



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

**May 25, 2022, at 3:30 p.m.**

**ZOOM**

<https://myarborhealth.zoom.us/j/84887072988>

Meeting ID: 848 8707 2988

One tap mobile: +12532158782,,84887072988#

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
<b>Call to Order</b> <b>Roll Call</b> <b>Reading the Mission &amp; Vision Statements</b>	Board Chair Herrin called the meeting to order via Zoom at 3:30 p.m.  <b>Commissioners present:</b> <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  <b>Others present:</b> <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"/> Diane Markham, Marketing & Communications Manager <input checked="" type="checkbox"/> Buddy Rose, Reporter <input checked="" type="checkbox"/> Spencer Hargett, Compliance Officer <input checked="" type="checkbox"/> Kelly Houser, RN <input checked="" type="checkbox"/> Janice Cramer, Medical <input checked="" type="checkbox"/> Colleen Littlejohn, RN			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
--------	------------	--------	-------	----------

	<ul style="list-style-type: none"> <li>☒ Tammy Beals, RN</li> <li>☒ Shannon Kelly, CHRO</li> <li>☒ Rhonda Volk, RN</li> <li>☒ Darla Anderson, RN</li> <li>☒ Lisa Carrell, CPA WA State Auditor's Office</li> <li>☒ Travis Elmore Nelson, WSNA</li> <li>☒ Matthew Lindstrom, Facilities Director</li> <li>☒ Julie Taylor, Ancillary Services Director</li> <li>☒ Clint Scogin, Controller</li> <li>☒ Katelin Forrest, HR Generalist</li> <li>☒ Kami Matzek, CPA DZA</li> <li>☒ Shayna Desjardins, CPA DZA</li> <li>☒ Elya Prystowski, Executive Director, TRC</li> </ul> <p>Board Chair Herrin noted the chat function has been disabled and the meeting will not be recorded.</p>			
<b>Approval or Amendment of Agenda</b>		Commissioner Coppock made a motion to approve the agenda. Secretary Olive seconded and the motion passed unanimously.		
<b>Conflicts of Interest</b>	Board Chair Herrin asked the Board to state any conflicts of interest with today's agenda.	None noted.		
<b>Comments and Remarks</b>	<p>Commissioners: Secretary Olive shared condolences to the Uvalde, TX families and community, such a senseless act of violence.</p> <p>Commissioner Coppock noted the importance of engaging with the youth in our District due to the recent events. Also, he was very impressed with the DZA report and the track the District is on.</p> <p>Audience: Travis Elmore Nelson with WSNA noted he is active in the Oregon legislation. Again, not here to bargain; however, the WSNA Union continues to have concerns with attracting and retaining nurses who are the heart</p>			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
--------	------------	--------	-------	----------

	<p>of healthcare. Another concern is related to the providers wage increases this year of an estimated 45% and nurses are only requesting 18% over three years. WSNA is upset and questions the Hospital's motives while we work towards an agreement.</p> <p>Superintendent Everett introduced the Hospital's new Facilities Director Matthew Lindstrom.</p>			
<p><b>Executive Session- RCW 70.41.200</b></p>	<p>Executive Session began at 3:42 p.m. for five minutes to discuss RCW 70.41.200. The Board returned to open session at 3:47 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"> <li>1. Robert Apland, DO (Radia)</li> <li>2. Jonathan Lee, MD (Radia)</li> <li>3. David Westman, MD (Radia)</li> </ol> <p>Reappointments- Arbor Health Cardiology Consulting Privileges Radiology Consulting Privileges</p> <ol style="list-style-type: none"> <li>1. Shari Jackson, MD</li> <li>2. Frederick Kash, MD</li> <li>3. Mitchell Kok, MD</li> <li>4. Christopher Krol, MD</li> <li>5. John MacKenzie, MD</li> <li>6. Harrison March, MD</li> <li>7. Mark Mayhle, MD</li> <li>8. David Miller, MD</li> <li>9. Kirk Myers, DO</li> <li>10. Nancy Neubauer, MD</li> </ol>	<p>Secretary Olive made a motion to approve the Medical Privileging as presented and Commissioner Richardson seconded. The motion passed unanimously.</p>		

