



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

September 27, 2023, at 3:30 p.m.

Conference Room 1 & 2 and via ZOOM

<https://myarborhealth.zoom.us/j/82982420387>

Meeting ID: 829 8242 0387

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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	Board Chair Herrin called the meeting to order at 3:30 p.m. Commissioners present: <input checked="" type="checkbox"/> Tom Herrin, Board Chair <input checked="" type="checkbox"/> Kim Olive, Secretary <input checked="" type="checkbox"/> Wes McMahan <input checked="" type="checkbox"/> Craig Coppock <input checked="" type="checkbox"/> Trish Frady Others present: <input checked="" type="checkbox"/> Robert Mach, Superintendent <input checked="" type="checkbox"/> Shana Garcia, Executive Assistant <input checked="" type="checkbox"/> Sara Williamson, CNO/CQO <input checked="" type="checkbox"/> Cheryl Cornwell, CFO <input checked="" type="checkbox"/> Shannon Kelly, CHRO <input checked="" type="checkbox"/> Julie Taylor, Ancillary Services Director <input checked="" type="checkbox"/> Dr. Kevin McCurry, CMO <input type="checkbox"/> Matthew Lindstrom, CFMO <input checked="" type="checkbox"/> Spencer Hargett, Compliance Officer <input checked="" type="checkbox"/> Janice Cramer, Patient Access Manager			

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	<input checked="" type="checkbox"/> Barb Goble, Medical Staff Coordinator <input checked="" type="checkbox"/> Dr. Travis Podbilski, Chief of Staff <input checked="" type="checkbox"/> Buddy Rose, Reporter <input checked="" type="checkbox"/> Clint Scogin, Controller <input checked="" type="checkbox"/> Julie Johnson, Quality Manager <input checked="" type="checkbox"/> Jessica Scogin, Foundation Manager <input checked="" type="checkbox"/> Marc Fisher, Community Member <input checked="" type="checkbox"/> Jim Frey, IT Director <input checked="" type="checkbox"/> Robert Houser, Imaging Manager <input checked="" type="checkbox"/> Van Anderson, Community Member <input checked="" type="checkbox"/> Nicholas Tyler, Pharmacist Board Chair Herrin noted the chat function has been disabled and the meeting will not be recorded.			
Approval or Amendment of Agenda		Commissioner Coppock 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 Coppock commended Arbor Health's journey on wellness, promoting preventative care and nurturing a healthy community. Also, Commissioner Coppock reiterated the importance of being diligent during the cold/flu/covid season and remaining proactive for keeping our medical staff, employees, and community well. Commissioner McMahan reiterated the importance of annual checkup reminders for patients. He echoed covid hospitalizations are increasing and Ancillary Services Director Taylor was very helpful			

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	<p>with information related to Lewis County. Board Chair Herrin extended a thank you to CNO/CQO Sara Williamson for her years of service, especially during covid. The Board will miss you. CNO/CQO Williamson reiterated this is a great team, an even better hospital to work and wished the Board success moving forward.</p> <p>Audience: Van Anderson expressed concern related to covid vaccine availability at the clinics. Also, Van shared the Order of Business for Special Board Meetings was incorrectly done at the April 18, 2023, Special Board Meeting regarding Public Comment.</p> <p>CNO/CQO Williamson shared vaccine requests are being made and triaged like before. The big pharmacies will likely be prioritized first, so the recommendation to patients at this time is to go to Walgreens, Walmart, etc.</p> <p>Executive Assistant Garcia noted the bylaws are in the packet for review, so thank you for bringing to the Board's attention. Public Comment is optional and at the discretion of the Board Chair.</p>			
Executive Session- RCW 70.41.200, RCW 70.41.205 & RCW 42.30.110 (1)(i)	<p>Board Chair Herrin announced going into executive session at 3:45 p.m. for twenty minutes to discuss RCW 70.41.200-Medical Privileging, RCW 70.41.205-Quality Improvement Oversight Report and RCW 42.30.100 (1)(i) To discuss with legal counsel about current or potential litigation with Brad Berg, Foster Garvey PC. The Board returned to open session at 4:05 p.m. Board Chair Herrin noted no decisions were made in Executive Session.</p> <p>Initial Appointments-</p>	Commissioner Coppock made a		

