



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

July 26, 2023, at 3:30 p.m.

Conference Room 1 & 2 and via ZOOM

<https://myarborhealth.zoom.us/j/89951572881>

Meeting ID: 899 5157 2881

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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"/> Sara Williamson, 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 type="checkbox"/> Matthew Lindstrom, CFMO<input checked="" type="checkbox"/> Spencer Hargett, Compliance Officer<input checked="" type="checkbox"/> Janice Cramer, Medical Coordinator			

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	<p> <input checked="" type="checkbox"/> Dr. Travis Podbilski, Chief of Staff <input checked="" type="checkbox"/> Buddy Rose, Reporter <input checked="" type="checkbox"/> Clint Scogin, Controller <input checked="" type="checkbox"/> Julie Johnson, Quality Manager <input checked="" type="checkbox"/> Jessica Scogin, Foundation Manager <input checked="" type="checkbox"/> Diane Markham, Marketing a& Communications Manager <input checked="" type="checkbox"/> Jim Frey, IT Director <input checked="" type="checkbox"/> Robert Houser, Imagining 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 amend the agenda by adding The Rural Collaborative ACO to New Business.	Commissioner Coppock made a motion to approve the amended agenda. Secretary Olive 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:</p> <p>Commissioner Coppock commended the hospital on receiving the Quality Award from WSHA. The Rural Hospital Leadership Conference was informative and a great way to network. Secretary Olive echoed great work to those that contributed to achieving the award. Welcomed Superintendent Mach and thanked him for choosing Arbor Health. Lastly, kudos to everyone that made the 2nd Annual Arbor Health (AH) Softball game a success and lunch was served with no fires this year! Commissioner McMahan was unable to attend the conference due to family circumstances, but echoed congratulations on the quality award. Congratulated the</p>			

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	<p>management team for their early efforts on embarking on the new strategic plan, as well as engagement efforts with the community. Board Chair Herrin agrees with all comments made and is excited for the future.</p> <p>Audience: Diane Markham shared AH Wellness Week is coming up August 21st through the 26th. Encouraged the Board's involvement and encouraging the District to participate in the events.</p>			
Executive Session- RCW 70.41.200	<p>Board Chair Herrin announced going into executive session at 3:43 p.m. for ten minutes to discuss RCW 70.41.200-Medical Privileging and RCW 70.41.205-Quality Improvement Oversight Report. The Board returned to open session at 3:53 p.m. Board Chair Herrin noted no decisions were made in Executive Session.</p> <p>Initial Appointments- Radia Inc.</p> <ol style="list-style-type: none"> 1. Jose Lopez, MD (Radiology Consulting Privileges) <p>Reappointments- Arbor Health</p> <ol style="list-style-type: none"> 2. Charles Anderson, MD (Emergency Medicine Privileges/General Surgery Privileges) 3. Vincent Ball, MD (Emergency Medicine Privileges) 4. Jeffery Ford, MD (Emergency Medicine 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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	<p>5. Travis Podbilski, DO (Family Medicine Privileges)</p> <p>Peace Health</p> <p>1. Laila Naqib-Osman, MD (Pathology Consulting Privileges)</p> <p>Providence Health & Services Privileging by Proxy</p> <p>1. Abdelrahman Beltagy, MD (Consulting Neurology/Telestroke Privileges)</p> <p>2. Stephen Burton, MD (Consulting Neurology/Telestroke Privileges)</p> <p>3. Williams Lou, MD (Consulting Neurology/Telestroke Privileges)</p>			
Department Spotlight <ul style="list-style-type: none"> Patient Access 	Board Chair Herrin noted the manager resigned and rescheduling.			
Board Committee Reports <ul style="list-style-type: none"> Hospital Foundation Report 	<p>Foundation Manager Scogin shared the Independence Day Race was a success and the Foundation handed out participation ribbons to 240 runners. The Mammos and Mocktails for 2023 was again very successful with 40 patients, thanks to Lundi and her efforts. A new stationary bike was donated to the wellness gym. Planning for a Wizard of Oz float in the Jubilee Parade on August 12th. Encouraging everyone to participate in the Color Run on August 26th. Always recruiting for volunteers in the gift shop, so tell your friends! The annual Dinner Auction will be Emerald City theme this year on October 7th. Lastly, the Foundation is working with legal regarding the</p>			

