
REGULAR BOARD MEETING PACKET



BOARD OF COMMISSIONERS

Board Chair – Tom Herrin, Secretary – Craig Coppock,
Commissioner – Wes McMahan, Commissioner-Van Anderson &
Commissioner-Chris Schumaker

November 27, 2024 @ 3:30 PM
Conference Room 1 & 2 or Join Zoom Meeting:

<https://myarborhealth.zoom.us/j/88957566693>

Meeting ID: 889 5756 6693

One tap mobile: +12532158782,,88957566693#

Dial: +1 253 215 8782



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

November 27, 2024 at 3:30 p.m.

Conference Room 1 & 2 or via ZOOM

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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	PAGE	TIME
Call to Order Roll Call Excused/Unexcused Absences Reading of the Mission & Vision Statement Approval or Amendment of Agenda Conflicts of Interest		3:30 pm
Comments and Remarks <ul style="list-style-type: none"> Commissioners Audience 		3:35 pm
Executive Session- RCW 70.41.200 <ul style="list-style-type: none"> Medical Privileging-Chief of Staff Dr. Victoria Acosta & Medical Staff Coordinator Barb Goble 	6	3:40 pm
Department Spotlight <ul style="list-style-type: none"> <i>Deferred to December</i> 		
Board Committee Reports <ul style="list-style-type: none"> Hospital Foundation Report-Committee Chair-Board Chair Herrin/Foundation Manager Jessica Scogin 	8	3:45 pm
<ul style="list-style-type: none"> Finance Committee Report- Committee Chair-Commissioner McMahan 	10	3:50 pm
Consent Agenda (Action) <ul style="list-style-type: none"> Approval of Minutes: <ul style="list-style-type: none"> <i>October 30, 2024, Regular Board Meeting</i> <i>November 6, 2024, Compliance Committee Meeting</i> <i>November 12, 2024, Special Board Meeting</i> <i>November 20, 2024, Finance Committee Meeting</i> 	17 24 27 29	4:00 pm
<ul style="list-style-type: none"> Warrants & EFTs in the amount of \$3,744,924.14 dated October 2024 	34	
Old Business <ul style="list-style-type: none"> Board Community Engagement Evaluation <ul style="list-style-type: none"> <i>To discuss the status of board engagements in Q4.</i> 		4:05 pm

New Business <ul style="list-style-type: none"> Board Policy & Procedure Review <ul style="list-style-type: none"> Board Mobile Device Management (REVISED) <i>Superintendent Mach</i> Code of Ethics (Revision Recommendation) <i>Compliance Officer Hargett</i> Board Self Evaluation 	38 40	4:10 pm
<ul style="list-style-type: none"> Capital Purchases <ul style="list-style-type: none"> RES-24-20-Approving the Capital Purchase of CDW Computers & Laptops (<i>IT Director Frey</i>) <ul style="list-style-type: none"> To recommend to the Board approving the purchase of computers and laptops through a new lease. RES-24-21- Approving the Capital Purchase of Steris Endo Washer & Dryer (<i>Patient Care Services Director Glass</i>) <ul style="list-style-type: none"> To recommend to the Board approving the purchase of an Endo washer and dryer through a new lease. 	42 54	4:20 pm
<ul style="list-style-type: none"> Board Self Evaluation <ul style="list-style-type: none"> To be completed and returned to Board Chair Herrin by December 6, 2024. At the December 18th Regular Board Meeting the Board will discuss the evaluation results completed for 2024. 	63	4:30 pm
<ul style="list-style-type: none"> 2025 Board Meeting Schedule <ul style="list-style-type: none"> To review the upcoming proposed board meeting schedule for 2025 (last Wednesday of every month). 	65	4:40 pm
Superintendent Report <ul style="list-style-type: none"> 2023-2025 Strategic Plan Board Educational Article 	67 74 79	4:45 pm
Meeting Summary & Evaluation		4:55 pm
Executive Session- RCW 42.30.110 (g) <ul style="list-style-type: none"> To discuss the performance of a public employee. 		5:00 pm
Next Board Meeting Dates and Times <ul style="list-style-type: none"> Regular Board Meeting-December 18, 2024 @ 3:30 PM (ZOOM & In Person) Next Committee Meeting Dates and Times <ul style="list-style-type: none"> QIO Committee Meeting-December 11, 2024 @ 7:00 AM (ZOOM) Finance Committee Meeting-December 18, 2024 @ 12:00 PM (ZOOM) 		
Adjournment		5:20 pm

EXECUTIVE SESSION



MEDICAL STAFF PRIVILEGING

The below providers are requesting appointment to the Arbor Health Medical Staff. All files have been reviewed for Quality Data, active state license, any malpractice claims, current liability insurance, peer references, all hospital affiliations, work history, National Practitioner Data Bank reports, sanctions reports, Department of Health complaints, Washington State Patrol background check and have been reviewed by the credentialing and medical executive committees including the starred items below. The credentialing and medical executive committees have recommended the following for approval.

INITIAL APPOINTMENTS-1

Arbor Health

- Marc Kranz, MD (Emergency Medicine)

REAPPOINTMENTS-5

Arbor Health

- Karolyn Moody, DO (Emergency Medicine)

Radiology Consulting Privileges

- Shaheen Umar, MD
- Timothy Larson, MD
- Bart Keogh, MD

Telestroke/Neurology Consulting Privileges

- Neha Mirchandani, MD

✳-notates files with items to note.

BOARD COMMITTEE REPORTS

Hybrid Meeting Minutes
November 12, 2024
Noon at the hospital conference room

1. Call to order

OUR MISSION: To raise funds and provide services that will support the viability and long-term goals of the Lewis County Hospital District No. 1. This includes, but is not limited to, taking a leadership role in maintaining and improving community connection and confidence in all aspects of the hospital's health care system.

- **ATTENDEES** : Paula Baker, Martha Wright, Christine Brower, Ann Marie Forsman, Marc Fisher, Jessica Scogin, Katelin Forrest, Shannon Kelly, Rob Mack, Jeanine Walker, Bonnie Justice, Lenae Langdon, Tom Herrin
- **EXCUSED ABSENCES**: Gwen Turner, Kip Henderson
- **ABSENT**: Lynn Bishop

2. Approval of Treasurer's Report and October Minutes

Minutes – Katelin Forrest made a motion and Tom Herron seconded to approve minutes with the correction of Paula Baker and Christine Browers names and the spelling of Mammo on the minutes. Motion carried

Treasurer's Report - Katelin Forrest made a motion and Tom Herron seconded to approve the treasurer report as presented. Motion carried

3. Administrators Report

- We have successfully recruited our travel Speech Therapist to fill our open position as an employee.
- A cardiologist will start in December every other Tuesday and eventually we hope to have them visit more often.
- We have an X-ray student starting in January.
- The trees around the Mossyrock Clinic have been cleared in preparation for our new sign.
- We are making some changes to our Work Place Violence posters with more positive language.
- We will have a new ARNP starting in the Mossyrock Clinic in December.
- We will be buying some capital equipment by the end of this year. Some of the items on the list are washer & Dryer and a hood in the kitchen.

- We have received some insurance money and we are using it to replace the flooring in the main hospital entrance.
- We recently hosted the Economic Alliance for their annual retreat.

4. Executive Directors Report:

- Mammos and Mocktails – good turn out everyone loved the cupcakes.
- Staff Giving Day – The Foundation is giving all employees a \$30 gift card and water bottle this year on November 19th. This is to show appreciation to staff for their support of the Foundation and promote the 15- Minute Philanthropy program.
- The Holiday Gift Sale in on December 3rd and 4th in Conference Room 1 and 2.

5. Old Business:

- none

6. New Business: None

- Jessica will explore grants for high school programs.
- Jessica submitted a grant for a bone density scanner.

7. The next meeting will be held on December 10th at 6:00 PM at Bonnie Justice's house.

Good of the order

Next meeting is a dinner meeting at Bonnie Justice's house at 6pm on December 10th. Please bring side dish and/or desserts.

Meeting closed at 1:46 pm

To: Finance Committee
From: Finance Department
Date: November 12, 2024
Subject: October Financial Statement Review

Volumes

The district's volume highlights show higher than expected results in Outpatient and Physician visits.

- Physician Clinic volumes were favorable to budget by 892 visits or 42%.
- Outpatient visits were ahead of budget by 353 visits or 30%.

Income Statement

Results from Operations show net income of \$205,450 for the month and \$1,801,654 YTD. Net Income is ahead of budget by \$351,457 for the month and \$3,010,401 YTD.

Revenue highlights

Month-to-date

- Central Supply is over budget by \$1,383,481 for the month. Missing charges over the past year were found and billed. Contractual adjustments were increased to cover this correction.
- Emergency department revenues were favorable to budget by \$112,378.
- Lab revenues were favorable to budget by \$100,553.
- Medicaid Safety Net revenue is \$530,289.
 - We reclassified Medicaid Safety Net payments from Patient revenues to Other Operating revenue to help separately identify these payments.

Year-to-date

- Skilled nursing revenues were favorable to budget by 11% or \$683,535.
- Emergency department revenues were favorable to budget by 4% or \$434,082.
- Medicaid Safety Net revenue is favorable to budget by \$665,092.
- Project grant revenue is favorable to budget by \$511,266.
 - We received a state emergency grant of \$481,043.



Expense highlights

Month-to-date

- Salaries expense was over budget by \$234,648.
- Supplies expenses were over budget by \$106,580.

Year-to-date

- Salaries and Wages expense was under budget by \$200,083.
- Supplies expense was over budget by \$278,239.

Balance Sheet

Highlights in the Balance sheet show cash increasing \$1,745,237.

- Cash accounts increased \$1,745,237 to \$4,915,886.
 - Days in cash increased from 29 to 42 days.
- Accounts receivable decreased \$769,985.
 - AR days decreased from 71 to 62 days.



ARBOR HEALTH
EXECUTIVE SUMMARY
Fiscal Year Ending: 10/31/24

BALANCE SHEET

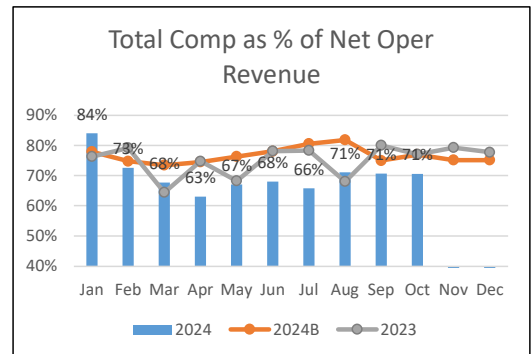
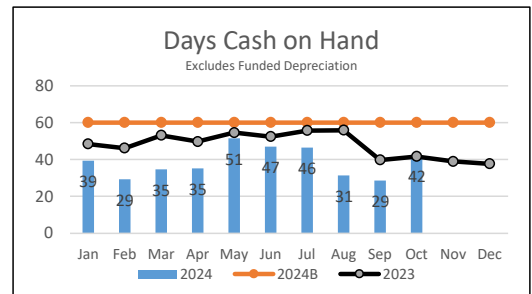
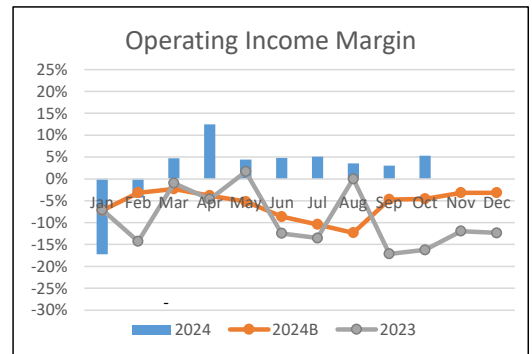
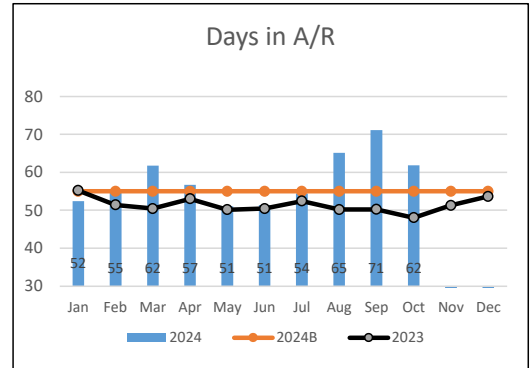
	YTD 10/31/2024	Prior YTD 10/31/2023
ASSETS		
Current Assets	\$12,782,513	\$9,243,652
Assets Whose Use is Limited	\$0	\$0
Property, Plant & Equipment (Net)	\$9,435,026	\$9,792,393
Other Assets	\$1,086,292	\$742,320
Total Unrestricted Assets	\$23,303,831	\$19,778,365
Restricted Assets	\$1,843,666	\$1,789,272
Total Assets	\$25,147,497	\$21,567,637
LIABILITIES & NET ASSETS		
Current Liabilities	\$4,645,061	\$3,447,056
Long-Term Debt	\$5,795,985	\$5,901,166
Other Long-Term Liabilities	\$0	\$0
Total Liabilities	\$10,441,046	\$9,348,222
Net Assets	\$14,706,451	\$12,219,415
Total Liabilities and Net Assets	\$25,147,497	\$21,567,637