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<p>Telestroke/Neurology Consulting Privileges</p> <ol style="list-style-type: none"> <li>Joseph Freeburg, MD (Providence Health &amp; Services)</li> <li>Amit Kansara, MD (Providence Health &amp; Services)</li> </ol>			
<p><b>Guest Speakers</b></p> <ul style="list-style-type: none"> <li>Kami Matzek, CPA &amp; Shayna Desjardin, CPA (DZA)</li> </ul>	<p>CPA Matzek highlighted the following:</p> <ol style="list-style-type: none"> <li>Presented the audited financial statement with no findings. An unmodified opinion, which means a clean audit was determined.</li> <li>Presented the financial indicators, which displays the District's history in comparison to hospitals within Washington and nationally. Again, these indicators are averages and not necessarily goals.</li> <li>In summary, it was a clean audit.</li> </ol>			
<ul style="list-style-type: none"> <li>Elya Prystowski, Executive Director, The Rural Collaborative (TRC)</li> </ul>	<p>Executive Director Prystowski highlighted the following:</p> <ol style="list-style-type: none"> <li>The TRC currently has an Interlocal Agreement to negotiate as 23 hospitals where there are financial benefits through membership. Wanting to remain small, ensure trust and have tight relationships.</li> <li>Proposing to start a Limited Liability Partnership called the Enterprise with a onetime payment of \$2,000 at creation. Shared the reason for separating, how it will work and be governed. This decision to join the Enterprise will require a resolution, so it can be finalized by the end of July. The goal would be</li> </ol>	<p>Revisit the Enterprise decision and vote with a resolution.</p>	<p>Board of Commissioners</p>	<p>06.29.22 Regular Board Meeting</p>

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	to start the work of the enterprise in Q4 2022.			
Department Spotlight	Ancillary Services Director Taylor shared insight into laboratory services, strategic goals and updates to the departmental specific performance improvement. The department acquired new equipment during COVID that has been beneficial.			
<b>Board Committee Reports</b> <ul style="list-style-type: none"> <li>• Hospital Foundation Report</li> </ul>	Commissioner Richardson shared the Arbor Health Foundation is hosting a Mad Hatter Tea Party is June 4 <sup>th</sup> and Color Run on August 27 <sup>th</sup> .			
<ul style="list-style-type: none"> <li>• Finance Committee Report</li> </ul>	CFO Boggess noted again the audit has been finalized, so EMMA reporting requirements have been completed for the year. Moving forward with the bond and levy discussion, the District is in conversations with Piper Sandler on next steps. The District has a planned settlement payment to Noridian which needs board approval tonight. The Committee is aware of the current market conditions and negotiations may affect the budget.			
<ul style="list-style-type: none"> <li>• Compliance Committee Report</li> </ul>	Compliance Officer Hargett noted a workgroup summary, a Public Records Act update, the recent changes to the Charity Care Act and as compliance risks are concerned, there are no new emerging risks.			
<b>Consent Agenda</b>	Board Chair Herrin announced the consent agenda items for consideration of approval: <ol style="list-style-type: none"> <li>1. Approval of Minutes <ol style="list-style-type: none"> <li>a. April 27, 2022, Regular Board Meeting</li> <li>b. May 11, 2022, Compliance Committee Meeting</li> <li>c. May 18, 2022, Finance Committee Meeting</li> </ol> </li> </ol>	Secretary Olive made a motion to approve the Consent Agenda and Commissioner Richardson seconded. The motion passed unanimously.  Minutes, Warrants and Resolutions will be sent for electronic signatures.	Executive Assistant Garcia	05.27.22

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
--------	------------	--------	-------	----------

	<ul style="list-style-type: none"> <li>2. Warrants &amp; EFTs in the amount of \$3,269,273.41 dated April 2022</li> <li>3. Resolution 22-17- Approving the Medicare 2021 Cost Report Settlement Payment</li> <li>4. Approve Documents Pending Board Approval &amp; Ratification 05.25.22</li> </ul>			
<p><b>Old Business</b></p> <ul style="list-style-type: none"> <li>• 2023-2025 Strategic Planning</li> </ul>	<p>Superintendent Everett noted it is the third and final year of the current strategic plan. In communication with Via Healthcare, as they are a respectable and qualified group to do the retreat again.</p> <p>The Board supported moving forward with Via Healthcare or a comparable vendor for the 2023-2025 Strategic Planning Retreat.</p>	<p>Commissioner Coppock made a motion to approve Resolution 22-18- Approving to Engage the 2023-2023 Strategic Planning Consultant and Secretary Olive seconded. The motion passed unanimously.</p>	<p>Superintendent Everett</p>	<p>06.29.22 Regular Board Meeting</p>
<ul style="list-style-type: none"> <li>• Leadership Summit Summary</li> </ul>	<p>Board Chair Herrin noted the training was a great opportunity and money well worth spent. Commissioner Coppock concurred it was a great conference, going in the right direction with new ideas to consider taking the District to the next level. Secretary Olive felt a similar experience and reiterated the importance of building highly reliable systems. One take away was the most important patient is the one we haven't seen yet! Commissioner McMahan was the only one online and thought it too was a good conference. Enjoyed the patient safety emphasis and the importance of teamwork by looking out for all staff. Superintendent Everett shared Day 1 speakers were all from Press Ganey. Biggest takeaway was the attorney's message of extreme transparency when faced with a medical mistake-do not "circle the wagons" and shut down communication. Lastly,</p>			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
--------	------------	--------	-------	----------

