



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

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

Conference Room 1 & 2 and via ZOOM

<https://myarborhealth.zoom.us/j/83730587850>

Meeting ID: 837 3058 7850

One tap mobile: +12532050468,,83730587850#

Dial: +1 253 205 0468 US

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	Board Chair Herrin called the meeting to order at 3:30 p.m. Commissioners present: <input checked="" type="checkbox"/> Tom Herrin, Board Chair <input checked="" type="checkbox"/> Craig Coppock <input checked="" type="checkbox"/> Wes McMahan <input checked="" type="checkbox"/> Van Anderson <input checked="" type="checkbox"/> Chris Schumaker Others present: <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 checked="" type="checkbox"/> Cheryl Cornwell, CFO <input type="checkbox"/> Shannon Kelly, CHRO <input checked="" type="checkbox"/> Julie Taylor, Ancillary Services Director <input type="checkbox"/> Dr. Kevin McCurry, CMO <input checked="" type="checkbox"/> Matthew Lindstrom, CFMO <input checked="" type="checkbox"/> Spencer Hargett, Compliance Officer <input checked="" type="checkbox"/> Barb Goble, Medical Staff Coordinator			

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	<p> <input checked="" type="checkbox"/> Dr. Victoria Acosta, Chief of Staff <input checked="" type="checkbox"/> Clint Scogin, Controller <input checked="" type="checkbox"/> Julie Johnson, QMRC Manager <input checked="" type="checkbox"/> Jessica Scogin, Foundation Manager <input checked="" type="checkbox"/> Jim Frey, IT Director <input checked="" type="checkbox"/> Diane Markham, Marketing and Communication Manager <input checked="" type="checkbox"/> Buddy Rose, The Journal <input checked="" type="checkbox"/> Janice Cramer, Patient Access Manager <input checked="" type="checkbox"/> Robert Houser, Imaging Manager </p> <p>Board Chair Herrin noted the chat function has been disabled and the meeting will not be recorded.</p>			
Approval or Amendment of Agenda	Superintendent Mach requested to add Resolution 24-04-Approving the Capital Purchase of the Morton Clinic Insulation to New Business.	Commissioner Anderson made a motion to approve the amended agenda. Commissioner Coppock 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	<p>Commissioners: Commissioner Coppock welcomed Commissioners Anderson and Schumaker. Commissioner Anderson thanked the orientation team for the warm welcome and support. Commissioner Schumaker echoed a great orientation, a great team and excited for the things to come. Commissioner McMahan echoed a welcome to the new commissioners and looking forward to the future. Nothing there are going to be challenges ahead financially, but with the right team, community involvement, we are moving in the right direction. Board Chair Herrin concluded welcoming both commissioners and happy to hear</p>			

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	<p>great reviews on the orientation as Executive Assistant Garcia put a lot of energy into making it a success, as well as all of the other members of the team that participated too.</p> <p>Audience: None.</p>			
Executive Session-RCW 70.41.200 & RCW 42.30.110(g)	<p>Board Chair Herrin announced going into executive session at 3:40 p.m. for 15 minutes to discuss RCW 70.41.200-Medical Privileging and RCW 42.30.110(g)-to discuss the performance of a public employee. The Board returned to open session at 3:55 p.m. Board Chair Herrin noted no decisions were made in Executive Session.</p> <p>Initial Appointments:</p> <p>Radia Inc.</p> <ol style="list-style-type: none"> 1. Sandeep Shah, MD (Consulting Radiology Privileges) 2. Joe Pastrano, MD (Consulting Radiology Privileges) 3. Eric Hoover, MD (Consulting Radiology Privileges) <p>Providence Health & Services Privileging by Proxy</p> <ol style="list-style-type: none"> 4. Amin Rabiei, MD (Consulting Telehealth/Neurology Privileges) 5. Meghana Srinivas Kinariwala, MD (Consulting Telehealth/Neurology Privileges) <p>Reappointments:</p> <p>Radia</p>	<p>Commissioner Coppock made a motion to approve the Medical Privileging as presented, Commissioner Anderson seconded. The motion passed unanimously.</p>		