STATEMENT OF REVENUE AND EXPENSES - YTD

	10/31/2024		YEAR TO DATE	
	ACTUAL	BUDGET	ACTUAL	BUDGET
Gross Patient Revenues	\$7,959,780	\$5,171,942	\$58,215,121	\$51,679,979
Discounts and allowances	(\$4,587,808)	(\$1,932,089)	(\$24,144,928)	(\$19,239,863)
Bad Dbt & Char C Write-Offs	(\$190,758)	(\$110,960)	(\$1,321,012)	(\$1,195,278)
Net Patient Revenues	\$3,181,214	\$3,128,893	\$32,749,181	\$31,244,838
Other Operating Revenues	\$678,482	\$75,178	\$2,322,872	\$751,784
Total Operating Revenues	\$3,859,696	\$3,204,071	\$35,072,053	\$31,996,622
Salaries & Benefits	\$2,723,172	\$2,464,972	\$24,405,786	\$24,607,126
Purchased Serv	\$409,048	\$388,576	\$3,801,813	\$3,628,245
Supply Expenses	\$345,700	\$239,120	\$2,679,911	\$2,401,672
Other Operating Expenses	\$130,675	\$183,222	\$1,666,780	\$1,826,441
Depreciation & Interest Exp.	\$165,089	\$159,133	\$1,627,120	\$1,591,331
Total Expenses	\$3,773,684	\$3,435,023	\$34,181,410	\$34,054,815
NET OPERATING SURPLUS	\$86,012	(\$230,952)	\$890,643	(\$2,058,193)
Non-Operating Revenue/(Exp)	\$119,437	\$84,945	\$911,011	\$849,446
TOTAL NET SURPLUS	\$205,449	(\$146,007)	\$1,801,654	(\$1,208,747)

KEY STATISTICS

	10/31/2024		YEAR TO DATE	
	ACTUAL	BUDGET	ACTUAL	BUDGET
Total Inpatient Admits	7	13	91	125
Average Length of Stay	4.60	4.00	4.50	4.00
Total Emergency Room Visits	449	467	4,739	4,667
Outpatient Visits	1,545	1,192	13,627	11,917
Total Surgeries	50	40	417	398



Lewis County Public Hospital District No. 1

Balance Sheet

October, 2024

	<u>Current Month</u>	<u>Prior-Month</u>	<u>Prior-Year end</u>	<u>Incr/(Decr) From PrYr</u>
Assets				
Current Assets:				
Cash	\$ 4,915,886	3,170,649	3,790,598	1,125,288
Total Accounts Receivable	13,180,851	13,422,190	9,103,176	4,077,675
Reserve Allowances	<u>(6,137,672)</u>	<u>(5,297,700)</u>	<u>(3,127,930)</u>	<u>(3,009,742)</u>
Net Patient Accounts Receivable	7,043,179	8,124,491	5,975,246	1,067,934
 Taxes Receivable	114,395	83,721	38,809	75,586
Estimated 3rd Party Settlements	0	0	263,159	(263,159)
Prepaid Expenses	432,596	464,257	430,473	2,123
Inventory	258,779	255,142	241,343	17,437
Funds in Trust	1,843,666	1,835,576	1,862,265	(18,599)
Other Current Assets	<u>17,677</u>	<u>17,677</u>	<u>54,623</u>	<u>(36,947)</u>
Total Current Assets	<u>14,626,179</u>	<u>13,951,513</u>	<u>12,656,515</u>	<u>1,969,664</u>
Property, Buildings and Equipment	35,806,944	35,761,729	35,226,814	580,130
Accumulated Depreciation	<u>(26,371,918)</u>	<u>(26,271,533)</u>	<u>(25,383,328)</u>	<u>(988,590)</u>
Net Property, Plant, & Equipment	9,435,026	9,490,196	9,843,486	(408,460)
Right-of-use assets	1,083,411	1,145,870	844,612	238,799
Other Assets	<u>2,881</u>	<u>2,991</u>	<u>3,982</u>	<u>(1,101)</u>
 Total Assets	<u><u>\$ 25,147,497</u></u>	<u><u>24,590,570</u></u>	<u><u>23,348,595</u></u>	<u><u>1,798,902</u></u>
Liabilities				
Current Liabilities:				
Accounts Payable	887,299	485,572	1,030,746	(143,446)
Accrued Payroll and Related Liabilities	1,010,231	988,106	1,206,309	(196,078)
Accrued Vacation	952,311	965,805	900,057	52,254
Third Party Cost Settlement	802,023	802,053	158,031	643,992
Interest Payable	102,473	76,842	0	102,473
Current Maturities - Debt	885,881	885,881	885,881	0
Other Payables	<u>4,842</u>	<u>4,842</u>	<u>445,406</u>	<u>(440,564)</u>
Current Liabilities	<u>4,645,061</u>	<u>4,209,102</u>	<u>4,626,430</u>	<u>18,631</u>
Total Notes Payable	518,864	544,826	776,435	(257,572)
Lease Liability	851,028	909,547	614,839	236,188
Net Bond Payable	4,426,094	4,426,094	4,426,094	0
Total Long Term Liabilities	<u>5,795,985</u>	<u>5,880,467</u>	<u>5,817,369</u>	<u>(21,383)</u>
 Total Liabilities	<u>10,441,046</u>	<u>10,089,569</u>	<u>10,443,799</u>	<u>(2,753)</u>
 General Fund Balance	12,904,796	12,904,796	12,904,796	0
Net Gain (Loss)	<u>1,801,654</u>	<u>1,596,205</u>	<u>0</u>	<u>1,801,654</u>
Fund Balance	<u>14,706,451</u>	<u>14,501,001</u>	<u>12,904,796</u>	<u>1,801,654</u>
 Total Liabilities And Fund Balance	<u><u>\$ 25,147,497</u></u>	<u><u>24,590,570</u></u>	<u><u>23,348,595</u></u>	<u><u>1,798,902</u></u>

Lewis County Hospital District No. 1
Income Statement
October, 2024

CURRENT			MONTH			YEAR TO DATE				
Pr Yr Month	% Var	\$ Var	Budget	Actual		Actual	Budget	\$ Var	% Var	Actual
598,904	19%	142,579	739,163	881,743	Inpatient Revenue	8,407,958	7,390,911	1,017,046	14%	6,840,464
3,625,520	66%	2,540,934	3,846,114	6,387,048	Outpatient Revenue	43,752,884	38,422,414	5,330,470	14%	36,277,090
628,972	18%	104,325	586,665	690,990	Clinic Revenue	6,054,279	5,866,653	187,626	3%	5,176,040
4,853,396	54%	2,787,838	5,171,942	7,959,780	Gross Patient Revenues	58,215,121	51,679,979	6,535,142	13%	48,293,593
1,830,869	-137%	(2,655,436)	1,932,089	4,587,525	Contractual Allowances	24,138,823	19,239,863	(4,898,960)	-25%	17,636,158
56,161	-123%	(63,090)	51,302	114,393	Charity Care	694,467	552,879	(141,588)	-26%	527,678
78,662	-28%	(16,706)	59,658	76,365	Bad Debt	626,545	642,399	15,854	2%	691,203
1,965,692	-134%	(2,735,233)	2,043,049	4,778,282	Deductions from Revenue	25,459,835	20,435,141	(5,024,694)	-25%	18,855,039
2,887,704	2%	52,605	3,128,893	3,181,498	Net Patient Service Rev	32,755,286	31,244,838	1,510,448	5%	29,438,554
59.5%	33.9%	20.5%	60.5%	40.0%	NPSR %	56.3%	60.5%	4.2%	6.9%	61.0%
85,008	802%	603,303	75,178	678,482	Other Operating Revenue	2,322,872	751,784	1,571,088	209%	779,138
2,972,712	20%	655,908	3,204,071	3,859,980	Net Operating Revenue	35,078,158	31,996,622	3,081,536	10%	30,217,692
Operating Expenses										
1,932,651	-11%	(234,648)	2,069,071	2,303,719	Salaries & Wages	20,490,624	20,690,708	200,083	1%	18,595,199
356,948	-6%	(23,552)	395,901	419,453	Benefits	3,915,162	3,916,419	1,257	0%	3,695,111
101,023	75%	40,905	54,367	13,462	Professional Fees	347,842	556,887	209,045	38%	1,289,134
381,500	-45%	(106,580)	239,120	345,700	Supplies	2,679,911	2,401,672	(278,239)	-12%	2,506,368
407,308	-5%	(20,471)	388,576	409,048	Purchase Services	3,801,813	3,628,245	(173,568)	-5%	3,560,502
32,560	52%	21,469	41,360	19,892	Utilities	351,935	400,185	48,250	12%	398,176
29,852	-21%	(6,935)	32,769	39,704	Insurance	341,550	327,689	(13,861)	-4%	304,499
57,214	-5%	(2,892)	54,726	57,618	Other Expenses	625,454	541,680	(83,773)	-15%	536,540
3,299,056	-10%	(332,704)	3,275,890	3,608,595	EBDITA Expenses	32,554,290	32,463,484	(90,805)	0%	30,885,530
(326,343)	-450%	323,204	(71,819)	251,385	EBDITA	2,523,868	(466,862)	2,990,731	-641%	(667,838)
-11.0%	390.5%	-8.8%	-2.2%	6.5%	EBDITA %	7.2%	-1.5%	-8.7%	593.1%	-2.2%
Capital Cost										
121,841	-1%	(1,249)	131,791	133,040	Depreciation	1,297,226	1,317,913	20,687	2%	1,252,998
34,361	-17%	(4,707)	27,342	32,049	Interest Cost	329,894	273,418	(56,477)	-21%	319,523
3,455,257	-10%	(338,661)	3,435,023	3,773,684	Operating Expenses	34,181,410	34,054,815	(126,595)	0%	32,458,050
(482,545)	-137%	317,248	(230,952)	86,296	Operating Income/(Loss)	896,748	(2,058,193)	2,954,941	-144%	(2,240,359)
-16.2%			-7.2%	2.2%	Operating Margin %	2.6%	-6.4%			-7.4%
0	0%	283	0	(283)	Mcare/Mcaid Pr Yr	(6,105)	0	6,105	0%	33,392
Non Operating Activity										
94,197	41%	36,472	89,195	125,667	Non-Op Revenue	959,157	891,951	67,207	8%	1,237,574
3,881	-47%	(1,979)	4,250	6,230	Non-Op Expenses	48,146	42,504	(5,642)	-13%	46,743
90,315	41%	34,492	84,945	119,437	Net Non Operating Activity	911,011	849,446	61,565	7%	1,190,831
(392,230)	-241%	351,457	(146,008)	205,450	Net Income / (Loss)	1,801,654	(1,208,747)	3,010,401	-249%	(1,016,136)
-13.2%			-4.6%	5.3%	Net Income Margin %	5.1%	-3.8%			-3.4%

DEPARTMENT SPOTLIGHT

CONSENT AGENDA



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

October 30, 2024, at 3:30 p.m.