	Superintendent Everett noted the conference materials have not been released as of today; however, WSHA/AWPHD intends to send to all participants.			
<ul style="list-style-type: none"> <li>LCIP Discussion</li> </ul>	<p>Superintendent Everett noted there was confusion on the initial ask by Lewis County; however, in due to a recent audit finding, a correction was required. Lewis County (LC) is the District's custodian of funds. By signing the letter, it identifies the relationship and authorizes LC to manage the District's funds. The signed letter will bring LC into compliance.</p> <p>The Board supported Superintendent Everett to sign the letter.</p>	Sign the letter provided by Lewis County.	Superintendent Everett	06.06.22
<b>New Business</b>	Nothing to report.			
<b>Superintendent Report</b>	<p>Superintendent Everett highlighted the following:</p> <ol style="list-style-type: none"> <li>AWPDH is vetting vendors to move forward with redistricting.</li> <li>CNO/CQO Williamson noted the Multidisciplinary Committee remains in effect and is responsive the County and/or District's needs.</li> <li>2021 Employee turnover was reviewed. The District has concerns related to staffing management and continues to be creative on retaining and attracting staff to Arbor Health.</li> <li>The District has an opportunity to install an electric vehicle charging station on campus. Not only can it create nominal revenue, but it is a benefit to staff. Very forward thinking!</li> <li>Rapid Care Clinic is currently two days (Friday &amp; Saturday) and starting in</li> </ol>	Engage the electric vehicle charging station.	Facilities Director Lindstrom	06.29.22 Regular Board Meeting

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<p>June will expand to four days (Friday-Monday).</p> <p>5. Proposing to move the Plant Planning meeting from July to June to discuss the future Packwood Clinic. Expect a budget amendment.</p> <p>6. Approached by Mossyrock Urgent Care Clinic to purchase. After further review the cost is high, we would jeopardize our rapid care and primary care clinics and it is outside of the strategic plan.</p>	<p>Move Plant Planning meeting to June.</p> <p>Respectfully decline the offer.</p>	<p>Executive Assistant Garcia</p> <p>Superintendent Everett</p>	<p>05.27.22</p> <p>06.29.22 Regular Board Meeting</p>
<b>Executive Session- RCW 42.30.140 (4)</b>	Legal was unable to attend.	Schedule Special Board Meeting for June 1, 2022.	Executive Assistant Garcia	05.27.22
Meeting Summary & Evaluation	Superintendent Everett highlighted the decisions made and action items.			
Adjournment	Secretary Olive moved and Commissioner Richardson seconded to adjourn the meeting at 5:44 p.m. The motion passed unanimously.			

Respectfully submitted,

*Kim Olive*

Kim Olive (Jul 2, 2022 06:06 PDT)

Kim Olive, Secretary

Jul 2, 2022

Date








# 052522 Regular Board Meeting Minutes

Final Audit Report

2022-07-02

Created:	2022-06-30
By:	Shana Garcia (Sgarcia@mortongeneral.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAYOtGZleWgk80IN8r1gt92U2WFT9TBvV_

## "052522 Regular Board Meeting Minutes" History

-  Document created by Shana Garcia (Sgarcia@mortongeneral.org)  
2022-06-30 - 7:00:20 PM GMT- IP address: 208.52.20.2
-  Document emailed to commissionerolive@myarborhealth.org for signature  
2022-06-30 - 7:00:41 PM GMT
-  Email viewed by commissionerolive@myarborhealth.org  
2022-07-02 - 1:05:26 PM GMT- IP address: 166.181.254.24
-  Document e-signed by Kim Olive (commissionerolive@myarborhealth.org)  
Signature Date: 2022-07-02 - 1:06:17 PM GMT - Time Source: server- IP address: 166.181.254.24
-  Agreement completed.  
2022-07-02 - 1:06:17 PM GMT