



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

October 25, 2023, at 3:30 p.m.

Conference Room 1 & 2 and via ZOOM

<https://myarborhealth.zoom.us/j/82357530294>

Meeting ID: 823 5753 0294

One tap mobile: +12532050468,,82357530294#

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	<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"/> Kim Olive, Secretary<input checked="" type="checkbox"/> Wes McMahan<input checked="" type="checkbox"/> Craig Coppock<input checked="" type="checkbox"/> Trish Frady <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 checked="" type="checkbox"/> Cheryl Cornwell, CFO<input checked="" 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"/> Janice Cramer, Patient Access Manager			

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	<input checked="" type="checkbox"/> Barb Goble, Medical Staff Coordinator <input checked="" type="checkbox"/> Dr. Travis Podbilski, Chief of Staff <input checked="" type="checkbox"/> Buddy Rose, Reporter <input checked="" type="checkbox"/> Julie Johnson, Quality Manager <input checked="" type="checkbox"/> Jessica Scogin, Foundation Manager <input checked="" type="checkbox"/> Jim Frey, IT Director <input checked="" type="checkbox"/> Van Anderson, Community Member <input checked="" type="checkbox"/> Diane Markham, Marketing and Communication Manager <input checked="" type="checkbox"/> LeeAnn Evans, Inpatient & Emergency Services Director <input checked="" type="checkbox"/> Jennifer Neely, Case Manager Board Chair Herrin noted the chat function has been disabled and the meeting will not be recorded.			
Approval or Amendment of Agenda		Commissioner Frady made a motion to approve the 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 agenda.	None noted.		
Comments and Remarks	Commissioners: Secretary Olive thanked the staff and volunteers who contributed to making the dinner auction happen. Commissioner Frady shared a recent patient's experience praising the treatment received at this hospital. Kudos were given to imaging, lab, surgery and specialty clinic. Big thanks to all staff. Commissioner Coppock noted the importance of being an accessible and easy Board to communicate with. Commissioner McMahan echoed comments made and proud of the continued community outreach and dedicated people at Arbor Health. Board Chair Herrin shared excitement in hearing the			

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	<p>praises and less negative feedback. Kudos to a successful auction and suggested revisiting the weekend to avoid conflicts in the District.</p> <p>Audience: None.</p>			
Executive Session-RCW 70.41.200	<p>Board Chair Herrin announced going into executive session at 3:38 p.m. for five minutes to discuss RCW 70.41.200-Medical Privileging. The Board returned to open session at 3:43 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. Jill Furubayashi, MD (Consulting Radiology Privileges) 2. Jonathan Hart, MD (Consulting Radiology Privileges) 3. Pierre Shepherd, MD (Consulting Radiology Privileges) <p>Reappointments:</p> <p>Radia Inc.</p> <ol style="list-style-type: none"> 1. Dawn Hastreiter, MD (Consulting Radiology Privileges) <p>Providence Health & Services Privileging by Proxy</p> <ol style="list-style-type: none"> 1. Carson Van Sanford, MD (Consulting Telestroke/Neurology Privileges) 2. Margarita Oveian, MD (Consulting Telestroke/Neurology Privileges) 	<p>Commissioner Frady made a motion to approve the Medical Privileging as presented, Commissioner Coppock seconded. The motion passed unanimously.</p>		

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	3. Sarabjit Atwal, MD (Consulting Telestroke/Neurology Privileges)			
Department Spotlight <ul style="list-style-type: none"> Skilled Swing Bed 	ED & Inpatient Director Evans and Case Manager Neely highlighted the importance of the swing bed program, what is a qualifying patient, investments to date, 2023 success, the importance on access to referrals in various systems. The main goal is to bring patients home to recover and rehab.			
Board Committee Reports <ul style="list-style-type: none"> Hospital Foundation Report 	Foundation Manager Scogin shared the dinner auction received 94 donations and grossed approximately \$29,000. The Mammos and Mocktails is on target with 24 patients scheduled. The giftshop sales is scheduled for November 28 th and 29 th . Planning the Foundation Giving Day is coming up for employees to sign up for 15-minute philanthropy. Encouraging the commissioners will join in and serve pie during the time slots.			
<ul style="list-style-type: none"> Finance Committee Report 	Commissioner McMahan's finance update included September was a difficult month. Volumes were down, revenue was down, overall expenses continue to be contained, but summer months were slow, and the bottom line shows a loss month to date. Introduced the 2024 budget, recommend adding Rodney Reynolds as a signer, and approve items for surplus.			
Consent Agenda	Board Chair Herrin announced the consent agenda items for consideration of approval: <ol style="list-style-type: none"> Approval of Minutes <ol style="list-style-type: none"> September 27, 2023, Regular Board Meeting October 18, 2023, Finance Committee Meeting 	Commissioner Frady made a motion to approve the Consent Agenda and Commissioner Coppock seconded. The motion passed unanimously.		