Conference Room 1 & 2 and via ZOOM

<https://myarborhealth.zoom.us/j/88957566693>

Meeting ID: 889 5756 6693

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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"/> Craig Coppock, Secretary<input checked="" type="checkbox"/> Wes McMahan<input checked="" type="checkbox"/> Van Anderson<input checked="" type="checkbox"/> Chris Schumaker <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 type="checkbox"/> Shannon Kelly, CHRO<input 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<input checked="" type="checkbox"/> Jill Elizaga, Medical Staff Support Specialist			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<input type="checkbox"/> Dr. Victoria Acosta, Chief of Staff <input checked="" type="checkbox"/> Clint Scogin, Controller <input checked="" type="checkbox"/> Jessica Scogin, Foundation Manager <input checked="" type="checkbox"/> Julie Johnson, QMRC Manager <input checked="" type="checkbox"/> Char Hancock, Clinic Manager <input checked="" type="checkbox"/> Robert Houser, Imaging Manager <input checked="" type="checkbox"/> Shelly Cheney, Clinic Manager <input checked="" type="checkbox"/> Buddy Rose, Journalist <input checked="" type="checkbox"/> Diane Markham, Marketing & Communication Manager Board Chair Herrin noted the chat function has been disabled and the meeting will not be recorded.			
Approval or Amendment of Agenda		Commissioner Anderson made a motion to approve the agenda. Commissioner McMahan 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: Commissioner McMahan continues to be encouraged by the hospital's involvement in the District, as well as by the volunteer EMS who are a benefit to their communities especially in Glenoma today. Commissioner Anderson thanked Kassie in IT for her assistance, as well as shared info on another event in the community. Also, commended CFO Cornwell on an incredible job with the 2025 budget. CNO van Duren shared a patient experience noting how impressed the family was with this little hospital. CFO Cornwell reported a larger than expected rebound in cash during the month of October with an extra two million over what we normally receive in a month.			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
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	Audience: None.			
Executive Session <ul style="list-style-type: none"> RCW 70.41.200 	<p>Board Chair Herrin announced going into executive session at 3:40 p.m. for 5 minutes to discuss RCW 70.41.200-Medical Privileging. The Board returned to open session at 3:45 p.m. Board Chair Herrin noted no decisions were made in Executive Session.</p> <p>Initial Appointments:</p> <p>Arbor Health</p> <ol style="list-style-type: none"> Rachel Montes, MD (Emergency Medicine) <p>Radiology Consulting Privileges</p> <ol style="list-style-type: none"> Robert Bloch, MD <p>Reappointments:</p> <p>Arbor Health</p> <ol style="list-style-type: none"> Fabiola Puga, MD (Family Medicine) David Lee, MD (Emergency Medicine) <p>Radiology Consulting Privileges</p> <ol style="list-style-type: none"> Brendan McCullough, MD Mark Pfleger, MD 	<p>Commissioner Anderson made a motion to approve the Medical Privileging as presented and Secretary Coppock seconded. The motion passed unanimously.</p>		
Department Spotlight <ul style="list-style-type: none"> Quality Department 	<p>Clinic Manager Hancock shared insight into the Randle & Packwood Clinics highlighting each of the clinics staffing, hours of operation, visit counts, capital needs and community events that they are involved in. Both clinics are focused on growth, patient access and building a wellness mindset throughout the District. Clinic Manager Hancock confirmed the clinics receive good support and the managers rotate throughout the clinics which bonds the primary clinics too. One barrier noted is between the hospital and the clinics as staff do not always know hospital staff which is always an area for improvement. Clinic Manager</p>	<p>Connect with Commissioner McMahan to research referral concerns.</p>	<p>Clinic Manager Hancock & Commissioner McMahan</p>	<p>11.27.24</p>

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	Hancock confirmed opportunities include adding providers with the anticipated Packwood growth, as well as taking Rehabilitation Services to the Rural Health Clinics once legislatively it is approved. Clinic Manager Hancock confirmed the referral process can have its challenges and can be a lengthy process.			
Board Committee Reports <ul style="list-style-type: none"> Hospital Foundation Report 	Foundation Manager Scogin highlighted the following due to Board Chair Herrin being on vacation for the meeting: <ol style="list-style-type: none"> The Dinner Auction was a success, bringing in an estimated \$42,000. The Fund-A-Need Comfort Furniture is being delivered October 31st! Mammos and Mocktails was a success event for patients. The upcoming annual giftshop sale is the first week of December. 			
<ul style="list-style-type: none"> Finance Committee Report 	Commissioner McMahan highlighted volumes higher in outpatient and observation services, as well as the clinics. MTD revenues are strong in the ED and Outpatient and YTD Revenue is stronger than budget in Swing bed and the ED. Net Income is ahead of Budget MTD and YTD. Expenses were higher than expected in Wound care and 340b. Remember 340b expense occur prior to revenue and the same is true for wound care, as well as the revenues are recorded in different places so they will not be net zero. Again, days in cash decreased and AR increased, but to CFO Cornwell's point earlier, the recovery of cash has occurred in October instead of September, so great news!			
Consent Agenda	Board Chair Herrin announced the consent agenda items for consideration of approval:	Commissioner Anderson made a motion to approve the		

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<ol style="list-style-type: none"> 1. Approval of Minutes <ol style="list-style-type: none"> a. September 25, 2024, Regular Board Meeting b. October 23, 2024, Finance Committee Meeting 2. Warrants & EFTs in the amount of \$4,729,256.87 dated September 2024 3. Resolution 24-17-Declaring to Surplus or Dispose of Personal Property 	<p>Consent Agenda and Commissioner Schumaker seconded. The motion passed unanimously.</p> <p>Minutes, Warrants and Resolutions will be sent for electronic signatures.</p>	Executive Assistant Garcia	11.01.24
Old Business	Board Chair Herrin noted no old business.			
New Business <ul style="list-style-type: none"> • Board Policy & Procedure Review 	<p>Board Chair Herrin presented the following policies/procedures for review and/or revision:</p> <ol style="list-style-type: none"> 1. Board Mobile Device Management <ol style="list-style-type: none"> a. The Board requested Superintendent Mach review further and compare to recommendations from AWPHD & WSHA. The Board will review at the Regular Board Meeting in November. 2. Code of Ethics <ol style="list-style-type: none"> a. The Board requested Compliance Officer Hargett review further and cross reference with TRC hospitals. The Board will review at the Regular Board Meeting in November. 3. Conflict of Policies-Marked as Reviewed. 	<p>Secretary Coppock made a motion to approve the one of the three P & P's and Commissioner McMahan seconded. The motion passed unanimously.</p> <p>Marked the third document as Reviewed in Lucidoc. Revisions will be prepared for the first and second documents for further review in November.</p>	Executive Assistant Garcia	11.01.24 & 11.27.24
<ul style="list-style-type: none"> • Introduce Proposed Budget 	CFO Cornwell introduced the proposed 2025 Budget. The budget remains like 2024 with no major changes. The District is budgeting for a negative operating income but			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
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	remember the cost report has the potential to the outcome. As a Critical Access Hospital it is in the best interest of the District to reinvest into the Hospital to make money, not to cut costs. Overall, a conservative approach was taken with this budget. CFO Cornwell presented the 5-year capital budget noting the critical items are being purchased in 2024 and into 2025. Again, the managers have identified that if equipment stops working, replacements equipment will need to be purchased so there may be shuffling on this list. The proposed 2025 budget will continue to evolve in preparation for the Special Board Meeting-Public Hearing on Tuesday, November 12, 2024.			
Superintendent Report	<p>Superintendent Mach highlighted the memo in the packet and added the following updates:</p> <ol style="list-style-type: none"> 1. Continue to enhance the insurance benefit plan to benefit and retain employees. 2. Hired a Speech & Language Therapist. 3. Building the Cardiology program for a December launch and will continue to grow as volumes increase. 4. The Patient Centered Family Care Furniture is arriving tomorrow. Plan to do a tour at the Regular Board Meeting in November. 5. Implemented a Design Team to refresh the hospital and clinics to increase a cohesive look and brand. 6. A refresh to the Mossyrock Clinic is trees are being removed for safety reasons and a new permanent sign is coming soon! 7. 2024 Goals have been updated with data. 			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<p>8. As it relates to the data points provided by the TRC, Arbor Health is one of six hospitals with a positive net income out of 25. Great news!</p> <p>9. Participated in a Cybersecurity Tabletop with the leadership team to understand what downtime looks like and how does this affect our entire footprint of the District.</p>			
Meeting Summary & Evaluation	<p>Superintendent Mach provided a meeting summary. Commissioner Anderson noted over time on topics, but time well spent. Secretary Coppock appreciates the conservative approach on the budget. Commissioner Schumaker shared great information presented with good questions asked and effectively answered. Commissioner McMahan noted another good meeting, with the Board working together. Board Chair Herrin agreed the Board is coming together with different backgrounds and asking appropriate questions to keep moving forward. Superintendent Mach ended with another good meeting.</p>			
Adjournment		<p>Commissioner Anderson moved, and Secretary Coppock seconded to adjourn the meeting at 5:32 p.m. The motion passed unanimously.</p>		

Respectfully submitted,

Craig Coppock, Secretary

Date



LEWIS COUNTY HOSPITAL DISTRICT NO. 1
Compliance Committee Meeting
November 6, 2024, at 12:00 p.m.
Via Zoom

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	Secretary Coppock called the meeting to order via Zoom at 12:00 p.m. Commissioner(s) Present in Person or via Zoom: <input checked="" type="checkbox"/> Craig Coppock, Secretary <input checked="" type="checkbox"/> Chris Schumaker, Commissioner Committee Member(s) Present in Person or via Zoom: <input checked="" type="checkbox"/> Robert Mach, Superintendent/CEO <input checked="" type="checkbox"/> Shana Garcia, Executive Assistant <input checked="" type="checkbox"/> Spencer Hargett, Compliance Officer <input checked="" type="checkbox"/> Cheryl Cornwell, CFO <input checked="" type="checkbox"/> Shannon Kelly, CHRO <input type="checkbox"/> Barbara Van Duren, CNO/CQO <input checked="" type="checkbox"/> Julie Johnson, Quality Management, Risk & Regulatory Compliance Mgr. <input checked="" type="checkbox"/> Matthew Lindstrom, Facilities Director <input checked="" type="checkbox"/> Jim Frey, IT Director <input type="checkbox"/> Julie Taylor, Ancillary Services Director <input checked="" type="checkbox"/> Jessica Neidert, Business Office Manager	Excused-Barbara van Duren & Julie Taylor (LC Chamber of Commerce Meeting) Unexcused-None.		

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	☒ Janice Cramer, Patient Access Manager			
Approval or Amendment of Agenda	No amendments noted.	IT Director Frey made a motion to approve the agenda and Commissioner Schumaker seconded. The motion passed unanimously.		
Conflicts of Interest	Secretary Coppock asked the Committee to state any conflicts of interest with today's agenda.	None noted.		
Committee Reports <ul style="list-style-type: none"> Compliance Operational Workgroup Recap 	Compliance Officer Hargett highlighted the workgroup minutes and noted the areas of focus will be discussed again during the compliance risk assessment to determine if they remain a risk.			
Consent Agenda	Secretary Coppock announced the following in consent agenda up for approval: <ol style="list-style-type: none"> Review of Compliance Minutes –August 14, 2024 Review of Compliance Operational Workgroup Minutes –September 4, 2024 Review of Compliance Operational Workgroup Minutes –October 2, 2024 Regulatory Audits Dashboard New/Updated Laws Dashboard Compliance Program Update 	Commissioner Schumaker made a motion to approve the consent agenda. Superintendent Mach seconded. Motion passed unanimously.		
Old Business	Secretary Coppock noted no old business.			
New Business <ul style="list-style-type: none"> Annual Compliance Risk Assessment 	Compliance Officer Hargett presented the 2024 Risk Assessment and the 83% progress made on the 2024 Compliance Workplan. As a reminder, there are seven elements to a successful compliance program, one of which includes completing a periodic risk assessment. Compliance Officer Hargett reviewed key definitions prior to discussing the top compliance risks identified for the			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<p>District. Each committee member provided insights on the topics listed before identifying as high risk and moving to the 2025 Compliance Workplan. The seven selected included Contract Evaluations, Cybersecurity Breach Board Code of Ethics, Use of AI, Policy & Procedure Reviews, Portable Device Management and Small Works Roster.</p> <p>The Committee completed the exercise to identify the highest items of risk via a MENTI tool and the 2025 Workplan was established.</p>			
<ul style="list-style-type: none"> Compliance Cup 	Compliance Officer Hargett noted National Corporate Compliance & Ethics Week. There is a friendly competition between TRC hospitals on completing the survey. Please encourage your staff to complete to help Arbor Health win for highest level of participation.	Complete Compliance Questionnaire survey.	All Staff	11.08.24
Meeting Summary & Evaluation	<p>Compliance Officer Hargett provided a summary report.</p> <p>Secretary Coppock is encouraged by the wide band of involvement in compliance and it shows the attention be given to these areas to keep AH in compliance. Commissioner Schumaker noted a nice job to Compliance Officer Hargett, even learned some new things.</p>			
Adjournment	Secretary Coppock adjourned the meeting at 1:47 p.m.			



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

November 12, 2024, at 6:00 p.m.