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	articles of incorporation to ensure compliance.			
<ul style="list-style-type: none"> Finance Committee Report 	Commissioner Coppock's finance update included positive points on the financials, considering a new auditor and cost report preparer in hopes of leveraging cost savings and finding more revenue opportunities. The Imaging Department proposed purchasing a new CT Scanner and will be evaluating the purchase in new business. Current CT is limiting and cause for concern of timely patient care. Proposing to purchase via a lease. CFO Cornwell continues to work with management on a 5-year capital list. The Finance Committee supports the CT Purchase and adding Superintendent Mach as an auditor of the District.			
<ul style="list-style-type: none"> Compliance Committee Report 	Commissioner McMahan's compliance update included Risk Assessment (RA) #1-CMS Transparency was retired as the Hospital received a letter from CMS noting compliance. RA#2-COVID Burnout remains a work in progress with WSHA's support. RA#3-Policy and Procedure 2-year reviews also remain in progress. RA#4-Signage is an ongoing effort to sustain compliance. There are new legislative items that management is tracking and already in process of implementing the changes.			
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. May 3, 2023, Compliance Committee Meeting b. May 31, 2023, Regular Board Meeting 	<p>Commissioner Coppock made a motion to approve the Consent Agenda and Commissioner Frady seconded. The motion passed unanimously.</p> <p>Minutes, Warrants and Resolutions will</p>	Executive Assistant Garcia	7.27.23

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	<ul style="list-style-type: none"> c. June 14, 2023, QIO Committee Meeting d. June 21, 2023, Finance Committee Meeting e. July 19, 2023, Finance Committee Meeting <ul style="list-style-type: none"> 2. Warrants & EFTs in the amount of \$4,314,568.72 dated May 2023 3. Warrants & EFTs in the amount of \$3,621,853.48 dated June 2023 4. RES-23-16-Declaring to Surplus or Dispose of Certain Property 	be sent for electronic signatures.		
Old Business <ul style="list-style-type: none"> • 2023 AWPHD & WSHA Rural Hospital Leadership Conference, Chelan, WA 	<p>Board Chair Herrin shared there was great attendance at the conference and the award was an awesome bonus. Unfortunately, it was not as board focused as anticipated and feedback was provided. Commissioner Frady noted while it was great to be back together, the conference was not as strong. There is always something to learn and agreed the focus was less on commissioners this year. Something to remember is employees/people are always moving in different directions and AH needs to continue being an awesome place to work. Commissioner Coppock appreciated the insight into what other hospitals are doing in Washington (WA). Superintendent Mach enjoyed networking with other WA C-Suite leaders and vendors with being new to the area. A complement to AH, as many people at the conference knew about us.</p>			
New Business <ul style="list-style-type: none"> • RES-23-14- Approving the Capital Purchase of a CT Scanner 	<p>CFO Cornwell presented Resolution 23-14 and Imaging Manager Houser proposed the purchase of the new CT Scanner. The current one overheats and impacts patient care. A new one will be a better solution with the</p>	<p>Commissioner Frady made a motion to approve RES-23-14 and Commissioner Coppock seconded. The</p>		

