



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

June 29, 2022, at 3:30 p.m.

Conference Room 1 & 2 or via ZOOM

<https://myarborhealth.zoom.us/j/83128978214>

Meeting ID: 831 2897 8214

One tap mobile+12532158782,,83128978214#

Dial:+1 253 215 8782

Mission Statement

To foster trust and nurture a healthy community.

Vision Statement

To provide accessible, quality healthcare.

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
Call to Order Roll Call Reading the Mission & Vision Statements	Board Chair Herrin called the meeting to order via Zoom 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"/> Laura Richardson Others present: <input checked="" type="checkbox"/> Leianne Everett, Superintendent <input checked="" type="checkbox"/> Shana Garcia, Executive Assistant <input checked="" type="checkbox"/> Sara Williamson, CNO/CQO <input checked="" type="checkbox"/> Julie Allen, Quality Manager <input checked="" type="checkbox"/> Richard Boggess, CFO <input checked="" type="checkbox"/> Spencer Hargett, Compliance Officer <input checked="" type="checkbox"/> Janice Cramer, Medical Coordinator <input checked="" type="checkbox"/> Shelly Fritz, Past Board Member <input checked="" type="checkbox"/> Matthew Lindstrom, Facilities Director <input checked="" type="checkbox"/> Kevin Conger, Dietary Manager			

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	<ul style="list-style-type: none"> ☒ Clint Scogin, Controller ☒ Katelin Forrest, HR Generalist ☒ Brandy Childress, Clinic Manager ☒ Mark Hansen, MD, Chief of Staff <p>Board Chair Herrin noted the chat function has been disabled and the meeting will not be recorded.</p>			
Approval or Amendment of Agenda	<p>Superintendent Everett requested a 5-minute break between Old Business and New Business. Also, she requested to add Property and Cyber Insurance Renewal under New Business.</p>	<p>Commissioner Coppock made a motion to approve the amended agenda. Commissioner McMahan seconded and the motion passed unanimously.</p>		
Conflicts of Interest	<p>Board Chair Herrin asked the Board to state any conflicts of interest with today's agenda.</p>	<p>None noted.</p>		
Comments and Remarks	<p>Commissioners: All Commissioners thanked Superintendent Everett and CFO Boggess for their success and appreciate everything they have brought to the hospital. Commissioner McMahan thanked Administration for coming to a tentative agreement with the WSNA union. Board Chair Herrin is fortunate to have had Superintendent Everett and CFO Boggess have Arbor Health heading us in the right direction.</p> <p>Audience: Shelly Fritz thanked and expressed personal gratitude to Superintendent Everett. Solidified our footprint, financially, image, back home to our little hospital. CNO/CQO Williamson recognized Lisa Hannah at a national level.</p>			

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<p>Executive Session- RCW 70.41.200 & RCW 70.41.205</p>	<p>Executive Session began at 3:44 p.m. for ten minutes to discuss RCW 70.41.200 & RCW 70.41.205. The Board returned to open session at 3:54 p.m.</p> <p>Board Chair Herrin noted no decisions were made in Executive Session.</p> <p>Initial Appointments- Radiology Consulting Privileges</p> <ol style="list-style-type: none"> 1. Mark Winkler, MD (Radia) <p>Reappointments-</p> <p>Arbor Health</p> <ol style="list-style-type: none"> 1. Don Allison, MD <p>Cardiology Consulting Privileges</p> <ol style="list-style-type: none"> 1. John Waggoner, MD <p>Radiology Consulting Privileges</p> <ol style="list-style-type: none"> 1. Samantha Lancaster, MD 2. Eileen Lorenz, MD 3. Ross Parker, MD 4. Tremont Parrino, MD 5. Jigish Patel, MD 6. Colin Poon, MD 7. Amar Purandare, MD 8. Kevin Roscoe, MD 9. Charles Shen, MD 10. Navneet Singha, MD 11. David Stagnone, MD 12. Lloyd Stambaugh, MD 13. Andrew Taylor, MD 14. Ian Timms, MD 15. Chrystel Venturini, MD 16. Evert-Jan Verschuyf, MD 17. Pedro Vieco, MD 	<p>Secretary Olive made a motion to approve the Medical Privileging as presented and Commissioner Richardson seconded. The motion passed unanimously.</p>		