Conference Rooms 1 & 2 or via ZOOM

<https://myarborhealth.zoom.us/j/84934316490>

Meeting ID: 849 3431 6490

One tap mobile: +12532050468,,84934316490# US

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 Excused/Unexcused Absences Reading the Mission & Vision Statements	Board Chair Herrin called the meeting to order at 6:00 p.m. Commissioners present: <input checked="" type="checkbox"/> Tom Herrin, Board Chair <input checked="" type="checkbox"/> Craig Coppock, Secretary <input checked="" type="checkbox"/> Wes McMahan <input checked="" type="checkbox"/> Van Anderson <input checked="" type="checkbox"/> Chris Schumaker Others present: <input checked="" type="checkbox"/> Rob Mach, Superintendent <input checked="" type="checkbox"/> Shana Garcia, Executive Assistant <input checked="" type="checkbox"/> Cheryl Cornwell, CFO <input checked="" type="checkbox"/> Laura Coppock, Mossyrock Community Member			
Conflicts of Interest	Board Chair Herrin asked the Board to state any conflicts of interest with today's agenda.	None noted.		
Reading of the Notice of the Special Meeting	Board Chair Herrin read the special board meeting notice.			
New Business Present the 2025 Budget (RCW 70.44.060 (6))	CFO Cornwell presented the 2025 budget while reflecting on a strong 2024's experience year to date. Managers were included in this			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
<ul style="list-style-type: none"> To present the proposed 2025 operating budget 	<p>process when discussing current volume experience and where growth opportunities are projected. The percentage of change on the budget is conservative even with the success YTD in 2024.</p> <p>CFO Cornwell shared the capital asset list where departments identified equipment at or near end of life. There will be equipment purchases in 2024 given the financial strength YTD.</p>			
Public Comment	No comment.	How to plan for medicare advantage? Laura...		
<ul style="list-style-type: none"> Resolution-24-18- Adopting the 2025 Budget (Action) <ul style="list-style-type: none"> To adopt the budget. 		<p>Commissioner McMahan made a motion to approve Resolution 24-18 as presented, Secretary Coppock seconded and the motion passed unanimously.</p> <p>Resolution will be sent for electronic signatures.</p>	Executive Assistant Garcia	11.13.24
Adjournment	Secretary Coppock moved and Commissioner McMahan seconded to adjourned at 6:35 p.m. The motion passed unanimously.			

Respectfully submitted,

Craig Coppock, Secretary

Date



LEWIS COUNTY HOSPITAL DISTRICT NO. 1
Finance Committee Meeting
November 20, 2024, at 12:00 p.m.
Via Zoom

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 Reading the Mission & Vision Statements Roll Call Excused/ Unexcused Absences	Commissioner McMahan called the meeting to order via Zoom at 12:00 p.m. Commissioner(s) Present in Person or via Zoom: <input checked="" type="checkbox"/> Wes McMahan, Commissioner <input checked="" type="checkbox"/> Van Anderson, Commissioner Committee Member(s) Present in Person or via Zoom: <input checked="" type="checkbox"/> Shana Garcia, Executive Assistant <input checked="" type="checkbox"/> Cheryl Cornwell, CFO <input checked="" type="checkbox"/> Robert Mach, Superintendent <input checked="" type="checkbox"/> Marc Fisher, Community Member <input checked="" type="checkbox"/> Clint Scogin, Controller <input checked="" type="checkbox"/> Barbara van Duren, CNO/CQO <input checked="" type="checkbox"/> Julie Taylor, Ancillary Services Director <input type="checkbox"/> Jessica Niedert, Business Office Manager <input type="checkbox"/> Janice Cramer, Patient Access Manager <input checked="" type="checkbox"/> Jim Frey, IT Director <input checked="" type="checkbox"/> Laura Glass, Patient Care Services Director <input checked="" type="checkbox"/> Diane Markham, Marketing & Communications Manager	Excused: Janice Cramer (Technical Issues) & Jessica Niedert (Technical Issue) Unexcused: Janice Kelly		

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<input type="checkbox"/> Janice Kelly, RT Manager			
Approval or Amendment of Agenda		Commissioner Anderson made a motion to approve the agenda and Superintendent Mach seconded. The motion passed unanimously.		
Conflicts of Interest	Commissioner McMahan asked the Committee to state any conflicts of interest with today's agenda.	None noted.		
Consent Agenda	<p>Commissioner McMahan announced the following in consent agenda up for approval:</p> <ol style="list-style-type: none"> 1. Review of Finance Minutes –October 30, 2024 2. Board Oversight Activities 3. Review Warrants & EFT's in the amount of \$3,744,924.14 dated October 2024 <p>The Finance Committee supports the Warrants and EFT's and will recommend approval at the Board level in Consent Agenda.</p>	<p>Community Member Fisher made a motion to approve the consent agenda and Commissioner Anderson seconded. The motion passed unanimously.</p> <p>The Finance Committee supported requesting the Board's approval of the Warrants & EFT's at the Regular Board Meeting in Consent Agenda.</p>	Executive Assistant Garcia	11.27.24 Regular Board Meeting
Old Business <ul style="list-style-type: none"> • CFO Financial Review 	<p>CFO Cornwell noted volumes strong in Outpatient and Physician visits. While revenue was strong month to date, additional services were billed and a large percentage was incorrect. There will be some OR revenue captured but contractual adjustments were applied to cover this correction given limitations to correct in the accounting software. Overall, Net Patient Service Revenue is the best number to review and compare to like hospitals. Given the increase in patient activities there is an increase in supplies YTD. October was another strong month with a Net Income Margin of 5.1%.</p> <p>CFO Cornwell shared cash increased from 29 to 42 days. AR</p>			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	decreased but still more to go and collect.			
New Business <ul style="list-style-type: none"> AH Retirement Fund Update 	CFO Cornwell shared the retirement plan is performing with no concerns.			
<ul style="list-style-type: none"> 2024 Self Insured Health Insurance Quarter 3 Overview 	CFO Cornwell shared the health insurance plan is performing very well as a self-insured plan. YTD the plan is operating at a surplus. Good news, the 2025 plan updates should reduce employees out of pocket expenses for healthcare performed by Arbor Health. Positive changes with minimal increases to employees.			
<ul style="list-style-type: none"> Property Tax Levy Options 	<p>CFO Cornwell presented the District's draft levy options. The District only has the M & O levy. Administration is recommending 1.00% increase which is the highest lawful levy amount, plus the administrative refund.</p> <p>CFO Cornwell will present the levy to the public at the Special Board Meeting on November 25, 2024, for public comment. The Board will need to decide how to move forward.</p> <p>The budget and levy documentation must be submitted to Lewis County by November 30, 2024.</p>			
<ul style="list-style-type: none"> Capital Review 	<p>IT Director Frey presented the CDW Computers and Laptops capital purchase. Windows 10 will no longer be supported by Microsoft, so the District needs to upgrade.</p> <p>Patient Care Services Director Glass presented the Steris Edo Washer and Dryer capital purchase, Steris OR Lights and Mindray Ultrasound Probes capital purchases. The washer is end of life and currently the District does not have a dryer, so instruments are</p>	The Finance Committee supported requesting the Board's approval of a resolution for the CDW Computers and Laptops, as well as the Steris Endo Washer/Dryer at the Regular Board Meeting.	Executive Assistant Garcia	11.27.24 Regular Board Meeting

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
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	<p>hand dried by the technician. This equipment will decrease the time the time performing these tasks and allow the tech to do other tasks. The OR lights are end of life and alternative light solutions but it less than optimal for the physician. These lights will improve physician satisfaction and increase patient safety. Administration will verify if this quote is for both lights and if pricing improves by purchasing the unit. The Ultrasound probes are partly broken resulting in dark blind spots on images which hinder the exam. The probes will provide better assessments for patients.</p> <p>CNO/CQO van Duren presented the AIM Stress Test Treadmill capital purchase. The treadmill is end of life and replacement parts were add this year but are extremely hard to find. If the treadmill goes down, then cardio stress tests cannot be performed for patients. With cardiology services coming to our clinics, this will be equipment will be needed to provide care to patients. The vendor listed on the capital request form will not be used, as concerns have occurred during this process. Working with purchasing to find new vendors which may results in increased costs but doing our due diligence to protect the District.</p> <p>Marketing & Communications Manager Markham presented the ESCO sign capital purchase. The Mossyrock Clinic does not have a permanent sign. This professional sign represents the clinic and notifies patients of our location as well as services.</p> <p>The Steris OR Lights, the Mindray Ultrasound Probes, the AIM Stress Test Treadmill and the ESCO sign are within Superintendent Mach's</p>			
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AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<p>spending authority but want to keep the Finance Committee informed of the investments we are putting back into the District.</p> <p>The Finance Committee supports the resolutions for the CDW Computers and Laptops, as well as the Steris Endo Washer/Dryer and will recommend approval at the Board level in New Business.</p>			
Meeting Summary & Evaluation	<p>CFO Cornwell provided a summary report.</p> <p>Commissioners McMahan and Anderson appreciate CFO Cornwell detailed reports. Commissioner Anderson inquired on page 121 of the packet on the details of Other Expenses.</p>	Research Other Expenses and send the details to Commissioner Anderson.	CFO Cornwell & Controller Scogin	Prior to the Regular Board Meeting 11/27/24
Adjournment	Commissioner McMahan adjourned the meeting at 1:09 pm.			

WARRANT & EFT LISTING NO. 2024-10

RECORD OF CLAIMS ALLOWED BY THE
BOARD OF LEWIS COUNTY
COMMISSIONERS

The following vouchers have been audited,
charged to the proper account, and are within the
budget appropriation.

CERTIFICATION

I, the undersigned, do hereby certify, under
penalty of perjury, that the materials have been
furnished, as described herein, and that the claim
is a just, due and unpaid obligation against
LEWIS COUNTY HOSPITAL DISTRICT NO. 1
and that I am authorized to authenticate and
certify said claim.

Signed:

Cheryl Cornwell, CFO

We, the undersigned Lewis County Hospital
District No. 1 Commissioners, do hereby certify
that the merchandise or services hereinafter
specified has been received and that total
Warrants and EFT's are approved for payment
in the amount of

\$3,744,924.14 this 27th day
of November 2024

Board Chair, Tom Herrin

Commissioner, Wes McMahan

Secretary, Craig Coppock

Commissioner, Van Anderson

Commissioner, Chris Schumaker

SEE WARRANT & EFT REGISTER in the amount of \$3,744,924.14 dated October 1, 2024 – October 31, 2024.

October 31, 2024

ARBOR HEALTH WARRANT REGISTER SUMMARY

Routine A/P Check Runs

Warrant Number	Date	Amount	Description
See Detail	10/1/2024-10/31/2024	1,000,970.26	System Checks
See Detail	10/1/2024-10/31/2024	2,355,234.67	EFT payments
<i>Total - Umpqua Bank</i>		\$ 3,356,204.93	

Warrant Number	Date	Amount	Description
1236	10/11/24	192,066.74	IRS
1237	10/25/24	194,807.25	IRS
4839-4844	10/31/24	1845.22	BBP Admin
		0.00	
<i>Total - Security State Bank</i>		\$ 388,719.21	

<i>Total Checks/Warrants</i>	\$3,744,924.14
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OLD BUSINESS

NEW BUSINESS



DocID: 17933
Revision: 1
Status: In preparation
Department: Governing Body
Manual(s):

Policy & Procedure : Board Mobile Device Management

Policy:

It is the policy of Lewis County Hospital District No. 1 that the Board of Commissioners shall not use electronic communication devices during board meetings to discuss or deliberate on any matter pending before the Board if such discussions should be conducted in an open meeting in accordance with Washington State law.

Procedure:

Commissioners should:

1. Accessing Materials:
 - a. Use electronic communication devices, including mobile devices, only to access necessary materials such as the board agenda, minutes, resolutions, resource documents, policies, bylaws, Robert's Rules of Order, or other research relevant to the discussion.
2. Prohibited Uses:
 - a. Avoid using electronic communication devices to access or review information unrelated to the matters under consideration during the board meeting.
3. Communication Restrictions:
 - a. Refrain from sending or receiving electronic communications related to board matters that require deliberation in an open meeting per Washington State law.
4. Personal Communications:
 - a. Make every effort to limit sending or receiving personal electronic communications during board meetings. However, commissioners may address urgent or emergency family and/or business communications when necessary.

Document Owner: Herrin, Tom
Collaborators: Mach, Robert

Approvals

- Committees:
- Signers:

Original Effective Date: 12/05/2017
Revision Date: [12/05/2017 Rev. 0]

Review Date:

[08/27/2018 Rev. 0], [09/05/2019 Rev. 0], [02/19/2021 Rev. 0], [10/21/2022 Rev. 0], [11/08/2023 Rev. 0]

Attachments:

(REFERENCED BY THIS DOCUMENT)

Other Documents:

(WHICH REFERENCE THIS DOCUMENT)

Paper copies of this document may not be current and should not be relied on for official purposes. The current version is in Lucidoc at

[https://www.lucidoc.com/cgi/doc-gw.pl?ref=morton:17933\\$1](https://www.lucidoc.com/cgi/doc-gw.pl?ref=morton:17933$1).



DocID: 8610-104
Revision: 2
Status: Official
Department: Governing Body
Manual(s):

Policy & Procedure : Board Self-Evaluation

Policy:

It is the policy of Lewis County Hospital District No.1 that the Board of Commissioners will conduct an annual self-evaluation.

Purpose:

For the Board of Commissioners to set and review goals and expectations.

Procedure:

The Board of Commissioners will identify their areas of strengths and weaknesses ensuring their personal goals and hospital health system goals are compatible. They will do this by using one of the evaluation forms located in the binder marked **Board Self Evaluation** located in the Administration office.

