: none"> <li>1. Shared a patient thank you.</li> <li>2. Celebrated another great month.</li> <li>3. Celebrated 95% of employees completed the Compliance Survey to win the Compliance Cup. While we did not win, we are celebrating with pizza.</li> <li>4. Kudos to Diane Markham for winning the best billboard in the marketing magazine OOH Today. The billboard was named number one in the top ten in the nation for creativity.</li> <li>5. Shared updated strategic plan noting areas of progress.</li> <li>6. Reviewed 2024 goals.</li> <li>7. MRI project continues to be on hold with the State of WA. Continue to review solutions.</li> </ol>			

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<b>Meeting Summary &amp; Evaluation</b>	Superintendent Mach provided a meeting summary. Secretary Coppock appreciates in finance committee report hearing the trends and patterns, as well as appreciates all the work being completed there. Commissioner Schumaker noted good info shared in today's meeting. Superintendent Mach appreciates the Board. Commissioner Anderson noted being ahead of schedule and believes the homework is being done before the meetings. Commissioner McMahan gave kudos to the finance team and how well the board is working together. Board Chair Herrin recalled Administration noting to stay the course and the financials would turnaround. Everyone is making a difference around the table working together.			
<b>Executive Session- RCW 42.30.110 (g)</b> To discuss the performance of a public employee.	Board Chair Herrin announced going into executive session at 4:45 p.m. for 20 minutes to discuss RCW 42.30.110(g)-To discuss the performance of a public employee. At 5:05 p.m. Board Chair Herrin extended Executive Session by 25 minutes. At 5:30 p.m. Board Chair Herrin extended Executive Session by 5 minutes. The Board returned to open session at 5:35 p.m. Board Chair Herrin noted no decisions were made in Executive Session.	Commissioner Schumaker made a motion to award a retention incentive of 15% as specified in the Superintendent's Employment Agreement based on the 2024 goals approved in July of 2024 and Commissioner McMahan seconded. The motion passed unanimously.  Secretary Coppock made a motion to approve the 2025 Superintendent's goals which aligns with the fiscal year, January 1, 2025-December 31, 2025 and Commissioner McMahan seconded. The motion passed unanimously.		

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
		Secretary Coppock made a motion to approve Superintendent Mach to offer retention bonuses due to the continuing healthcare staffing shortages to staff deemed eligible not to exceed \$200,000 and Commissioner Anderson seconded. The motion passed unanimously.		
<b>Adjournment</b>		Secretary Coppock moved, and Commissioner Schumaker seconded to adjourn the meeting at 5:40 p.m. The motion passed unanimously.		

Respectfully submitted,

Craig Coppock  
Craig Coppock (Dec 18, 2024 22:05 PST)

Craig Coppock, Secretary

12/18/24

Date



# 112724 Regular Board Meeting Minutes

Final Audit Report

2024-12-19

Created:	2024-12-19
By:	Shana Garcia (Sgarcia@mortongeneral.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAOd74MUIJ6uVemS6XUDnCk4ZxFFE46DgH

## "112724 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)

Signature Date: 2024-12-19 - 6:05:33 AM GMT - Time Source: server



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