



**LEWIS COUNTY HOSPITAL DISTRICT NO. 1  
SPECIAL BOARD OF COMMISSIONERS' MEETING  
February 20, 2020 at 9 a.m.  
PUD, 240 7<sup>th</sup> Street, Morton, WA 98356**

**Mission Statement**

**The mission of Lewis County Hospital District No. 1, steward of public funds and trust, is to provide our highest level of compassionate, diligent and professional medical care.**

**Vision Statement**

**A caring team of people working together to lead our community toward better health.**

AGENDA	DISCUSSION/CONCLUSION	RECOMMENDATIONS/ ACTION/FOLLOW-UP
Call to Order	<p>Board Chair Fritz called the meeting to order at 9:01 p.m.</p> <p><b>Commissioners present:</b> Shelly Fritz, Board Chair Kenton Smith, Secretary Trish Frady Wes McMahan Tom Herrin</p> <p><b>Others present:</b> Leianne Everett, Superintendent Shana Garcia, Executive Assistant Shannon Kelly, HR Director Marc Fisher, Morton Resident Tom Anderson, MD Terri Camp, CCO Roy Anderson, Compliance Officer Vicky Brown, Clinic Administrator Edwin Meelhuysen, Rehabilitation Services Manager Julie Allen, Mossyrock Clinic Manager Dexter Degoma, Interim Quality Manager Alicia Johnson, Clinical Informatics Supervisor Annaliese Mittee, Randle Clinic Manager Diane Markham, Marketing &amp; Development Manager Jeff Robbins, EVS Manager Jim Frey, IT LeeAnn Evans, RN Pam Logalbo, RN Char Hancock, Morton Medical Center Craig Coppock, Mossyrock Resident Clint Scogin, Controller Richard Boggess, CFO</p>	

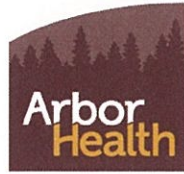


	<p>Research Assistant  Van Anderson, Packwood Resident  Karma Bass, Consultant-Via Healthcare  Kara Witalis, Consultant-Via Healthcare</p>	
Reading of the Notice of the Special Meeting	Board Chair Fritz read the special board meeting notice.	
Welcome & Introductions	Superintendent Everett welcomed the participants.	
Meeting Agenda, Objectives and Group Guidelines	Karma reviewed the agenda, meeting objectives which included reviewing and refreshing the mission, vision and organization values, as well as established the organizational strategic priorities for 2020-2022.	
The Evolution of America's Healthcare System and Key Imperatives for Today	<p>Kara highlighted the key threads of the history of American healthcare:</p> <ol style="list-style-type: none"> <li>1. Access</li> <li>2. Money</li> <li>3. Quality</li> </ol> <p>Kara noted that while studies show that access to care and ability to afford care continues to improve since the Affordable Care Act, this District continues to face these barriers. The District needs to focus on delivering quality primary care, be price competitive where we can, but ultimately maintain solvency to exist in this community. Critical Access Hospitals were not designed to be all things for all people.</p>	
Break	<p>Board Chair Fritz called for a 10-minute break at 10:25 a.m.</p> <p>The Board returned at open session at 10:35 a.m.</p>	
Governance Rules of the Road: Best Practices for Board Effectiveness	<p>Karma highlighted the Board's the governance role and shared the Board work is accomplished through:</p> <ol style="list-style-type: none"> <li>1. Policy Formation.</li> <li>2. Decision Making, which should only be decisions that need to be made at the Board's level.</li> <li>3. Oversight, which only includes giving direction to the Superintendent.</li> </ol> <p>Karma recommended the Board needs to manage the Districts expectations of your role as a Commissioner. It is important to identify if the issue needs to be reviewed by the whole board or is it an administrative matter that needs to be shared with Superintendent Everett.</p>	Action Item-Executive Assistant Garcia will add Handling Complaints, Comments & Questions in the Community to New Business on the February 26, 2020 Regular Board Meeting Agenda.



	<p>Commissioner Herrin requested to put handling complaints, comments and questions from the community in the parking lot for future discussion.</p> <p>Karma recommended making Commissioner business cards that include the Quality Manager's contact information on one side for patients to contact in the event an issue occurs.</p> <p>Karma reiterated it is the Board's role to set the Strategic Direction and Policy and it is Administration's roles to implement. The Board identifies "the what" and management identifies "the how." It is appropriate for the Board to check in on an initiative that they approved and for Administration to report an update.</p>	
Break	<p>Board Chair Fritz called for a 15-minute break at 11:45 a.m.</p> <p>The Board returned at open session at 12:00 p.m.</p>	
Framing-Mission, Vision & Values	<p>Karma and Kara defined the purpose of Mission and Vision Statements, as well as Values.</p> <p>The final draft are as follows:</p> <ol style="list-style-type: none"> <li>1. Mission: Our mission is to foster a healthy community.</li> <li>2. Vision: Our vision is to provide accessible, quality healthcare.</li> <li>3. Values: <ol style="list-style-type: none"> <li>a. One Team, one purpose</li> <li>b. Know the way, show the way and ease the way</li> <li>c. Share a smile, go the extra mile</li> <li>d. Live it, own it</li> <li>e. Care like crazy</li> <li>f. Motivate, appreciate, innovate</li> <li>g. Enjoy the journey</li> </ol> </li> </ol>	Action Item-The Board will review the Mission and Vision Statements and will bring any edits for discussion at the February 26, 2020 Regular Board Meeting.
Arbor Health-Mission, Vision & Values	The Board will adopt the Mission & Vision Statements at the February 26, 2020 Regular Board Meeting.	Action Item-Superintendent Everett will continue refining the values with the Staff.
Arbor Health-Where are we today?	Superintendent Everett highlighted the District as it is today and where the District moved the needle on the current Strategic Plan.	
Framing-Strategies, Objectives & Action Plans	Kara summarized the Community Health Needs Assessment to identify opportunities within the District.	Action Item-Executive Assistant Garcia will





	<p>The final draft strategies are as follows:</p> <p>Strategies:</p> <ol style="list-style-type: none"><li>1. Build external relationships and partnerships that prioritize community health needs.</li><li>2. Create a culture focused on safety, patient satisfaction, employee engagement and excellent outcomes.</li><li>3. Being stewards of public funds and trust.</li></ol> <p>Objectives: Administrative team will develop.</p> <p>Action Plans: Administrative team will develop.</p>	include a Resolution with the draft mission and vision statement, as well as the strategies for 2020-2022.
Strategic Planning-2020-2022	The Board will adopt the 2020-2022 Strategic Plan at the February 26, 2020 Regular Board Meeting.	
Next Steps & Closing Comments	Board Chair Fritz thanked everyone for coming.	
Adjournment	Commissioner Herrin moved and Secretary Smith seconded to adjourn the meeting at 2:30 p.m. The motion passed unanimously.	

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Kenton Smith", written over a horizontal line.

March 1, 2020

Kenton Smith, Board Secretary

Date