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	<p>18. Xi Zhang, MD</p> <p>Telestroke/Neurology Consulting Privileges</p> <ol style="list-style-type: none"> 1. Abdelrahman Beltagy, MD 2. Kinjal Desai, MD 3. Lindsey Frischmann, MD 4. Robert Lada, MD 5. Michael Marvi, MD 6. Kishan Patel, MD 			
<p>Department Spotlight</p> <ul style="list-style-type: none"> • Dietary 	<p>Dietary Manager Conger highlighted Dietary’s experience during COVID. The café’s goal is to keep meals affordable to employees, patients, and consumers. Hoping to open the café up to the community later this year.</p>			
<p>Board Committee Reports</p> <ul style="list-style-type: none"> • Hospital Foundation Report 	<p>Commissioner Richardson shared the Arbor Health (AH) Foundation provided a hospital update, the Mad Hatter Tea Party was successful and planning a Color Run in August. The AH Foundation is focusing on bringing in new members, so considering a membership drive.</p>			
<ul style="list-style-type: none"> • Finance Committee Report 	<p>Commissioner McMahan highlighted that the District continues to experience low volumes except for ED visits. The Hospital is going to purchase stretchers and will need a resolution, the HVAC needs to be replaced and accepting bids, the Bulk O2 project will start this Fall, the Packwood Clinic is moving forward and may research future financing options for this project. The District is experiencing a positive experience with current retirement plan. Experiencing increases with insurance costs and final determination on the 2016 Cost Report, both requiring a resolution for payments.</p>			
<ul style="list-style-type: none"> • Plant Planning 	<p>Commissioner Coppock highlighted the 96-hour fuel tank requirement</p>			

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Committee Report	project has been completed. Planning to complete the Bulk O2 Storage for safety, exploring the Packwood Clinic, adding Electronic Vehicle charging station near the Morton Clinic which is a benefit for patients and staff. Reviewing a partnership for the use of the Upper MOB and planning to replace the HVAC. A future project includes replacing the fire panel system as the upgrade needed and safety is required.			
Consent Agenda	<p>Board Chair Herrin announced the consent agenda items for consideration of approval:</p> <ol style="list-style-type: none"> 1. Approval of Minutes <ol style="list-style-type: none"> a. May 25, 2022, Regular Board Meeting b. June 1, 2022, Special Board Meeting c. June 8, 2022, QIO Committee Meeting d. June 15, 2022, Plant Planning Committee Meeting e. June 20, 2022, Special Board Meeting f. June 22, 2022, Finance Committee Meeting 2. Warrants & EFTs in the amount of \$3,952,708.68 dated May 2022 3. Resolution 22-19- Approving Budget Amendment-Stretchers 4. Resolution 22-20- Approving Budget Amendment-2016 Cost Report Settlement Payment 5. Approve Documents Pending Board Approval & Ratification 06.29.22 	<p>Commissioner Coppock made a motion to approve the Consent Agenda and Secretary Olive seconded. The motion passed unanimously.</p> <p>Minutes, Warrants and Resolutions will be sent for electronic signatures.</p>	Executive Assistant Garcia	07.01.22

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<p>Old Business</p> <ul style="list-style-type: none"> The Rural Collaborative (TRC)-Enterprise 	<p>Superintendent Everett revisited the new partnership of TRC. The partnership investment is \$2,000 to be a part of the LLC.</p>	<p>Secretary Olive made a motion to approve Resolution 22-21- Approving to the Interlocal Agreement with the Rural Collaborative and Others and Commissioner Coppock seconded. The motion passed unanimously.</p>	<p>Executive Assistant Garcia</p>	<p>07.01.22</p>
<ul style="list-style-type: none"> Packwood Letter of Intent (Verbal) 	<p>Superintendent Everett noted the future Packwood Clinic is 2270 sq/ft at \$2/square foot which includes primary utilities. There will be 16 parking spots designated to the Clinic, as well as a designated signage spot. The owners will bring the building to code and compliance with the state of Washington. Anticipating the project to be completed by December 2022. Administration will request a budget amendment in Q4 if the project is complete, otherwise costs associated will be included in the 2023 budget.</p> <p>The Board unanimously supported Superintendent Everett to sign the letter of intent for the future Packwood Clinic. Promotion of future home of Arbor Health, Packwood Clinic will happen next week.</p>	<p>Sign the Letter of Intent for the Packwood Clinic.</p>	<p>Superintendent Everett</p>	<p>07.01.22</p>
<p>Break</p>	<p>Board Chair Herrin called for a 5-minute break at 4:32 p.m. The Board returned to open session at 4:37 pm.</p>			
<p>New Business</p> <ul style="list-style-type: none"> Wage Adjustments 	<p>Superintendent Everett noted the budget amendment presented represents the wage increases for the WSNA Agreement, as well as opening the 2767 agreement to increase wages. Administration wants to extend to all CPT employees a 15% stipend in lieu of taking benefits. Lastly, this</p>	<p>Commissioner Richardson made a motion to approve Resolution 22-22- Approving Budget Amendment-Wage Increases and Secretary Olive seconded. The</p>	<p>Executive Assistant Garcia</p>	<p>07.01.22</p>

