



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

**February 22, 2023, at 3:30 p.m.**

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

<https://myarborhealth.zoom.us/j/82600381357>

Meeting ID: 826 0038 1357

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**Mission Statement**

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

**Vision Statement**

**To provide accessible, quality healthcare.**

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 via Zoom 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"/> Kim Olive, Secretary</li><li><input checked="" type="checkbox"/> Wes McMahan</li><li><input checked="" type="checkbox"/> Craig Coppock</li><li><input type="checkbox"/> Vacant, At-Large Commissioner</li></ul> <p><b>Others present:</b></p> <ul style="list-style-type: none"><li><input checked="" type="checkbox"/> Leianne Everett, Superintendent</li><li><input checked="" type="checkbox"/> Mike Lieb, Future Interim Superintendent</li><li><input checked="" type="checkbox"/> Shana Garcia, Executive Assistant</li><li><input checked="" type="checkbox"/> Sara Williamson, CNO/CQO</li><li><input checked="" type="checkbox"/> Cheryl Cornwell, CFO</li><li><input checked="" type="checkbox"/> Shannon Kelly, CHRO</li><li><input checked="" type="checkbox"/> Julie Taylor, Ancillary Services Director</li><li><input checked="" type="checkbox"/> Spencer Hargett, Compliance Officer</li><li><input checked="" type="checkbox"/> Char Hancock, Clinic Manager</li><li><input checked="" type="checkbox"/> Janice Cramer, Medical Coordinator</li></ul>			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Buddy Rose, Reporter</li> <li><input checked="" type="checkbox"/> Dr. Travis Podbilski, Chief of Staff</li> <li><input checked="" type="checkbox"/> Clint Scogin, Controller</li> <li><input checked="" type="checkbox"/> Jim Frey, IT Director</li> <li><input checked="" type="checkbox"/> Julie Johnson, Quality Manager</li> <li><input checked="" type="checkbox"/> Jessica Scogin, Foundation Manager</li> <li><input checked="" type="checkbox"/> Van Anderson</li> <li><input checked="" type="checkbox"/> Trish Frady</li> </ul> <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>	Superintendent Everett requested to add RES-23-06-Capital Purchase-Randle Clinic Flooring to New Business.	Commissioner Coppock made a motion to approve the amended agenda. Commissioner McMahan 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: Secretary Olive complemented the Human Resource Department for hiring seven of the eight hard to fill positions over the past year. Secretary Olive thanked all employees for choosing Arbor Health. Commissioner Coppock welcomed Mike Lieb and thanked Superintendent Everett. Commissioner McMahan echoed Secretary Olive, as well as extended best wishes to Superintendent Everett. Commissioner McMahan expressed great patience to the Staff during this transition. Board Chair Herrin thanked Superintendent Everett for her services noting we are going to miss her.</p> <p>Audience: Van Anderson shared sadness noting Peppy Elizaga withdrew his letter of interest for the At-Large Commissioner Vacancy.</p>			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
Executive Session- RCW 70.41.200 & RCW 70.41.205	<p>Board Chair Herrin announced going into executive session at 3:40 p.m. for fifteen minutes to discuss RCW 70.41.200-Medical Privileging and RCW 70.41.205 Quality Improvement Oversight Report. Board Chair Herrin extended Executive Session by five minutes at 3:55 p.m. The Board returned to open session at 4:00 p.m. Board Chair Herrin noted no decisions were made in Executive Session.</p> <p>Initial Appointments-</p> <p>Pulmonology</p> <ol style="list-style-type: none"> <li>Colleen Overdorf, MD (Pulmonology Consulting Privileges)</li> </ol> <p>Reappointments-</p> <p>Providence Health &amp; Services</p> <ol style="list-style-type: none"> <li>Benjamin Atkinson, MD (Telestroke/Neurology Consulting Privileges)</li> <li>Robert Jackson, MD (Telestroke/Neurology Consulting Privileges)</li> <li>Corey White, DO (Telestroke/Neurology Consulting Privileges)</li> </ol> <p>Radia Inc.</p> <ol style="list-style-type: none"> <li>Philip Lowe, MD (Radiology Consulting Privileges)</li> </ol> <p>Cardiology Associates</p> <ol style="list-style-type: none"> <li>Natasha Arora, MD (Cardiology Consulting Privileges)</li> </ol>	Commissioner Coppock made a motion to approve the Medical Privileging as presented with amendments and Secretary Olive seconded. The motion passed unanimously.		
Department Spotlight <ul style="list-style-type: none"> <li>Human Resources</li> </ul>	CHRO Kelly noted being proud of her department and having the highest employee engagement score of 100%.			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
<b>Board Committee Reports</b> <ul style="list-style-type: none"> <li>Hospital Foundation Report</li> </ul>	<p>Secretary Olive noted the Foundation is interested in supporting the capital purchase of the portable x-ray and raising money through the Fund-A-Need in 2023. Also, the Foundation is using funding from the Roots and Wings program to purchase the Trophon. The Family Resource Fair is March 25 where a handful of Arbor Health providers will be present.</p>			
<ul style="list-style-type: none"> <li>Compliance Committee Report</li> </ul>	<p>Commissioner McMahan noted PRA &amp; OPA training is coming due for Board Chair Herrin and himself, as well as the commissioner appointed today. There will be Board Compliance Training coming in March and lastly a reminder to file with the PDC for 2022.</p>			
<ul style="list-style-type: none"> <li>Finance Committee Report</li> </ul>	<p>Commissioner Coppock noted the Finance Committee supported the capital purchase of Defibrillators &amp; AEC units. The District received a clean audit from the State of WA. The District's Self-Insured Health Insurance Plan ended strong for 2022. The District has responded to the CMS letter regarding pricing transparency and has corrected the areas of non-compliance.</p>			
<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. December 19, 2022, Special Board Meeting</li> <li>b. January 25, 2023, Regular Board Meeting</li> <li>c. February 1, 2023, Compliance Committee Meeting</li> <li>d. February 3, 2023, Special Board Meeting</li> <li>e. February 8, 2023, QIO Committee Meeting</li> </ol> </li> </ol>	<p>Commissioner Coppock made a motion to approve the Consent Agenda and Secretary Olive seconded. The motion passed unanimously.</p> <p>Minutes, Warrants and Resolutions will be sent for electronic signatures.</p>	<p>Executive Assistant Garcia</p>	<p>2.24.23</p>