Document Owner: Herrin, Tom

Collaborators:

Approvals

- **Committees:** (09/25/2019) Board of Commissioners, (03/31/2021) Board of Commissioners,

- **Signers:**

Original Effective Date: 07/05/2006

Revision Date: [07/05/2006 Rev. 1], [03/09/2007 Rev. 0], [08/27/2018 Rev. 2]

Review Date: [07/09/2008 Rev. 1], [05/29/2009 Rev. 1], [03/21/2014 Rev. 1], [05/31/2016 Rev. 1], [09/05/2019 Rev. 2], [02/19/2021 Rev. 2], [10/21/2022 Rev. 2], [12/08/2023 Rev. 2]

Attachments:

(REFERENCED BY THIS DOCUMENT)

Other Documents:

(WHICH REFERENCE THIS DOCUMENT)

*Paper copies of this document may not be current and should not be relied on for official purposes. The current version is in
Lucidoc at
[https://www.lucidoc.com/cgi/doc-gw.pl?ref=morton:10652\\$2](https://www.lucidoc.com/cgi/doc-gw.pl?ref=morton:10652$2).*



LEWIS COUNTY HOSPITAL DISTRICT NO. 1
MORTON, WASHINGTON

RESOLUTION APPROVING
THE CAPITAL PURCHASE OF THE
CDW COMPUTERS & LAPTOPS

RESOLUTION NO. 24-20

WHEREAS, the Lewis County Hospital District No. 1 owns and operates Arbor Health, a 25-bed Critical Access Hospital located in Morton, Washington, and;

WHEREAS, the Lewis County Hospital District No. 1 feel that this is worthy,

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Lewis County Hospital District No. 1 as follows:

Approving the purchase of the CDW Computers & Laptops through a new lease.

The purchase price is \$162,756.65 plus shipping.

ADOPTED and APPROVED by the Commissioners of Lewis County Hospital District No. 1 in an open public meeting thereof held in compliance with the requirements of the Open Public Meetings Act this 27th day of November 2024, the following commissioners being present and voting in favor of this resolution.

Tom Herrin, Board Chair

Wes McMahan, Commissioner

Van Anderson, Commissioner

Craig Coppock, Secretary

Chris Schumaker, Commissioner



CAPITAL EQUIPMENT/ASSESSMENT REQUEST FORM

SECTION 1 - DEPARTMENT INFORMATION / ITEM REQUESTED

Department Name	IT	Department#	8480
Manager	Jim Frey	Phone #	306-496-3645
General Description of Item	Replacement of desktop computers.		
Reason For Purchase (Choose all that apply)	<input type="checkbox"/> New <input checked="" type="checkbox"/> Replacement <input checked="" type="checkbox"/> End of Life <input type="checkbox"/> Quality of Care <input type="checkbox"/> Patient Satisfaction <input type="checkbox"/> Increase Volume <input type="checkbox"/> Other		
Expected Life of New Equipment in Years	5-7 Years		

Notes about reason for request, effect on department's operations, effect on other departments, and impact of purchase on revenues or volumes :

As of October 14, 2025, Microsoft's Windows 10 environment will be end of life and unsupported. Microsoft has set a minimum processor specification for support of Windows 11 operating system. Most of our fleet of computers do not meet minimum specifications.

Do We Have Any Similar Equipment In The Organization / Which Department?

☒ Yes ☐ No

Can This Equipment Be Utilized By Other Departments?

☒ Yes ☐ No Systems are used by all depts.

Were (3) Competitive Quotes Obtained? (Please Attach)

☒ Yes ☐ No - Detail below

Rack Simply - \$190,806.00

Dell - \$179,465.42

CDW - \$162,756.65

All quotes include taxes.

Suggested Vendor CDW

PREFERRED MODEL #

Name/Contact Of Vendor Riya Shaw

Estimated Price \$ \$162,756.65

Source Of Estimated Price Quote (attach) ☐ Other (Explain)

SECTION 2 - DEPARTMENT AND TECHNOLOGY IMPACT

Will this purchase interface with our computer system?

☒ Yes - Detail below ☐ No ☐ Unsure

This purchase is part of the technology resources of the District.

Facilities Involvement

☐ Yes - Detail below

☒ No

☐ Unsure

Biomed Involvement

☐ Yes - Detail below

☒ No

☐ Unsure

Clinical Informatics Involvement

☐ Yes - Detail below

☒ No

☐ Unsure

Infection Control

☐ Yes - Detail below

☒ No

☐ Unsure

IT Involvement

☒ Yes - Detail below

☐ No

☐ Unsure

Material Management

☒ Yes - Detail below

☐ No

☐ Unsure

Explain and/or quantify any known involvement or expenses in these areas.

This is an IT project with the CFO to be involved for financing aspects.
Material Management will be involved in receiving computers.

SECTION 3 - EQUIPMENT ASSESSMENT TEAM EVALUATION SUMMARY

Assessment Team Members: Dave Fehrenbach, Jim Frey		Date of Meeting: 29-Oct-24	
PROS	Buy and hold available from CDW.		
CONS			
CONSIDERATIONS	Price and minimum specifications		
RECOMMENDATIONS	Purchase Lenovo equipment from CDW.		
WARRANTY INFORMATION	3 year warranty on equipment.		
ADDITIONAL ACQUISITION/ PREP COST \$			
ADDITIONAL PREP/ TRAINING HOURS			
COMMENTS			

Base Equipment Price - As Provided	\$ 150,980.20		
Software Costs			
Additional Cost of Installation Support	\$ -		Total Monthly Consumables Cost \$ -
Total Additional Associated Cost	\$ -		
Shipping, Delivery and Installation	\$ -		
Sales Tax	\$ 11,776.45		
TOTAL NON- RECURRING EXPENSE		\$ 162,756.65	
TOTAL RECURRING EXPENSE			\$ -

*** FOR FINANCE DEPARTMENT USE ONLY ***			
HOW ARE WE PAYING FOR THIS?		Financed	
IS THIS BUDGETED	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
BUDGETED PURCHASE DATE			
TYPE OF EQUIPMENT			
<input type="checkbox"/> Building Improvement	<input type="checkbox"/> Fixed Equipment	<input type="checkbox"/> Building	<input type="checkbox"/> Capital Lease
<input type="checkbox"/> Major Moveable Equipment	<input type="checkbox"/> Other - Explain _____		

*** APPROVALS ***	
Chief Financial Officer	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div> <div style="text-align: right; margin-top: 5px;">Date</div>
Chief Executive Officer	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div> <div style="text-align: right; margin-top: 5px;">Date</div>
Board Chair if > than \$30,000	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div> <div style="text-align: right; margin-top: 5px;">Date</div>



Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

QUOTE CONFIRMATION

JIM FREY,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PDLV633	10/23/2024	BUY AND HOLD ONLY OPTION 2	1519324	\$162,756.65

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
LVO M70Q I5-14500T W11P MC98087711 Mfg. Part#: 12TES5LR00-MC98087711 Contract: Vizient Tier 6 Desktops, Laptops, Mobile Devices (IT0031)	200	8100516	\$748.37	\$149,674.00
CDW STAGING AGREEMENT-VH Mfg. Part#: STAGNG AGREEMNT-VH Contract: Standard Pricing	1	308255	\$0.00	\$0.00
CDW STAGING- PER MONTH PALLET Mfg. Part#: STAGING-MONTH Contract: Vizient Tier 6 All other Products (IT0031)	20	1299524	\$48.86	\$977.20
CDWVH STGNG LABOR SHPMNT PER PALLET Mfg. Part#: CDWVH STGNG LABOR SHPMNT Contract: Vizient Tier 6 All other Products (IT0031)	10	7356735	\$32.90	\$329.00
ATTN PICKING Mfg. Part#: PICKING UNSPSC: 43211600 Contract: MARKET	1	021862	\$0.00	\$0.00

SUBTOTAL	\$150,980.20
SHIPPING	\$0.00
SALES TAX	\$11,776.45
GRAND TOTAL	\$162,756.65

PURCHASER BILLING INFO	DELIVER TO
Billing Address: MORTON GENERAL HOSPITAL PO BOX 1138 MORTON, WA 98356-0019 Phone: (360) 496-5112 Payment Terms: NET 30-VERBAL	Shipping Address: MORTON GENERAL HOSPITAL 521 ADAMS STREET MORTON, WA 98356 Shipping Method: Buy & Hold
	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

Riya Shah | (877) 376-0904 | riya.shah@cdwg.com

LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$150,980.20	\$4,272.74/Month	\$150,980.20	\$4,912.90/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

Need Help?



My Account



Support



Call 800.800.4239

[About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at

<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.

© 2024 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239



Your Quote is ready.

Your personalized Quote is now available for purchase.

Complete your order through our secure online checkout before your Quote expires.

Order Now

Quote Name:	QTY 200	Sales Rep	Taylor Gaetje
Quote No.	3000181725144.3	Phone	1(800) 456-3355, 6183827
Total	\$179,465.42	Email	Taylor_Gaetje@Dell.com
Customer #	530036597303	Billing To	TINA CLEVENGER CARBAUGH
Quoted On	Sep. 30, 2024		MORTON GENERAL HOSPITAL
Expires by	Oct. 10, 2024		PO BOX 1138
	Dell Midwestern Higher		MORTON, WA 98356-0019
Contract Name	Education Compact		
	(MHEC) Master Agreement		
Contract Code	C000000979569		
Customer Agreement #	MHEC-04152022		
Deal ID	27859698		

Message from your Sales Rep

If you are ready to place your order, you can utilize the "Order Now" button on the quote to securely check out. If you have any questions, please reach out to me, Taylor Gaetje, at 512-728-9645. Email: Taylor_Gaetje@Dell.com Thank you for shopping with Dell!

Regards,
Taylor Gaetje

Shipping Group

Shipping To	Shipping Method
TRACEY CARBAUGH MORTON GENERAL HOSPITAL 521 ADAMS ST MORTON, WA 98356 (360) 496-3515	Standard Delivery

Product	Unit Price	Quantity	Subtotal
OptiPlex Micro Form Factor (Plus 7020)	\$832.40	200	\$166,480.00

Subtotal:	\$166,480.00
Shipping:	\$0.00
Estimated Tax:	\$12,985.42
<hr/>	
Total:	\$179,465.42

Special pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Shipping To	Shipping Method
TRACEY CARBAUGH MORTON GENERAL HOSPITAL 521 ADAMS ST MORTON, WA 98356 (360) 496-3515	Standard Delivery

	Unit Price	Quantity	Subtotal
OptiPlex Micro Form Factor (Plus 7020)	\$832.40	200	\$166,480.00
Estimated delivery if purchased today: Oct. 11, 2024 Contract # C000000979569 Customer Agreement # MHEC-04152022			

Description	SKU	Unit Price	Quantity	Subtotal
OptiPlex Micro Form Factor Plus 7020	210-BKXB	-	200	-
Intel Core i5 processor 14500 vPro (24MB cache, 14 cores, 20 threads, up to 5.0 GHz Turbo, 65W)	338-CNCH	-	200	-
Windows 11 Pro, English, Brazilian Portuguese PT-BR, French, Spanish	619-ARSB	-	200	-
Activate Your Microsoft 365 For A 30 Day Trial	658-BCSB	-	200	-
16GB DDR5 Memory,1X16GB,5600,Non-ECC,SoDIMM	370-BBPX	-	200	-
M.2 2230 512GB PCIe NVMe SSD Class 35	400-BQSB	-	200	-
M2X3.5 Screw for SSD/DDPE	773-BBBC	-	200	-
NO RAID	817-BBBN	-	200	-
OptiPlex Micro Plus with 65W CPU	329-BJWV	-	200	-
US Power Cord	450-AAZN	-	200	-
Intel(R) AX211 Wi-Fi 6E 2x2 and Bluetooth	555-BH DU	-	200	-
Internal Antenna	555-BH DV	-	200	-
Wireless Driver Intel AX211	555-BKJP	-	200	-
No Additional Video Ports	492-BCKH	-	200	-
Dell Pro Wireless Keyboard and Mouse - KM5221W - English - Black	580-AJJG	-	200	-
Mouse included with Keyboard	570-AADI	-	200	-
No Cover Selected	325-BCZQ	-	200	-
Dell Additional Software	634-CHFP	-	200	-
ENERGY STAR Qualified	387-BBLW	-	200	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	200	-
Watch Dog SRV	379-BFMR	-	200	-
Quick Start Guide, OptiPlex Micro Plus	340-DMHF	-	200	-
Print on Demand Label	389-BDQH	-	200	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	200	-
Shipping Material	340-CQYN	-	200	-
Shipping Label	389-BBUU	-	200	-
High:FSJ Reg label for 180W adaptor	389-FGDW	-	200	-
IRST Driver, MFF 7020	658-BFSV	-	200	-

Intel Core i5 Processor Label	340-CUEW	-	200	-
Desktop BTS/BTP Shipment	800-BBIP	-	200	-
No Option Included	340-ACQQ	-	200	-
180 Watt A/C Adapter, TCO Compliant	450-BBBM	-	200	-
Configuration Matérielle Fixe	998-GRXX	-	200	-
EPEAT 2018 Registered (Gold)	379-BDZB	-	200	-
Internal Speaker, MFF 7020	520-BBFQ	-	200	-
No Out-of-Band Systems Management	631-BBQD	-	200	-
Dell Limited Hardware Warranty Plus Service	812-3886	-	200	-
Onsite/In-Home Service After Remote Diagnosis 3 Years	812-3887	-	200	-

Subtotal:	\$166,480.00
Shipping:	\$0.00
Estimated Tax:	\$12,985.42
<hr/>	
Total:	\$179,465.42

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringsspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.