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	<p>resolution includes an increase for non-union, non-exempt staff.</p> <p>The Board unanimously supported approving the resolution.</p>	<p>motion passed unanimously.</p>		
<ul style="list-style-type: none"> Property Insurance 	<p>Superintendent Everett noted the District is experiencing additional costs for property insurance due to 2021 experience and the current market conditions.</p> <p>The Board unanimously supported approving the resolution.</p>	<p>Secretary Olive made a motion to approve Resolution 22-23- Approving Budget Amendment-Property Insurance Commissioner Coppock seconded. The motion passed unanimously.</p>		
<ul style="list-style-type: none"> Superintendent Succession Plan 	<p>Board Chair Herrin read the following statement:</p> <p>The Board met on June 29, 2022 and accepted the resignation of Superintendent Everett as of January 1, 2023. The Board will begin a search for a replacement Superintendent. This replacement search will be guided by the Superintendent Success Plan. Until the beginning date of the new Superintendent, all operations will be managed by current Superintendent Everett.</p> <p>Board Chair Herrin assigned Secretary Olive and himself to the search committee.</p> <p>Superintendent Everett recommended the Board use a recruiter and that this will be a national search again. CHRO Kelly will return from PTO the week of July 11th and will be a resource to the search committee.</p> <p>Superintendent Everett shared that CMO McCurry wants to be a part of the process. Superintendent Everett recommended recruiting an experienced Superintendent/CEO and it is preferred this candidate has public hospital district experience. Superintendent Everett provided the</p>	<p>Provide statement to Buddy Rose and Diane Markham to notify the public.</p>	<p>Superintendent Everett</p>	<p>07.01.22</p>

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	<p>six-month notice, in hopes that the new Superintendent can be a part of the Strategic Planning Retreat in Q4. Superintendent Everett noted it is more important for the District to hire the right person, so she offered to switch to contracted after January 1, 2023, if the District has not hired a new Superintendent/CEO.</p>			
<ul style="list-style-type: none"> Board Policy & Procedure Review 	<p>Quality Improvement Oversight Information-Approved.</p> <p>Annual Adoption of the Quality Program Plan-Approved.</p> <p>Annual Adoption of the Compliance Plan-Approved.</p>	<p>Marked three documents as Reviewed in Lucidoc.</p>	<p>Executive Assistant Garcia</p>	<p>07.01.22</p>
<p>Superintendent Report</p>	<p>Superintendent Everett highlighted the following:</p> <ol style="list-style-type: none"> AWPHD/WSHA Conference reiterated the importance of advocacy and what does the new care team look like. AWPHD has not provided additional guidance for Redistricting, so EA Garcia is going to connect with the County Auditor to make movement on this requirement. The last Special Board Meeting development class is in July. Moving forward this education will be added into the Regular Board Meeting in August. The District's bond ends in 2022 and recommending the new administration takes on this topic. The Board needs to complete a Strategic Planning Retreat this year. Planning to do a one-day retreat in December, so send blackout dates to EA Garcia by 07.06.22. Planning to engage Jody Carona with Health Facilities Planning & Development to complete 	<p>Contact Lewis County Auditor regarding redistricting.</p> <p>Send blackout dates to EA Garcia to schedule Strategic Planning Retreat.</p> <p>Engage Jody Carona to complete CHNA.</p>	<p>Executive Assistant Garcia</p> <p>Board of Commissioners</p> <p>Superintendent Everett</p>	<p>07.27.22 Regular Board Meeting</p> <p>07.06.22</p> <p>07.27.22 Regular Board Meeting</p>

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	<p>the Community Health Needs Assessment (CHNA) again.</p> <p>6. Hired a new CFO, Cheryl Cornwell. Expected start date is towards the end of July to have at least one week of overlap with CFO Boggess. Cheryl comes with 12 years CFO experience and currently works in the state of WA and for a PHD. Hoping Cheryl can join the July Finance Committee Meeting.</p>			
Meeting Summary & Evaluation	<p>Superintendent Everett highlighted the decisions made and action items.</p> <p>Commissioner Richardson requested information on how to handle patient complaints and concerns. Superintendent Everett shared Quality Manager Allen is a resource and EA Garcia will order cards to share with patients.</p>	Order Quality Cards for Commissioner Richardson and Secretary Olive.	EA Garcia	07.27.22 Regular Board Meeting
Adjournment	Commissioner Richardson moved and Secretary Olive seconded to adjourn the meeting at 5:13 p.m. The motion passed unanimously.			

Respectfully submitted,

Kim Olive

Kim Olive (Jul 29, 2022 12:23 PDT)

Kim Olive, Secretary

Jul 29, 2022

Date







062922 Regular Board Meeting Minutes

Final Audit Report

2022-07-29

Created:	2022-07-29
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-  Document created by Shana Garcia (Sgarcia@mortongeneral.org)
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-  Document emailed to commissionerolive@myarborhealth.org for signature
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2022-07-29 - 7:23:05 PM GMT- IP address: 166.181.255.17
-  Signer commissionerolive@myarborhealth.org entered name at signing as Kim Olive
2022-07-29 - 7:23:31 PM GMT- IP address: 166.181.255.17
-  Document e-signed by Kim Olive (commissionerolive@myarborhealth.org)
Signature Date: 2022-07-29 - 7:23:32 PM GMT - Time Source: server- IP address: 166.181.255.17
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