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	<p>possibility of expanding services. This purchase does cost the District additional monies and it is not in the budget. The current scanner is designed for a standalone clinic not an Emergency Department (ED). Unfortunately, Cannon would not work with us and could not resolve the issues. Board Chair Herrin thanked management for bringing this purchase to the board's attention. Quality patient care cannot be completed if the Hospital does not have the equipment to do it.</p>	<p>motion passed unanimously.</p> <p>Resolution will be sent for electronic signatures.</p>	Executive Assistant Garcia	07.27.23
<ul style="list-style-type: none"> RES-23-15-Appointing Replacement Auditor of Lewis County Hospital District No. 1 	Board Chair Herrin presented Resolution 23-15 noting the District needs to appoint a replacement auditor from Superintendent Everett to Superintendent Mach.	Commissioner Coppock made a motion to approve RES-23-15 and Secretary Olive seconded. The motion passed unanimously.	Executive Assistant Garcia	07.27.23
<ul style="list-style-type: none"> New Auditor Consideration 	<p>CFO Cornwell proposed switching the District's financial auditor and cost report preparers from DZA to Wipfli. Wipfli is robust in experience and access to personnel in multiple areas. There is a cost increase. Already have trust with this group, nationally recognized and highly reliable. Optimistic on finding areas to maximize cost reimbursement and missed opportunities through this change. DZA produced a good audit report and were easy to work with; however, looking for ways to grow and adapt to changes in healthcare.</p> <p>The Board fully supported the change from DZA to Wipfli, noting this function is a product the Board relies on to ensure the Hospital stays vital. CFO Cornwell will work on an engagement letter to complete the upcoming mid-year report.</p>	Commissioner McMahan made a motion to approve WIPFLI as the new auditor and cost report preparer and Commissioner Frady seconded. The motion passed unanimously.		

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<ul style="list-style-type: none"> The Rural Collaborative (TRC)-ACO 	<p>Superintendent Mach shared management wants to continue participating in the ACO. There is an additional cost with more risk but stronger reward. TRC hospitals are in support of participating in this ACO. TRC projects a break-even in year one and in year two and three, the Hospital will make money being an overall net positive project. There is incentive to move the needle and more metrics to report.</p>	<p>Commissioner Coppock made a motion to approve the ACO membership and Secretary Olive seconded. The motion passed unanimously.</p>		
<p>Superintendent Report</p>	<p>Superintendent Mach highlighted the following:</p> <ol style="list-style-type: none"> 1. Excited to be part of Arbor Health and in the process of looking for a home. 2. Continuing Cup of Joes w/CEO but adding a new twist-Root beer Floats w/Rob. 3. Packwood Clinic is in good shape. 4. Strategic Plan is taking shape and management will update monthly with plans to report quarterly to the Board on the progress made. 5. Signed the ERC paperwork and expecting monies. 6. Created a position committee lead by CHRO Kelly and a move committee lead by CFMO Lindstrom to ensure leadership is involved prior to changes being made. 7. Independence Day Run was a success. 8. Started legislated reach outs to maintain relationships. 9. New staffing law in place and CNO/CQO Williamson is working on it. 10. Reviewing contracts to become familiar with the Districts commitments and identify if there are any opportunities to change, continue or stop. 			

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	11. Hired a PT traveler as permanent, so that's exciting. 12. Starting CNO Candidate interviews in August. 13. Still want to schedule 1:1's with the Board to know each other's priorities and really get to know another better.			
Meeting Summary & Evaluation	Board Chair Herrin thanked everyone for coming to the meeting. Secretary Olive and Commissioner McMahan thanked Superintendent Mach for his updates. Commissioner Coppock recommended making reservations for Chelan this fall for next year. Commissioner Frady shared that it was another informative and productive meeting.			
Guest Speaker	The Board has agreed to do four 30-minute educational sessions for August, September, October and November. Commissioner McMahan proposed inviting future commissioner candidates to these trainings moving forward.			
Adjournment	Commissioner Coppock moved and Secretary Olive seconded to adjourn the meeting at 6:07 p.m. The motion passed unanimously.			

Respectfully submitted,

Kim Olive
 Kim Olive (Sep 1, 2023 16:21 PDT)

Kim Olive, Secretary

Sep 1, 2023

Date







072623 Regular Board Meeting Minutes

Final Audit Report

2023-09-01

Created:	2023-08-31
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