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<p>f. February 15, 2023, Finance Committee Meeting</p> <p>2. Approve Documents Pending Board Approval &amp; Ratification 02.22.23</p> <p>3. RES-23-04-Approving the Capital Purchase of Defibrillators &amp; AED's</p> <p>4. Warrants &amp; EFTs in the amount of \$3,632,584.00 dated January 2023</p>			
<b>Old Business</b> <ul style="list-style-type: none"> <li>Electronic Signatures</li> </ul>	<p>Executive Assistant Garcia presented the revised version of the Electronic Signatures which removed names and replaced with positions. Commissioner McMahan recommended adjusting the timeline for Executive Assistant Garcia to send for signature. The language will be updated to <i>Within two business days or otherwise noted</i>, to be flexible with schedules. The Board approved the revision effective in March.</p>	<p>Marked Electronic Signatures as revised with positions listed and resume the new order in March.</p>	<p>Executive Assistant Garcia</p>	<p>02.22.23</p>
<ul style="list-style-type: none"> <li>Superintendent Succession Plan</li> </ul>	<p>Board Chair Herrin noted the Superintendent Succession Plan needs to be updated to include the latest process followed. CHRO Kelly recommended reviewing with the new Interim Superintendent to get his input. Board Chair Herrin, Secretary Olive and CRHO Kelly are scheduled to meet with WittKieffer early next week to restart the Superintendent/CEO Search.</p>			
<ul style="list-style-type: none"> <li>Interview At-Large Commissioner Position #4</li> </ul>	<p>Board Chair Herrin noted Peppy Elizaga and Chris Schumaker withdrew their letters of interest. Board Chair Herrin asked if there was anyone else participating in today's meeting that wanted to be considered for Position #4. Hearing none, the Board proceeded with the interview of the two candidates. The candidates were interviewed in the following order:</p> <ol style="list-style-type: none"> <li>Trish Frady</li> <li>Van Anderson</li> </ol>			