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	<p>Arbor Health</p> <ol style="list-style-type: none"> 1. Quoc Ho, MD (Internal Medicine Privileges) <p>Radia Inc.</p> <ol style="list-style-type: none"> 1. Thomas Markel, MD (Consulting Radiology Privileges) 2. Edmund Pillsbury III, MD (Consulting Radiology Privileges) 3. Carter Yeatman II, MD (Consulting Radiology Privileges) 	<p>motion to approve the Medical Privileging as presented, Secretary Olive seconded. The motion passed unanimously.</p>		
<p>Department Spotlight</p> <ul style="list-style-type: none"> • Deferred 	<p>Board Chair Herrin noted scheduling conflict and rescheduling.</p>			
<p>Board Committee Reports</p> <ul style="list-style-type: none"> • Hospital Foundation Report 	<p>Foundation Manager Scogin shared the Mammos and Mocktails event was another success with 22 patients. The AH Foundation float place 1st in the Jubilee Parade. There were 37 participates in this years Color Run, lots of scheduling conflicts so collaborating better for next year. The Giftshop Yard Sale was successful. The AH Auction Dinner is October 7th. The Hospital Support Agreement was approved. The changes included clarifying the Foundation is only to support Arbor Health Hospital and added a compliance layer of support that hospital resources can be used on the Foundation.</p>			
<ul style="list-style-type: none"> • Finance Committee Report 	<p>Commissioner Coppock's finance update included summer fluctuations on the August financials with a more promising September. The 2024 budget process has been initiated with managers and being reviewed by leadership. Volume assumptions were presented and not expecting to change dramatically.</p>			

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Consent Agenda	<p>Board Chair Herrin announced the consent agenda items for consideration of approval:</p> <ol style="list-style-type: none"> 1. Approval of Minutes <ol style="list-style-type: none"> a. August 30, 2023, Regular Board Meeting b. September 13, 2023, Quality Improvement Oversight Committee Meeting c. September 20, 2023, Finance Committee Meeting 2. Warrants & EFTs in the amount of \$3,672,982.23 dated August 2023 3. Approve Documents Pending Board Ratification 09.27.23 	<p>Commissioner Coppock made a motion to approve the Consent Agenda and Commissioner Frady seconded. The motion passed unanimously.</p> <p>Minutes, Warrants and Resolutions will be sent for electronic signatures.</p>	Executive Assistant Garcia	9.29.23
Old Business	Nothing to report.			
New Business <ul style="list-style-type: none"> • Board Bylaws 	<p>Board Chair Herrin noted per the bylaws it is time to review. The Board recommended reviewing the order of business format.</p> <p>Plan to approve the bylaws at the October Regular Board Meeting.</p>	Review bylaws for edits and adopt via resolution in October.	Board Chair Herrin & Executive Assistant Garcia	10.25.23
<ul style="list-style-type: none"> • Board Policy and Procedure Review 	<p>Board Chair Herrin presented the following policies/procedures for review and/or revision:</p> <ol style="list-style-type: none"> 1. Commissioner Compensation for Meetings and Other Services-Marked a Revised. 2. Distribution of Board and Committee Packets-Marked as Reviewed. 3. Hospital Declaration of Personal Property as Surplus-Marked as Reviewed. 	<p>Revise Commissioner Compensation for Meetings and Other Services by updating number five and removing number six. Add virtual option for webinars will be paid with board chair approval.</p> <p>Commissioner Coppock made a motion to approve the 2nd & 3rd P & P's and Secretary Olive seconded. The motion passed unanimously.</p>	Board Chair Herrin & Executive Assistant Garcia	10.25.23

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		Marked two of the three documents as Reviewed in Lucidoc.	Executive Assistant Garcia	09.29.23
Superintendent Report	<p>Superintendent Mach shared a patient compliment, thank you Dr. Peresko.</p> <p>Superintendent Mach highlighted the memo in the packet and added the following updates:</p> <ol style="list-style-type: none"> 1. Excited to see the progress on 340B program and savings coming our way. 2. Excited to share the Bulk O2 Tank has been installed. 3. Excited to share we bought a home! <p>Commissioner McMahan appreciates Superintendent Mach efforts in such a short time and excited for the future.</p>			
Meeting Summary & Evaluation	<p>Superintendent Mach highlighted the meeting which included decisions made and action items.</p> <p>Secretary Olive appreciated having the respectful discussion on the policy and procedure regarding compensation. Commissioner Frady shared it's easier to participate in person or on Zoom verses being on the phone, but good meeting. Commissioner Coppock noted seeing progress throughout the District. Commissioner McMahan noted feeling heard, good discussion and coming to good decisions. Board Chair Herrin appreciated good questions and diving into where commissioners are coming from. Superintendent Mach appreciates the open forum to learn and understanding what is best for the District. Ultimately, providing great care for our patents.</p>			
Break	Board Chair Herrin called for a 5-minute break at 4:47 p.m. The Board returned to open session at 4:52 p.m.			

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Guest Speaker <ul style="list-style-type: none"> Kurt O'Brien Consulting-Part 4 	The Board revisited the adaptive leadership-core principles and using the form. Plan to postpone training until December which is after elections and the new board will be known for moving forward.			
Adjournment	Commissioner Coppock moved and Commissioner McMahan seconded to adjourn the meeting at 5:38 p.m. The motion passed unanimously.			

Respectfully submitted,

Kim Olive

Kim Olive (Oct 27, 2023 14:14 PDT)

Kim Olive, Secretary

Oct 27, 2023

Date







092723 Regular Board Meeting Minutes

Final Audit Report

2023-10-27

Created:	2023-10-26
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-  Signer commissionerolive@myarborhealth.org entered name at signing as Kim Olive
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