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	<p>6. Lauren Fetty, MD (Consulting Radiology Privileges)</p> <p>Providence Health & Services Privileging by Proxy</p> <p>1. Ravi Menon, MD (Consulting Telestroke/Neurology Privileges)</p> <p>2. Maria Recio, MD (Consulting Telestroke/Neurology Privileges)</p>			
<p>Department Spotlight</p> <ul style="list-style-type: none"> Patient Access 	<p>Patient Access Manager Cramer highlighted the Patient Access staff are the face of the hospital and are here to help. The department serves multiple service lines, responsible for encounters, verifying insurance, collect payments and review patient accounts in regard to billing questions. 2023 successes included staffing the department, reducing registration errors, reducing authorization denials, attending IDT, updating forms, tracking IMM's and registering patients in the cubicles for more patient privacy.</p>			
<p>Board Committee Reports</p> <ul style="list-style-type: none"> Hospital Foundation Report 	<p>Board Chair Herrin highlighted the 2024 upcoming events and if interested in volunteering or participating, connect with Foundation Manager Scogin. The budget will be presented in February, officers remained the same and shared the list of accomplishments in 2023. A year to celebrate for sure</p>			
<ul style="list-style-type: none"> Finance Committee Report 	<p>Commissioner McMahan highlighted the December Meeting. Again, the budget is conservative, we need to grow revenue, which will grow cash. The 2023 Audit process will commence in the next couple months, which may produce a positive impact to the bottom line.</p>	<p>Discuss Volume to Value impact.</p>	<p>Superintendent Mach & CFO Cornwell</p>	<p>02.21.24 Finance Committee Meeting</p>

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	Commissioner McMahan inquired on the current impact of the volume to value transition. CFO Cornwell requested to discuss this topic at the next Finance Committee Meeting.			
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. December 20, 2023, Finance Committee Meeting b. December 20, 2023, Regular Board Meeting c. January 24, 2024, Finance Committee Meeting 2. Warrants & EFTs in the amount of \$2,842,807.01 dated December 2023 3. RES-24-01-Adopting the Flexible Spending Account Plan 4. RES-24-02-Declaring to Surplus or Dispose of Personal Property <p>Commissioner Anderson noted the Warrant & EFT amount is incorrect, as the voided check was not deducted from the total.</p>	<p>Commissioner Coppock made a motion to approve the Consent Agenda as amended and Commissioner Anderson seconded. The motion passed unanimously.</p> <p>Minutes, Resolutions and Warrants (updated with correct amount) will be sent for electronic signatures.</p>	Executive Assistant Garcia	02.02.24
Old Business <ul style="list-style-type: none"> • 2024 Organization & Officers of the Board of Commissioners 	<p>Board Chair Herrin shared the Board needs to elect the Board Chair and Secretary.</p> <p>Commissioner Coppock opened the floor for nominations for Board Chair. Commissioners Schumaker and Anderson were not interested. Commissioner McMahan was interested in the role.</p> <p>Commissioner Coppock opened the floor for nominations for Secretary.</p> <p>Board Chair Herrin accepted being re-elected at Board Chair and reiterated the importance of being able to be in person and available in</p>	<p>Commissioner Schumaker made a motion to elect Wes McMahan as Board Chair. Commissioner Anderson seconded. No other votes were recorded. The motion failed.</p> <p>Commissioner Anderson made a motion to elect Tom Herrin as Board Chair and Commissioner McMahan seconded. The motion passed 4-</p>		

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	this role to the Board and Superintendent.	0 without Commissioner Herrin voting. Board Chair Herrin made a motion to elect Craig Coppock as Secretary and Commissioner McMahan seconded. The motion passed unanimously. Committee Meeting invites will be email accordingly.	EA Garcia	02.02.24
New Business <ul style="list-style-type: none"> Elected Official Salaries 	Board Chair Herrin informed the Board that the daily rate for commissioner pay for new and existing commissioners for Special Purpose District for PHD's is increasing from \$128 to \$161 effective January 1, 2024. This is evaluated every five years.	Submit PAR to HR for Board Increase.	Superintendent Mach	02.02.24
<ul style="list-style-type: none"> RES-24-03- Approving the Capital Purchase of the Ultrasound Equipment 	Imaging Manager Houser presented the proposed purchase of two ultrasounds, the Siemens Sequoia and Redwood. The Arbor Health Foundation received a grant and has approve to fund this equipment up to \$70,000. The hospital current equipment is end of life and image quality, as well as software are aging too. This equipment will add revenue with positive cash flow and capability. The Finance Committee supported the lease to preserve cash.	Secretary Coppock made a motion to approve RES 24-03 and Commissioner Schumaker seconded. The motion passed unanimously. Resolution will be sent for electronic signatures.	Executive Assistant Garcia	02.02.24
<ul style="list-style-type: none"> RES-24-04- Approving the Capital Purchase of the Morton Clinic Insulation 	Superintendent Mach presented the proposed purchase of insulation for the Morton Clinic due to the recent flood. This is directly linked to the pipe breaking, so this will be preventable measure moving forward. The purchase price is \$63,906.17. This expense will be submitted to insurance for potential reimbursement.	Commissioner Anderson made a motion to approve RES 24-04 and Secretary Coppock seconded. The motion passed unanimously. Resolution will be sent for electronic signatures.	Executive Assistant Garcia	02.02.24