RackSimply International Corp.

3100 N Lake Harbor Ln, suite 174
Boise, ID 83703 US
salesorders@racksimply.com

Estimate

ADDRESS	SHIP TO	ESTIMATE	3266
Lewis County Hospital District No. 1	Lewis County Hospital District No. 1	DATE	09/30/2024
521 Adams Ave.	521 Adams Ave.		
Morton, Washington 98356	Morton, Washington 98356		

PART NUMBER	DESCRIPTION	QTY	PRICE	EXTENDED TOTAL
8B3L0AW	HP Elite Mini 600 G9 i513500T 16GB/512 PC Intel Core i5-13500T, SSD 512GB M.2 PCIe NVMe, 16GB DDR5, W11 Pro64, 1-1-1 Wty, ax6G+BT U.S. English localization	200	885.00	177,000.00T
SUBTOTAL				177,000.00
TAX				13,806.00
TOTAL				\$190,806.00

Accepted By

Accepted Date



LEWIS COUNTY HOSPITAL DISTRICT NO. 1
MORTON, WASHINGTON

RESOLUTION APPROVING
THE CAPITAL PURCHASE OF STERIS
ENDO WASHER & DRYER

RESOLUTION NO. 24-21

WHEREAS, the Lewis County Hospital District No. 1 owns and operates Arbor Health, a 25-bed Critical Access Hospital located in Morton, Washington, and;

WHEREAS, the Lewis County Hospital District No. 1 feel that this is worthy,

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Lewis County Hospital District No. 1 as follows:

Approving the purchase of the Steris Endo Washer & Dryer through a new lease.

The purchase price is \$113,559.59.

ADOPTED and APPROVED by the Commissioners of Lewis County Hospital District No. 1 in an open public meeting thereof held in compliance with the requirements of the Open Public Meetings Act this 27th day of November 2024, the following commissioners being present and voting in favor of this resolution.

Tom Herrin, Board Chair

Wes McMahan, Commissioner

Van Anderson, Commissioner

Craig Coppock, Secretary

Chris Schumaker, Commissioner



Department Name	<u>Surgery</u>	Department#	<u>7020</u>
Manager	<u>Laura Glass</u>	Phone #	<u>360-496-3591</u>
General Description of Item	Instrument washing needs replacing due to age		

Suggested Vendor	<u>Steris</u>	PREFERRED MODEL #	<u>AMSCO 7052HP</u>
Name/Contact Of Vendor	<u>Steris</u>		
Estimated Price \$	<u>\$113,559.59</u>		
Source Of Estimated Price	<input checked="" type="checkbox"/> Quote (attach) <input type="checkbox"/> Other (Explain)		

I already had Will look at the deminisions and plumbing requirement for the machine. Willl stated there would be no issues.

Assessment Team Members:

Date of Meeting:

PROS	
CONS	
CONSIDERATIONS	
RECOMMENDATIONS	
WARRANTY INFORMATION	
ADDITIONAL ACQUISITION/ PREP COST \$	
ADDITIONAL PREP/ TRAINING HOURS	
COMMENTS	

Base Equipment Price - As Provided	\$ 94,580.70		
Support And Maintenance Costs	\$ -		\$ -
Additional Cost of Installation Support	\$ -	Total Monthly Consumables Cost	
Total Additional Associated Cost	\$ -		
Shipping, Delivery and Installation	\$ 10,762.22		
Sales Tax	\$ 8,216.67		
TOTAL NON- RECURRING EXPENSE	\$ 113,559.59		
TOTAL RECURRING EXPENSE			\$ -

*** FOR FINANCE DEPARTMENT USE ONLY ***	
HOW ARE WE PAYING FOR THIS? _____	
IS THIS BUDGETED	<input type="checkbox"/> Yes <input type="checkbox"/> No
BUDGETED PURCHASE DATE	_____
TYPE OF EQUIPMENT	
<input type="checkbox"/> Building Improvement <input type="checkbox"/> Fixed Equipment <input type="checkbox"/> Building <input type="checkbox"/> Capital Lease <input type="checkbox"/> Major Moveable Equipment <input type="checkbox"/> Other - Explain _____	

*** APPROVALS ***	
Chief Financial Officer	_____ Date
Chief Executive Officer	_____ Date
Board Chair if > than \$30,000	_____ Date

Quote No: EZADNIK1830586

ARBOR HEALTH

Account: 45394 GLN: 1100005907362

521 ADAMS ST
MORTON, WA 98356, US
ATTN: Kelly Hauser , Surgical Services Manager (Phone: 360-496-3594)



STERIS Corporation
5960 Heisley Road
Mentor, OH 44060-1834 • USA
440-354-2600
GLN: 0724995000004

Revision No: 2
Date: 30 October 2024
Submitted By:
Eileen Zadnik, Senior Sales Development Specialist
Nate Forde, Capital Account Manager

Please submit your quote and purchase order directly to your Account Manager or to RegionalSalesSupport@steris.com

STERIS is pleased to make the following proposal for your consideration:

Quoted for work performed during normal working hours, Monday – Friday 8 am -5 pm

Quote is for Budgeting Purposes Only

Voltage, utilities and configurations must be confirmed prior to order placement.

CUSTOMER RESPONSIBLE FOR ENSURING UTILITIES AND INFRASTRUCTURE MEETS EQUIPMENT REQUIREMENTS PER THE EQUIPMENT DRAWING.

Accessories for Washer(s) will need to be confirmed to make certain all Customer needs are met.

STERIS Account Manager will confirm the delivery date with Customer roughly 60 days prior to scheduled shipment. At that point, the manufacturing process cannot be altered. In the event the Customer extends the agreed upon delivery date, title to equipment will transfer from STERIS to the Customer post-shipment, and applicable storage and handling fees may be applied.


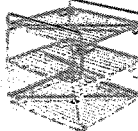
NOTICE: The sale of Products or Services covered by this Quotation is subject to STERIS Corporation's Terms and Conditions of Sale which can be found at <https://www.steris.com/terms/STERIS-US-HC-TCs-Rev-3-24>. Warranty terms for Certified Pre-Owned Equipment can be found at https://www.steris.com/about/terms_sale/certified-pre-owned-equipment-warranty. Any additional or different terms or conditions proposed by Customer are rejected and will not be binding upon STERIS unless specifically agreed in writing by an authorized representative of STERIS.

Quote No: EZADNIK1830586



ARBOR HEALTH

Account: 45394 GLN: 1100005907362

Item	Equipment #	Description	Quantity	Extended Discount Price
1.0000 	FH18043 GTIN: 00724995176594	AMSCO 7052HP, 460-480V, 3 Ph, 60 Hz, Electric heated AMSCO 7052HP Washer/Disinfector, 460-480V, 3 Ph, 60 Hz, Electric heated The AMSCO 7052HP Washer/Disinfector is the most productive in its class when used with Prolystica Ultra Concentrate HP chemistries. 110 DIN/6 US tray capacity 1 Cycle time as low as 16 minutes 1 ISO/ AAMI 15883 compliant • Contract: GR VIZIENT CE7599 TIER 4 CLEANING & DECONTAMINATION	1	72,150.34
1.0100	FD037	Installation Kit, Flexible hoses for utilities (for Electric unit) Five flexible hoses (or 3 for electric unit) are provided to simplify the connections between the washer steam and water port and the building supply lines. Includes manual shut off valves and manometer for pressure reading on all water inlet lines. A manual shut off valve is also provided for both steam and condensate return line. • Contract: GR VIZIENT CE7599 TIER 4 CLEANING & DECONTAMINATION	1	1,133.70
1.0200	FD352	Offset Installation Air Management Kit • Contract: GR VIZIENT CE7599 TIER 4 CLEANING & DECONTAMINATION	1	243.67
1.0300	FD354	Seismic Tie-Down Kit	1	378.01
1.0400 	FD74900 GTIN: 00724995151157	3 Level Manifold Rack 3 level manifold rack, for 3 Multi-Function Racks for Small Items • Contract: GR VIZIENT CE7599 TIER 4 CLEANING & DECONTAMINATION	1	2,585.01
1.0500	FD209	Auto Docking Transfer Cart Adapter for 7052/7053 Washers • Contract: GR VIZIENT CE7599 TIER 4 CLEANING & DECONTAMINATION	2	1,847.56
1.0600	FD199	TRANSFER CART,SHORT,AUTO LOCK Auto Docking Transfer Cart for Standard Chamber Washer. Adapter for Washer or SCS required (FD209) • Contract: GR VIZIENT CE7599 TIER 4 CLEANING & DECONTAMINATION	1	2,688.90
2.0000	SE101682	Install AMSCO 7052HP	1	5,743.52
2.0100	SE0000082	Seismic Anchoring (Excludes x-raying the floor, through bolting, & associated hardware) STERIS provides a representative to anchor the equipment to ensure the seismic installation meets local building codes. (Excludes x-raying the floor, through bolting, & associated hardware)	1	2,643.62

Quote No: EZADNIK1830586



ARBOR HEALTH

Account: 45394 GLN: 1100005907362

Item	Equipment #	Description	Quantity	Extended Discount Price
2.0200	SE1015121	Deinstall Vision SC, AMSCO 7053L, AMSCO 3052, 5052 STERIS will make all necessary utility disconnections (not applicable for Canada), remove and transport equipment to a predetermined location within same customer facility for pickup or disposal. Customer is responsible for decontamination and release of the equipment as non-hazardous. Equipment disposition from the staging point will be dependent upon Customer selection of disposal option. If removed equipment is to become STERIS property, it will be held on-site at the designated location for pickup by STERIS representative within a reasonable time, not to exceed five (5) working days.	1	1,324.92
2.0300	SE6025100071	Disposal of Washer STERIS personnel will determine the most efficient method of disposal including but not inclusive of pick up by STERIS carrier or removal by local scrapping entity. If deinstallation is not performed by STERIS personnel, Customer will decontaminate and move equipment to loading dock for pick up. Please note, disposal of Customer equipment implies Customer relinquishes ownership rights of disposed equipment.	1	511.50
2.0400	SE104052	Assembly Cost for Transfer Cart	1	391.60
3.0000	SE1016810045	1st Year Preventive Care Connect AMSCO 7052HP The STERIS 1st Year Preventive Care is a preventative maintenance inspection program that is designed to keep new STERIS equipment operating according to manufacturers requirements throughout the warranty period. Includes ConnectCare Service Portal access and remote monitoring connectivity eligible. The Inspection is conducted using the appropriate STERIS Engineering Service Preventive Maintenance Checklist and include any PM parts, lubricants, testing and adjustments necessary. Expendable and consumable parts are not covered in this program. Please note that this service is complementary to but independent of the STERIS warranty program.	1	2,938.35
4.0000	SHIPPING & HANDLING	CHARGES STERIS's designated carriers are extensively trained to best handle our complex equipment needs and ensure safe and timely delivery of all products. Our carrier representatives work to ensure accurate deliveries specific to your timeline as well as problem resolution should there be any delays, damages or redelivery required.	1	10,762.22

Currency: USD

Quote Total Excluding Taxes

105,342.92

Quote No: EZADNIK1830586



ARBOR HEALTH

Account: 45394 GLN: 1100005907362

NOTE: ALL TAXES ARE EXCLUDED UNLESS OTHERWISE STATED. IF EXEMPT, PROOF OF TAX EXEMPTION MUST ACCOMPANY ALL PURCHASE ORDERS.

NOTE: Under present circumstances, this quotation may be considered firm for thirty (30) days from this date. Acceptance later is subject to confirmation. Our quotation is extended on the basis of shipment being made within twelve (12) months after receipt of purchase order or contract. For extended shipments, add ½% per month for any subsequent period beyond (12) months.

Term of Payment: NET 30

Terms of Shipping: PPA (Prepay & Add)

FOB: Destination

Quote No: EZADNIK1830586

ARBOR HEALTH

Account: 45394 GLN: 1100005907362



DELIVERY INSTRUCTIONS

Customer Purchase Order: _____

STERIS Sales Order Number: _____

Delivery Address: _____

Dock Days: **M-F**

Dock Hours: **6AM- 4:30PM**

Precall Required Yes No

Note: Carrier will call 24 hours in advance of shipment to notify of delivery the following day.

Appointment Required Yes No

Note: If appointment required, carrier will hold shipment till contact below is reached to set a delivery appointment.

