



**LEWIS COUNTY HOSPITAL DISTRICT NO. 1
REGULAR BOARD OF COMMISSIONERS' MEETING
December 15, 2021 at 3:30 p.m.
ZOOM**

<https://myarborhealth.zoom.us/j/94428106689>

Meeting ID: 944 2810 6689

One tap mobile: +12532158782,,94428106689#

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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 Frady called the meeting to order via Zoom at 3:30 p.m. Commissioners present: <input checked="" type="checkbox"/> Trish Frady, Board Chair <input checked="" type="checkbox"/> Tom Herrin, Secretary <input checked="" type="checkbox"/> Craig Coppock <input checked="" type="checkbox"/> Wes McMahan <input checked="" type="checkbox"/> Chris Schumaker 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"/> Kathleen Arnold, Interim Pharmacist <input checked="" type="checkbox"/> Robert Hirst, Interim Quality Manager <input checked="" type="checkbox"/> Janice Cramer, Medical Staff Coordinator <input checked="" type="checkbox"/> Richard Boggess, CFO <input checked="" type="checkbox"/> Van Anderson, Packwood Community Member <input checked="" type="checkbox"/> Larry Sinkula, Surgical Services Director				

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	<ul style="list-style-type: none"> ☒ Diane Markham, Marketing & Communications Manager ☒ Kim Olive, Human Resource Assistant ☒ Laura Richardson, Morton Community Member ☒ Buddy Rose, Reporter ☒ Spencer Hargett, Compliance Officer ☒ Shannon Kelly, CHRO ☒ Julie Allen, Quality Data Analyst ☒ Julie Taylor, Ancillary Services Director ☒ Michelle Matchett, Clinical Administrative Assistant/Notary 			
Approval or Amendment of Agenda		Commissioner Coppock made a motion to approve the agenda. Commissioner Schumaker seconded and the motion passed unanimously.		
Conflicts of Interest	Board Chair Frady asked the Board to state any conflicts of interest with today's agenda.	Superintendent Everett noted all employees present at today's meeting have a conflict of interest with Resolution 21-44.		
Oath of Office	Craig Coppock, Kim Olive and Laura Richardson were sworn in by Michelle Matchett, Notary Public, for their Board of Commissioner terms beginning January 1, 2022.			
Comments and Remarks	Commissioners: Board Chair Frady thanked everyone and is confident the District is headed in the right direction. Commissioner Coppock thanked Board Chair Frady and Commissioner Schumaker for their services, welcomed Laura and Kim to the Board in 2022, as well as is excited for the ISO 9001 journey. Secretary Herrin thanks Board Chair Frady for her six years of service to the Hospital District, along with Commissioner			

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	<p>Schumacher’s service since being appointed. Commissioner Schumaker welcomed Laura and Kim and thanked the staff for their services, along with his peers on the board for their support during his term. He reiterated the importance of affordable healthcare and to keep asking “why” as the Board moves forward on their strategic journey. Commissioner McMahan thanked Board Chair Frady and Commissioner Schumaker, along with welcoming Laura and Kim. He recognizes there are more challenges to come in 2022.</p> <p>Audience: Superintendent Everett thanked Board Chair Frady for her services, expertise in the field and leadership of the Board in the last six years and even before that for the District.</p>			
<p>Executive Session- RCW 70.41.205</p>	<p>Executive Session began at 3:45 p.m. for 15 minutes to discuss RCW 70.41.205, RCW 42.30.110 (i) and RCW 70.41.200. At 4:00 p.m. Board Chair Frady extended by 15 minutes. At 4:15 p.m. Board Chair Frady extended by 10 minutes. The Board returned to open session at 4:25 p.m.</p> <p>No decisions were made in Executive Session.</p> <p>Initial Appointments- Radia</p> <ol style="list-style-type: none"> 1. Lauren Fetty, MD (Consulting Radiology Privileges) 2. Alice Josafat, MD (Consulting Radiology Privileges) 3. Kambrie Kato, MD (Consulting Radiology Privileges) 	<p>Secretary Herrin made a motion to approve the Medical Privileging as presented and Commissioner Schumaker seconded. The motion passed unanimously.</p>		

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	<p>4. John McGown, MD (Consulting Radiology Privileges)</p> <p>5. Ross Ondersma, MD (Consulting Radiology Privileges)</p> <p>Reappointments- Arbor Health</p> <p>1. Kevin McCurry, MD (Emergency/Family Medicine Privileges)</p> <p>2. Amy Nielsen, CRNA (Anesthesia Privileges)</p> <p>PeaceHealth Pathology</p> <p>1. Helen Kim, MD (Consulting Pathology Privileges)</p> <p>Radia</p> <p>1. Matthew Stein, MD (Consulting Radiology Privileges)</p> <p>Telestroke/Neurology Consulting Privileges</p> <p>1. Mimi Lee, MD (Consulting Telestroke/Neurology Privileges)</p> <p>2. James Wang, MD (Consulting Telestroke/Neurology Privileges)</p>			
Department Spotlight	To resume in January 2022.			
Board Committee Reports <ul style="list-style-type: none"> • Hospital Foundation Report 	Commissioner McMahan identified the most recent minutes were not included in the packet and proposed bringing the January meeting.			
<ul style="list-style-type: none"> • Finance Committee Report 	Commissioner Coppock highlighted the committees work which included discussions related to the budget and levies, as well as			