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	2. Warrants & EFTs in the amount of \$3,952,220.47 dated September 2023 3. Resolution 23-20-Declaring to Surplus or Dispose of Certain Property	Minutes, Warrants and Resolutions will be sent for electronic signatures.	Executive Assistant Garcia	10.27.23
Old Business <ul style="list-style-type: none"> Resolution 23-21- Approving the Amended Board Bylaws 	Board Chair Herrin presented the amended board bylaws which included grammatical edits and updating the order of business as discussed in September.	Secretary Olive made a motion to approve the Resolution 23-21 and Commissioner Frady seconded. The motion passed unanimously. Resolution will be sent for electronic signatures.	Executive Assistant Garcia	10.27.23
New Business <ul style="list-style-type: none"> Introduce Proposed Budget 	<p>CFO Cornwell introduced the proposed 2024 Budget. Volumes were adjusted accordingly and include having a fulltime podiatrist, growing orthopedics, adding more days with a fulltime MRI onsite, Dr. Ho rejoining in Mossyrock, full year of Packwood Clinic operating as Rural Health Clinic and the Medicaid Enhancement Reimbursement of an estimated \$600,000. Expenses remain similar to 2023. The budget is showing a loss of an estimated \$800,000; however, could shift. Always keep in mind, the District needs to grow revenue and reducing costs does not help the Critical Access Hospitals (CAH) Model. These days CAH's are running as lean as possible.</p> <p>CFO Cornwell presented the 5-year capital budget noting the critical items are highlight. The managers have identified that if the identified equipment stops working, replacements equipment will need to be purchased.</p> <p>The Board recognizes a negative budget is not where the District needs to be but know there are expenses that are mandated to stay operational and provide safe,</p>	Present the 2024 Budget, take public comment and adopt the budget.	CFO Cornwell & Board Chair Herrin	11.13.23

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	<p>quality care. Superintendent Mach noted this is a conservative budget, so volumes are not inflated even though things are in the pipelines.</p> <p>The proposed 2024 budget will continue to evolve in preparation for the Special Board Meeting-Public Hearing on Monday, November 13, 2023.</p>			
<ul style="list-style-type: none"> Signing Authority 	Executive Assistant Garcia shared Lewis County has requested to add Rodney Reynold, Investment & Banking Officer as a backup signer in the absence of Arny Davis, Treasurer. As stated in Resolution 21-17 the Superintendent can add signers to the District's bank accounts. Executive Assistant Garcia requested board support on this additional signer as it is not required by RCW.	Commissioner Frady made a motion to support the additional signer, Rodney Reynolds to District Bank Accounts and Commissioner Coppock seconded. The motion passed unanimously.	CFO Cornwell & Controller Scogin	Prior to 12.31.23
<ul style="list-style-type: none"> Board Policy and Procedure Review 	<p>Board Chair Herrin presented the following policies/procedures for review and/or revision:</p> <ol style="list-style-type: none"> 1. Commissioner Compensation for Meetings and Other Services-Marked a Revised. 2. Board E-Mail Communication-Marked as Reviewed. 3. Board Meeting Teleconference-Marked as Reviewed. 4. Board Mobile Device Management-Marked as Reviewed. 	<p>Commissioner Coppock made a motion to approve the P & P's and Secretary Olive seconded. The motion passed unanimously.</p> <p>Mark one as revised and three documents as Reviewed in Lucidoc.</p>	Executive Assistant Garcia	10.27.23
Superintendent Report	<p>Superintendent Mach highlighted the memo in the packet and added the following updates:</p> <ol style="list-style-type: none"> 1. Dinner Auction was a fun event. 2. Welcomed Barbara van Duren as new CNO/CQO. 3. Attended WSHA Conference and good 			

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	<p>networking with Providence CEO, hoping to gain access to EPIC to increase swing bed patients.</p> <p>4. Making progress on plan for Orthopedics.</p> <p>5. Attending a meeting with Centralia College East to partner on growing future healthcare professionals.</p> <p>Superintendent Mach presented Strategic Plan to date. Board Chair Herrin requested looking at the format for next quarter.</p>	Review format of Strategic Plan for next quarter's update.	Superintendent Mach	01.31.24
Meeting Summary & Evaluation	<p>Superintendent Mach highlighted the meeting which included decisions made and action items.</p> <p>Secretary Olive appreciated the budget discussion which included the details. Commissioner Frady appreciated everyone thoughts and interactions. Commissioner Coppock enjoyed the spotlight, and all budget questions were answered even though he missed Finance Committee. Commissioner McMahan appreciates the hard work of staff and being forward thinking verses a reactive approach. Board Chair Herrin enjoyed the meeting topics and building trust with a new C-Suite as we move forward.</p>			
Adjournment		Commissioner Coppock moved and Commissioner Frady seconded to adjourn the meeting at 5:15 p.m. The motion passed unanimously.		

Respectfully submitted,

Kim Olive

Kim Olive (Nov 15, 2023 18:03 PST)

Kim Olive, Secretary

Nov 15, 2023

Date







102523 Regular Board Meeting Minutes

Final Audit Report

2023-11-16

Created:	2023-11-16
By:	Shana Garcia (Sgarcia@mortongeneral.org)
Status:	Signed
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"102523 Regular Board Meeting Minutes" History

-  Document created by Shana Garcia (Sgarcia@mortongeneral.org)
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-  Document emailed to commissionerolive@myarborhealth.org for signature
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-  Signer commissionerolive@myarborhealth.org entered name at signing as Kim Olive
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