Receiving Contact for Required Precall _____

Receiving Contact Phone _____

Receiving Contact Email _____

Dock with Leveler No

Standard Size Dock (48-52" High) No

Accommodate 75ft x 13.5ft H Tractor Trailer (Trailer plus sleeper unit) Yes

If no, please specify max length/height of truck that can deliver _____

Proper equipment available at Customer site to unload the equipment Yes No

Note: <1,000lbs: a pallet jack probably would suffice; >1,000lbs a fork lift would probably be the preferred method

Liftgate Required* Yes No

Inside Delivery Beyond the Dock* Yes No

If yes, provide final delivery location (e.g. Room 204, Floor 4) _____

Equipment to be delivered to a construction site Yes No

If yes, PPE may be required by carrier. Please specify what PP will be required for delivery. _____

Union Drivers Required on Site Yes No

Updated on: 7/26/2023

* = Additional Charges Apply

Quote No: EZADNIK1830586



ARBOR HEALTH
Account: 45394 GLN: 1100005907362

Date: 30 October 2024
Submitted By: Eileen Zadnik
Senior Sales Development Specialist

Nate Forde
Capital Account Manager

Accepted For:
ARBOR HEALTH
Account: 45394 GLN: 1100005907362

STERIS Corporation
5960 Heisley Road
Mentor, OH 44060
Tel: 440-354-2600

Signature: _____

Title: _____

Date: _____

E-mail: _____

Purchase Order: _____

Want Date: _____

Ship To Address: _____

Bill To Address: _____

View order history and place orders for accessories, consumables and parts on-line.
Visit us at <https://shop.steris.com>

Board of Directors Board Evaluation

Rankings go from 1=Low/Disagree up to 5=High/Agree

	<u>Board Activity</u>	1	2	3	4	5
1	The Board operates under a set of policies, procedures, and guidelines with which all members are familiar.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	The Board Subcommittee(s) report to the Board on all actions taken.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	There are standing committees of the Board that meet regularly and report to the Board.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Board meetings are well attended, with near full turnout at each meeting.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Each board member has at least one committee assignment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Nomination and appointment of board members follow clearly established procedures using known criteria.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Newly elected board members receive adequate orientation to their role and what is expected of them.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Each board meeting includes an opportunity for learning about the District's activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	The Board fully understands and is supportive of the strategic planning process.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Board members receive meeting agendas and supporting materials in time for adequate advance review.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	The Board adequately oversees the financial performance and fiduciary accountability of the organization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	The Board receives regular financial updates and takes necessary steps to ensure the operations of the District are sound.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	The Board regularly reviews and evaluates the performance of the Superintendent/CEO.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	The Board actively engages in discussion around significant issues.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	The Board Chair effectively and appropriately leads and facilitates the Board Meetings and the policy and governance work of the Board.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	<u>Mission and Purpose</u>	1	2	3	4	5
1	Statements of the District's mission are well understood and supported by the Board.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Board meeting presentations and discussions consistently references the District's mission statement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	The Board reviews the District's performance in carrying out the stated mission on a regular basis.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	<u>Governance/Partnership Alignment</u>	1	2	3	4	5
1	The Board exercises its governance role ensuring that the District supports and upholds the mission statement, core values, and vision statement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	The Board periodically reviews, and is familiar with, the District's partnership; AWPFD, WSHA, TRC, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	The Board reviews its own performance and measures its own effectiveness in governance work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	The Board is actively engaged in the board development processes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	<u>Board Organization</u>	1	2	3	4	5
1	Information provided by staff is adequate to ensure effective board governance and decision making.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	The Committee structure logically addresses the District's areas of operation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	All committees have adequate agendas and minutes for each meeting.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	All committees address issues of substance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<p>Please make any other comments about the work and effectiveness of the Board:</p> <p>Click or tap here to enter text.</p>
--

Last Wednesday of the Month in 2025.

Lewis County Hospital District No. 1 dba Arbor Health Regular Board Meeting Schedule Time: 3:30 p.m. Location: 521 Adams Avenue Morton, WA 98356 Conference Room 1 & 2
January 29, 2025
February 26, 2025
March 26, 2025
April 30, 2025
May 28, 2025
June 25, 2025
July 30, 2025
August 27, 2025
September 24, 2025
October 29, 2025
November 26, 2025
December 31, 2025

Proposed 2025 Regular Board Meeting

Lewis County Hospital District No. 1 dba Arbor Health Regular Board Meeting Schedule Time: 3:30 p.m. Location: 521 Adams Avenue Morton, WA 98356 Conference Room 1 & 2
January 29, 2025
February 26, 2025
March 26, 2025
April 30, 2025
May 28, 2025
Cancelled-AWPHD/WSHA Board of Commissioners Conference
July 30, 2025
August 27, 2025
September 24, 2025
October 29, 2025
November 19, 2025
December 17, 2025

SUPERINTENDENT REPORT

To: Board of Commissioner

From: Superintendent Mach

Date: 11.27.24

Re: November Superintendent Report

- Patient Feedback: *Dr. Ball was absolutely fantastic! He was energetic, upbeat, professional, informative, caring, and a little silly to help ease the nervousness away from my son and his sister! He gave thoughtful instructions to the assisting nurse and popsicles to the kids. He made us all feel like he was glad to provide care for our family.*
- Very good financial month of October.
- Hosted the Lewis County Chamber of commerce on 11/6.
- CEO attended Rural health collaborative annual meeting on 11/8.
- CEO attended Rural Hospital Leadership Conference Member Advisory Group on 11/12.
- CEO attended Washington Hospital Services Board of Directors meeting on 11/22.
- 95% of employees completed the compliance survey during Compliance week.
- Have held 5 Medicare enrollment educational sessions this year with Cornerstone Insurance.
- First x-ray student starts in January.
- Working online item price increases.
- Open enrollment ongoing, big change is no out of pocket costs now for lab and Xray performed at Arbor Health.
- Rehab volumes continue to outpace our ability to see patients, adding more staff and space.
- Hired a new Lab manager, coming from a large hospital in Seattle and has a home in Mossyrock.
- We are redesigning our website.
- We have hired our own sleep lab supervisor and can get out of our high-cost staffing contract.

Arbor Health Foundation 2024 contributions to hospital this year

Scholarships:

Gloria Pelletier -MA \$3750

Debra Cole-Manual Therapy course \$1493

Cindy Potts- Foot wound care class \$165

Corinne Smith- accommodations for NARHC conference \$375

Tonia Roe- MA \$4850

Shannon Mullin- NAC \$3000

Alison Allyn-NAC \$3000

Victoria Lumbert- Medical Coding course \$2340

Joshua Munter-COMT cert. \$2191.71

Colleen Littlejohn- \$3262.00

Total: \$24,426.71

Equipment:

Ultrasound \$35,000

Blood pressure cuffs- \$1000

Sports physicals/Comfort furniture -\$21,304.12

Employee Appreciation cards: \$5000 budgeted for this holiday season

Cert Backpacks for White pass school (from the Youth Health education fund) \$1215.87

EMS Support: (average \$85 a month)

Community Sponsorships

- Economic Alliance Bowling Tournament (Attended)
- Morton-White Pass Fastpitch team
- Morton-Whit Pass Baseball team
- Packwood Mountain Festival 5K
- Mossyrock Independence Day 5K-8K Run (Attended)
- Mineral Parade
- Onalaska Harvest Festival 5K (Attended)
- Morton Senior BINGO
- Morton-White Pass Soccer (two teams)
- Mossyrock Soccer team
- Mossyrock Junior High Football (multi-year)
- Lewis County Breast Cancer Walk
- Local Bowling League
- Onalaska Youth Wrestling

CEO Attended activities

- Economic Alliance Bowling Tournament
- Mossyrock Independence Day 5K-8K Run
- Onalaska Harvest Festival 5K
- Mossyrock Blueberry festival
- Logger jubilee
- Packwood Flea market
- Morton Fire department meeting
- Roxy Theater ribbon cutting ceremony

Achievements over the last 18 months

June 2023 - November 2024

Finalized ERC paperwork which should result in over a \$1 million payment.
Implemented Position control and move committee.
Hired new CNO.
Hired 6 new physicians and 2 new PA, 1 FNP.
Completed Oxygen tank project.
Turned around 340B program to profitable.
Switched Benefit Broker increasing employee satisfaction and saving thousands.
Signed clinical site affiliation agreements with Centralia college and Tacoma community college.
Appointed to WSH board.
Contracted to lease space to 2 mental health providers.
Opened new Rapid care space.
Completed contract addendums for all clinic physicians and mid-level providers.
Purchased several new pieces of equipment to increase revenue.
Chaired Rural health collaborative contract review committee.
Implemented "Just Culture" culture training for all staff.
Presenting master facility plans to Board.
Legislative advocacy, met with Orcutt, Braun, Abbrano and Perez
Developed better relationships with Providence Health and Multicare
Implemented position control committee
Applied for and received \$480,000 grant from state.
Added secondary GPO (HRS) to compare GPO prices and realize additional savings (17% on food costs).
Expanded Ultrasound services
Installed new CT scanner
Finalized revenue cycle audit and made beneficial changes
Signed cardiology contract
Worked on increasing Medicaid reimbursement
Completed union negotiations with 1762
Hired new ED Director, Dr. Ball
Implemented new staffing plan rules and regulations
Successful DNV survey and certification
ISO 9001 certification
Started in-person new employee orientation monthly
Started Quarterly Service award celebrations



Mossyrock Clinic
745 WILLIAMS STREET
360-983-8990

Randle Clinic
108 KINDLE ROAD
360-497-3333

Packwood Clinic
13051 US HWY 12
360-496-3777

Morton Hospital
521 ADAMS AVENUE
360-496-5112

Morton Clinic
531 ADAMS AVENUE
360-496-5145

Achieved RHC status for Packwood
Recorded several new radio adds
Implemented Family Centered care model
Held 6 Medicare enrollment education sessions



Creative

OOH Best Creative Last Week Today

By OOH TODAY Believe... Last updated Nov 12, 2024



301 0

OOH Best Creative Last Week Today

The top 10 OOH creative executions that came to our attention last week. Have you seen stellar work out there? Tag us on [LinkedIn](#) or [shoot us an email](#).

1. Puns are toe-tally worth it. | Meadow Outdoor Advertising



OOH Today placed our latest Foot & Ankle Medicine billboard in 1st place for creativity in the nationwide top 10 list last week. (This billboard is currently displayed on Highway 7, outside of Morton.)

OOH (stands for "Out of home") is a nationwide marketing organization.

2024 Goals		July	August	September	October
Positive actual results compared to Budget (annual) (Compiled by finance)		7.90%	8.90%	8.8%	8.9%
Voluntary Resignations under National Average (20.7%) (Compiled by HR)		13.20%	15.70%	14.62%	
Patient satisfaction ranking "Global rating overall" (Hospital/ED/Clinics) \geq 60% (Compiled by Quality)		69.40%	Data only available QTRLY	82.6%	Data only available QTRLY
Sponsor at least 1 community events and the CEO attends at least 4 community events (Compiled by Marketing)		1	1	2	1

Creative

OOH Best Creative Last Week Today



By OOH TODAY Believe... — Last updated Nov 12, 2024

Share



301

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OOH Best Creative Last Week Today

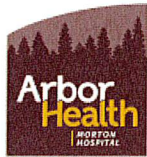
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SUPERINTENDENT'S REPORT

Mission: To foster trust and nurture a healthy community

Vission: To provide every patient the best care and every employee the best place to work







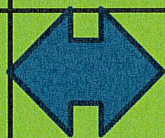


Workforce stabilization	Progress	Status	Estimated Completion
Reduce traveler/contracted staff usage by 50%	Working on recruiting new permanent positions, working on increasing visability on social media platforms. Hired X-ray and lab tech positions in December		
Become Employer of Choice in East Lewis County	Working on rolling out employalty book and ideas. Working on an onsite program for leadership training and culture. Just Culture training in 2024 for staff		
Partner with local high schools to promote healthcare careers	Participated in career days. Working on developing scholarship program		Plan in place to address NAC program
Partner with colleges to provide alternative education paths for	Met with centralia college on Arbor health needs. Will have nursing students from centralia college and Xray students from tacoma.		Completed
Establish discount programs for employees	Solv has discount program as part of new offering		Completed
Establish an employee recruitment and retention	Shannon working on this		
Develop a wage and benefit structure that is competitive with the local	Developing pay comensation policy		Hired consultant in May/ 15 week timeline



SUPERINTENDENT'S REPORT

Mission: To foster trust and nurture a healthy community

Vision: To provide every patient the best care and every employee the best place to work