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<ul style="list-style-type: none"> Conflicts of Interest 	Executive Assistant Garcia noted all of the Board will need to sign for 2024. In an effort to get the Board and All Staff on the same schedule, in 2025 the Board will be included in Compliance Officer Hargett's schedule.	Conflicts of Interest will be sent for electronic completion and signatures.	Executive Assistant Garcia	02.28.24
<ul style="list-style-type: none"> Board Education/Development 	Board Chair Herrin highlighted that the Board has two paid for sessions with Kurt O'Brien. The plan will be for Kurt to join in February and March. Also, the AWP/WSHA Annual Conference in Chelan is June 23-26, 2024. Hotel rooms are reserved and we need to confirm who will be attending. Board Chair Herrin, Secretary Coppock, Commissioner Anderson and Commissioner McMahan confirmed attending and Commissioner Schumaker will check schedule and confirm with Executive Assistant Garcia. Lastly, Board Chair Herrin pulsed the Board about interest in restarting Q & A for Board Committees 30 minutes prior to meetings. Commissioner Schumaker was the only one interested in Compliance Committee having the Q & A Session.	<p>Check schedule for attending AWP/WSHA Annual Conference in June.</p> <p>Schedule 30 Minute Q & A Session for Compliance Committee for February and May Meeting.</p>	<p>Commissioner Schumaker</p> <p>Executive Assistant Garcia</p>	<p>02.28.24</p> <p>02.02.24</p>
Superintendent Report	<p>Superintendent Mach highlighted the memo in the packet and added the following updates:</p> <ol style="list-style-type: none"> 1. Shared recent positive patient experience. 2. Attended advocacy day at the capital and reflected that it was not enough time with the Senators. 3. The new CT equipment is being installed. 4. Packwood Clinic passed their RHC audit with only two minor findings that have already been resolved! 5. Dr. Hines accepted his offer letter and contract has been sent for review. 			
Meeting Summary & Evaluation	Board Chair Herrin shared it was a good meeting and appreciated how			

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	the hard stuff was handled. Secretary Coppock noted the meeting was on point and efficiently ran. Commissioner Anderson appreciated the handholding for the new commissioners and wants feedback moving forward. Commissioner Schumaker shared the staff were professional, enjoyed the Superintendent report and good discussion by the Board. Commissioner McMahan appreciated the respectful meeting, moving on with decisions made and ending with a great meeting.			
Adjournment		Secretary Coppock moved, and Commissioner Anderson seconded to adjourn the meeting at 5:35 p.m. The motion passed unanimously.		

Respectfully submitted,

Craig Coppock

Craig Coppock (Mar 3, 2024 20:32 PST)

Craig Coppock, Secretary

Mar 3, 2024

Date



013124 Regular Board Meeting Minutes

Final Audit Report

2024-03-04

Created:	2024-03-01
By:	Shana Garcia (Sgarcia@mortongeneral.org)
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"013124 Regular Board Meeting Minutes" History

-  Document created by Shana Garcia (Sgarcia@mortongeneral.org)
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-  Document emailed to commissionercoppock@myarborhealth.org for signature
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-  Email viewed by commissionercoppock@myarborhealth.org
2024-03-04 - 4:30:14 AM GMT- IP address: 69.131.228.96
-  Signer commissionercoppock@myarborhealth.org entered name at signing as Craig Coppock
2024-03-04 - 4:32:00 AM GMT- IP address: 69.131.228.96
-  Document e-signed by Craig Coppock (commissionercoppock@myarborhealth.org)
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