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	<p>The interview questions were as follows:</p> <ol style="list-style-type: none"> <li>1. What makes our mission meaningful to you?</li> <li>2. What motivates you?</li> <li>3. How do you represent to your constituents a board's decision you were opposed to?</li> <li>4. How would you leverage your position in the community and advocate for the District?</li> </ol>			
<b>Executive Session-</b> RCW 42.30.110 (h)- To evaluate the qualifications of a candidate for appointment to elective office.	<p>Board Chair Herrin announced going into executive Session at 4:55 p.m. for ten minutes to discuss RCW 42.30.110 (h). The Board returned to open session at 5:05 p.m. No decisions were made in Executive Session.</p>			
<b>Old Business Continued</b> <ul style="list-style-type: none"> <li>• Appointment of At-Large Commissioner Position #4</li> </ul>	<p>Board Chair Herrin expressed appreciation for each of the candidates that interviewed. Board Chair Herrin requested a motion for the appointment of Lewis County Hospital District No. 1 Position #4</p> <p>Michelle Matchett, Notary administered the Oath of Office to Patricia Frady.</p> <p>Board Chair Herrin thanked Van Anderson for his interest in the position.</p>	<p>Commissioner McMahan made a motion to appoint Van Anderson for Position #4. The motion was not seconded and the motion fell to the ground.</p> <p>Secretary Olive made a motion to appoint Trish Frady for Position #4 and Commissioner Coppock seconded. The motion passed unanimously.</p> <p>Oath of Office will be sent for electronic signatures.</p>	Executive Assistant Garcia	02.24.23
<b>New Business</b> <ul style="list-style-type: none"> <li>• RES 23-05-Appoint Lewis County Hospital District No. 1's Interim</li> </ul>	<p>Board Chair Herrin presented Resolution 23-05 and requested a motion for the appointment of Michael Lieb.</p> <p>Board Chair Herrin thanked Superintendent Everett for restoring trust, calming the fears of staff, and stabilizing the District these past</p>	<p>Commissioner Coppock made a motion to approved RES 23-05 and Commissioner Frady seconded. The motion passed unanimously.</p>		

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
Superintendent	seven years. Board Chair Herrin officially welcomed Mike as the Interim Superintendent effective 12:01 am on February 26, 2023.	Resolution will be sent for electronic signatures.	Executive Assistant Garcia	02.24.23
<ul style="list-style-type: none"> <li>RES 23-06- Approving the Capital Purchase of Randle Clinic Flooring</li> </ul>	Superintendent Everett presented the capital purchase of flooring for the Randle Clinic. The most favorable bid is from Arvids. This vendor completed the Mossyrock Clinic a couple of years ago and are scheduled to do the Packwood Clinic too. The purchase has been moved up in the process as a provider is out until the end of March, so the timing is better to minimize interruption of patient care. The Capital Purchase will be for \$36,052.29 plus a 5% contingency.	<p>Commissioner Coppock made a motion to approved RES 23-06 and Commissioner McMahan seconded. The motion passed unanimously.</p> <p>Resolution will be sent for electronic signatures.</p>	Executive Assistant Garcia	02.24.23
<b>Superintendent Report</b>	Superintendent Everett shared the Packwood Clinic remains on schedule to open mid-April. Strategic Planning is scheduled for April 18 <sup>th</sup> at the Bob Lyle. The listening session have not been well attended and need to reschedule Packwood.	Reschedule Packwood Listening Session.	Interim Superintendent Lieb & Communication & Marketing Manager Markham	Prior to 04.18.23
<b>Meeting Summary &amp; Evaluation</b>	Superintendent Everett highlighted the decisions made and action items. Secretary Olive noted a good meeting with new beginnings. Commissioner Coppock noted lots of change. Commissioner Frady noted a good meeting. Commissioner McMahan thanked Superintendent Everett. Board Chair Herrin noted getting better and better.			
<b>Adjournment</b>	Commissioner Coppock moved and Secretary Olive seconded to adjourn the meeting at 5:31 p.m. The motion passed unanimously.			

Respectfully submitted,

Kim Olive  
Kim Olive (Apr 5, 2023 17:08 PDT)

Kim Olive, Secretary

Apr 5, 2023

Date







# 022223 Regular Board Meeting Minutes

Final Audit Report

2023-04-06

Created:	2023-04-05
By:	Shana Garcia (Sgarcia@mortongeneral.org)
Status:	Signed
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2023-04-06 - 0:07:21 AM GMT- IP address: 98.97.33.245
-  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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