Service and Quality	Progress	Status	Estimated Completion
Recruit psychiatrist	No progress		Position posted for LCSW
Expand LICSW/Therapy services	moving PT LICWS to full time		Position posted for LCSW
Develop regional partnerships with behavioral care facilities	Contracts signed with CHIS and Cascade		Completed
Implement streamlined check-in/registration system for all patient encounters (Phreesia)	August - IT working with Phreesia to implement streamline check-in/registration		Phreesia go-live this summer
Implement Medicare Coordination program	Staff hired and working on Care coordination		Completed
Employ 2 measures for improved clinic access	Hired Dr. Ho, Dr. Hines signed offer letter		Completed
Develop and implement 4 improvement strategies from patient experience surveys	Focus on allowing patient family members to be with the patient in ED, Improve pharmacy discharge pt medication education		Vast improvement in patient satisfaction scores
Achieve successful NIAHO reaccreditation and maintain acute stroke ready certification annually	Work on improving door to CT/Lab metrics		
Partner or develop a regional OP	Regional meeting held to discuss transportation issues in east		Pilot program in



SUPERINTENDENT'S REPORT

Mission: *To foster trust and nurture a healthy community*

Vision: *To provide every patient the best care and every employee the best place to work*

Regional transportation service	Regional meeting held to discuss transportation issues in east lewis county		Hot program in September
Initiate and complete management review for initial ISO project	Medical Staff and Hospital Committee structures refined so that PI and projects now flow to Senior Leadership, QIO, and Medical Staff Leadership consistently.		
Complete 2 internal audits	Code red process, Access to new software, Lab resulting		
Receive ISO 9001 stage 2 certification			
Implement 2 new service lines for the community	MRI, Chronic care management		



SUPERINTENDENT'S REPORT

Mission: To foster trust and nurture a healthy community

Vision: To provide every patient the best care and every employee the best place to work





Community relationships and partnerships	Progress	Status	Estimated Completion
Identify and partner with external groups to support youth based	Contract signed with CIHS	↑	Completed
Implement school based school physicals	Completed	↑	Completed
Develop annual youth safety events for schools	Working on BLS for local schools	↑	
Partner with Lewis county early childhood education and other	No Progress	↓	
Identify and align with external groups to support wellness focused	Sep - meeting with veterans group to promote hospital and clinic and how we can work together to provide care. Contracted with 2 other organizations to provide space for behavioral health.	↑	Completed
Organize community education opportunities to	Mossy Rock run, wellness week events	↑	Completed
Continue senior fitness program	Started in August	↑	Completed
Sponsor Packwood 5K, Mossyrock 5k, 5k color run, wellness week	Completed	↑	Completed
Include health literacy focus at community resource fairs	TED talks at wellness week	↑	Completed
Develop educational programs and partner with Molina	Working thru RHC with Molina on MCO	↑	Completed
Participate in annual Latino	Diane markham working on plan	↑	Cancelled this year



SUPERINTENDENT'S REPORT

Mission: *To foster trust and nurture a healthy community*

Vission: *To provide every patient the best care and every employee the best place to work*

community event in Mossyrock	Diene Markham working on plan		Cancelled this year
Implement a diabetes education and outreach program	RN Hired in clinics		Completed
Partner with area organizations to address district food insecurity and	Working with Blue Zone organization		
Implement a community cardiac and/or pulmonary disease program	Cardiology to start in January		

Dr. Oz on Medicare Advantage: 5 things to know

Prospective CMS Administrator Mehmet Oz, MD, has been a major proponent of Medicare Advantage, and has pitched [expanding](#) the program to extend coverage to all Americans.

President-elect Donald Trump [nominated](#) Dr. Oz, a television personality and professor emeritus of cardiothoracic surgery at Columbia University, to lead CMS on Nov. 19.

After hosting the daytime talk series "The Dr. Oz Show" from 2009 to 2022, Dr. Oz earned the nomination for the Pennsylvania Republican party for the U.S. Senate. He was defeated by Democrat John Fetterman.

Dr. Oz has previously backed "Medicare Advantage for All," a proposal to expand the Medicare Advantage program beyond older adults to everyone.

Here are five things to know about Dr. Oz's record on Medicare Advantage:

1. In an op-ed published in [Forbes](#) in July 2020, Dr. Oz and former Kaiser Permanente CEO George Halvorson proposed expanding Medicare Advantage plans to everyone not already enrolled in Medicaid. They proposed rebranding the program as "Medical Advantage," and funding coverage for all citizens through a 20% payroll tax.

In the article, Dr. Oz and Mr. Halvorson argued universal Medicare Advantage could eliminate Medicare fraud as a government expense and reduce administrative costs.

"The complex array of payers in our hodgepodge payment nonsystem that has created a massive administrative burden would shrink significantly — and once instituted, the universal Medicare Advantage plans should be obligated to reduce excess administrative costs by a third," Dr. Oz and Mr. Halvorson wrote in 2020.

2. During his bid for the Senate, Dr. Oz proposed expanding Medicare Advantage plans to "all Americans who want them," [CNN](#) reported in 2022. A spokesperson for Dr. Oz's campaign told the outlet the plan was called "Medicare Advantage plus."

"These plans are high-quality, low-cost, are beloved by seniors, and should be available to everyone who wants them," the spokesperson said.

3. Dr. Oz and his wife owned up to \$550,000 in shares in UnitedHealth Group, the largest Medicare Advantage insurer, and up to \$50,000 in shares in CVS Health, campaign [disclosures](#) from 2022 show.
4. Mary Beth Donahue, CEO of the Better Medicare Alliance, a pro-MA advocacy group backed by insurers, [said](#) the group "looks forward to working with Dr. Oz" to strengthen the program.

"Dr. Oz recognizes the value of Medicare Advantage and the high-quality, affordable, and comprehensive health care it provides to more than 34 million seniors and individuals with disabilities," Ms. Donahue said in a Nov. 19 statement.

5. Robert F. Kennedy, Jr., Mr. Trump's pick for HHS secretary, does not have clear public views on Medicare and Medicaid, [Politico](#) reported. This could give Dr. Oz significant power to chart CMS' course, according to the outlet.

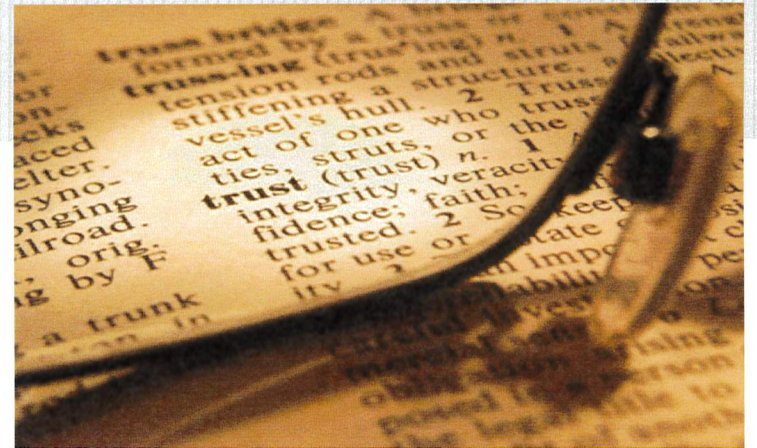
In a Nov. 19 statement on [Truth Social](#), [Truth Social](#), Mr. Trump said Dr. Oz will work closely with Dr. Kennedy to "take on the illness industrial complex, and all the horrible chronic diseases left in its wake."

Fiduciary Duties



Fiduciary Duties

Trustee = Fiduciary



- “Trustee”
 - Holds or cares for property for benefit of others.
 - One in whom trust is placed.
- “Fiduciary”
 - Holds or cares for property of another.
 - Faithful, loyal, true, e.g., fidelity.

Fiduciary Duties

- Found in statutes
 - Corporate code
 - Internal Revenue Service code
 - Public hospital acts
 - Ethics in government acts
- Found in common law
 - Duty of care
 - Duty of loyalty
 - Duty of obedience
 - Duty of confidentiality

Duty of Care

- Board members must act –
 - In good faith
 - With the care that a person in a like position would reasonably believe appropriate under similar circumstances.
 - Take reasonable steps to become informed
 - Make reasonable inquiry where appropriate
 - May rely on officers, committees, or outside professionals if reliance is reasonable.



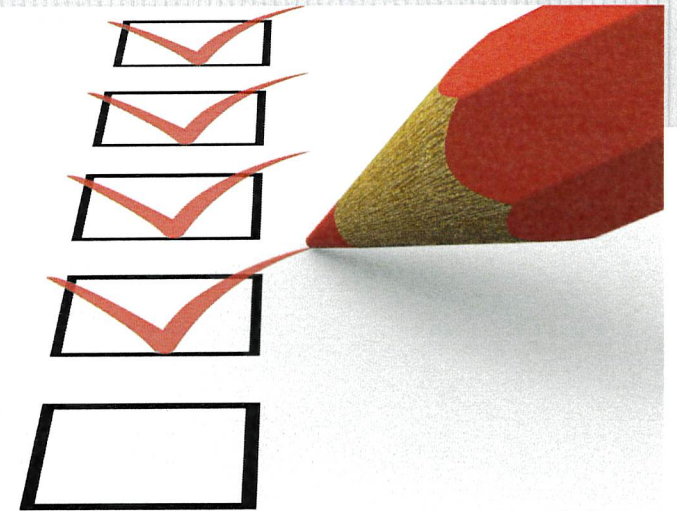
Duty of Care

- Do not do this...



Duty of Care

- Do not abdicate responsibilities.
- Prepare for meetings.
- Attend and participate in meetings.
- Review relevant info before making decision.
- Ask questions.
- Seek advice from experts, consultants or advisors.
- Document efforts and information in board minutes.
- Exercise independent judgment; do not “rubber stamp” decisions.
- Vote no when necessary.
- Do not act in haste.
- Establish process for requiring and then review periodic reports.
- Establish appropriate committees to address key areas.



Duty of Loyalty

- Board member must act in a manner the member reasonably believes to be in the best interests of the hospital.
 - Do not use position to gain secret profit or compete with hospital.
 - Do not usurp hospital opportunity.
 - Beware conflict of interest...



Conflict of Interest

- Conflict of Interest = board member (or related person) has a financial interest in matter such that it would reasonably be expected to exert an influence on the member's judgment.
- Board members must—
 - Avoid conflicts of interest.
 - Disclose conflict of interest to the Board.
 - Abstain from participating in any discussion or voting regarding any matter in which member (or related party) has a conflict of interest.
- *Check statutes and policies.*

Conflict of Interest

- Examples: Board is considering—
 - Contract with entity owned by member, member's family, or other related person.
 - New service that may affect member or related person for good or bad.
 - Credentialing or corrective action against physician who is a partner or competitor.
 - Rules or policies that may result in material financial impact on member or related person.
- *Test: Is interest such that it would reasonably influence member's judgment?*



Duty of Obedience

- Board members must act consistent with goals and mission of hospital and in compliance with:
 - Applicable laws.
 - Bylaws.
 - Delegation by board.
- Board members may be liable for *ultra vires* acts, i.e., “beyond powers” or outside scope of authority.
 - Breach of fiduciary duty.
 - Loss of statutory immunity.

– Loss of directors and officers insurance

Duty of Obedience

- Health Insurance Portability and Accountability Act (HIPAA): board members who knowingly engage in improper practices or who deliberately ignore or recklessly disregard their legal obligations may be subject to penalties.
 - False claims laws
 - Anti-kickback statute
 - Stark law

See AHLA/OIG Guidance

Duty of Obedience

- **Become generally familiar with governing rules.**
 - Bylaws.
 - Statutes relevant to board operations.
 - Basic statutes relevant to hospital operations, especially fraud and abuse laws.
- **Stay within scope of authority.**
 - When in doubt, seek expert guidance.
- **Document “no” votes when appropriate.**
- **Ensure hospital has effective compliance plan.**

Duty of Confidentiality

- Do not use or disclose confidential, non-public info obtained in capacity as board member without authorization.
- Peer review privilege applies to many board functions, e.g.,
 - Credentialing and peer review
 - Quality improvementMay waive privilege if make improper disclosures.
- May be liable for improper disclosures, e.g., HIPAA penalties, peer review statute, breach of fiduciary duties.
- Public entities: just because you can say it doesn't necessarily mean you should...





Business Judgment Rule

- Board members are generally not liable for mistakes in judgment if they act—
 - in good faith;
 - with the care that an ordinarily prudent person in a like position would exercise under similar circumstances; and
 - in a manner the directors reasonably believe to be in the best interests of the corporation.

Business Judgment Rule

- *Stern v. Sibley Memorial Hospital*
 - Trustees deposited hospital assets at local banks at low or no interest; no reasonable investments.
 - Board members had ties to the bank.
 - Finance committee never met in 10 years.

✓ **Breach of fiduciary duty**

- *In re Caremark*
 - Caremark had to pay millions in fines due to violations of fraud and abuse laws.
 - Board members sought legal advice from lawyers.
 - Lawyers were wrong...

✓ **No breach of fiduciary duty**

EXECUTIVE SESSION