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	support to approve Resolutions 21-40 & 21-41.			
<ul style="list-style-type: none"> Quality Improvement Oversight Report 	<p>CNO/CQO Williamson proposed a new schedule for the QIO Committee in 2022 to align with DNV recommendations and build on the ISO 9001 journey. There may be fees along the way associated to the accreditation, but no different than there was with DNV. ISO 9001 stresses the importance that operational activities are in alignment with strategic initiatives.</p>			
<p>Consent Agenda</p>	<p>Board Chair Frady announced the consent agenda items for consideration of approval:</p> <ol style="list-style-type: none"> Approval of Minutes <ol style="list-style-type: none"> November 10, 2021, Regular Board Meeting November 10, 2021, Special Board Meeting November 17, 2021, Finance Committee Meeting November 29, 2021, Special Board Meeting December 1, 2021, Quality Improvement Oversight Committee Meeting Warrants & EFT's in the amount of \$3,881,175.96 dated November 2021 Approve Documents Pending Board Ratification 12.15.21 	<p>Commissioner Coppock made a motion to approve the Consent Agenda and Secretary Herrin seconded. The motion passed unanimously.</p>		
<p>Old Business</p> <ul style="list-style-type: none"> Incident Command Update 	<p>CNO/CQO Williamson highlighted the following:</p> <ol style="list-style-type: none"> Washington state's vaccination rate is 74.9% as of December 14, 2021. The Lewis County 7 day rolling average is 28. 			

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	<p>3. Still waiting for Moderna and J & J to be approved for ages 5+, so we can offer it to the District.</p> <p>4. The newest variant is Omicron and we continue to monitor the transmissibility, virulence and immune escape.</p>			
<ul style="list-style-type: none"> Board Self-Evaluation 	<p>Board Chair Frady reviewed and commented where the Board received a lower percentage, as well as recommended these are things to work on improving in 2022.</p> <p>Superintendent Everett reminded the Board that in 2022 we have engaged Kurt O'Brien for board development which will be a 12-month plan and there will be designated time during the Board Meeting for it.</p>			
<ul style="list-style-type: none"> Commissioner Compensation for Meetings and Other Services 	<p>Commissioner McMahan expressed a desire for more education. With more educational options online and bringing on new commissioners, he proposed increasing the number of hours a commissioner can be paid per month.</p> <p>The Board recognizes education is important and through the pandemic most conferences are online but want to be mindful that it does not become abused.</p> <p>Board Chair Frady recommended the Board reviews the budget and sets clear expectations.</p>	<p>Review budget at Finance Committee and propose expectations for Board members to report on the education/conference.</p>	<p>Commissioners Coppock and McMahan and Secretary Herrin</p>	<p>01.19.22 Finance Committee Meeting</p>
<p>New Business</p> <ul style="list-style-type: none"> Resolution 21-43- Approving the Purchase of the Network Redesign 	<p>The Board fully supported approving the resolution.</p>	<p>Secretary Herrin made a motion to approve Resolution 21-43 and Commissioner Schumaker seconded. The motion passed unanimously.</p>		
<ul style="list-style-type: none"> Resolution 21-44- 	<p>Superintendent Everett presented that the Hospital continues to</p>	<p>Secretary Herrin made a motion to</p>		

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<p>Approving the Second 2021 Retention Bonus Methodology</p>	<p>experience difficulty in recruiting staff, as well as retaining with the contracted rates in the market. While a retention bonus is a short-term fix, the Hospital wants to recognize staff who continue to serve Arbor Health.</p> <p>The Board noted employees are our number one asset, we will know when bonuses are no longer needed; however, in order to continue providing services we need to value our staff.</p> <p>Superintendent Everett explained that funding will be out of operations but given our model some will be absorbed through the cost report and/or we can use PPP funds.</p>	<p>approve Resolution 21-44 and Commissioner Coppock seconded. The motion passed unanimously.</p>		
<ul style="list-style-type: none"> New Third Party Administrator for Flexible Spending Account & Health Reimbursement Arrangement Plans 	<p>Superintendent Everett noted this is part of our benefit package and there are no changes other than changing administrators. These documents will be effective 01.01.22.</p> <p>Administration will present via resolution in January 2022.</p>	<p>HRA & FSA Resolutions will be coming for approval in January.</p>	<p>Executive Assistant Garcia and CHRO Kelly</p>	<p>01.26.22 Regular Board Meeting</p>
<ul style="list-style-type: none"> 2022 Organization of the Board & New Commissioner Orientation 	<p>Board Chair Frady noted the Board will elect new officers and appoint committee assignments in January. Secretary Herrin will assume as chair in January until a new chair is elected.</p> <p>Superintendent Everett will schedule orientation for Laura and Kim, as well as technology will be assigned.</p>	<p>Add 2022 Organization of the Board to the January board meeting agenda.</p> <p>Schedule new commissioner orientation in January.</p>	<p>Executive Assistant Garcia</p> <p>Executive Assistant Garcia</p>	<p>01.26.22 Regular Board Meeting</p> <p>01.26.22 Regular Board Meeting</p>
<p>Superintendent Report</p>	<p>Superintendent Everett noted the District may have a lead for a clinic in Packwood. Administration will close out the 2021 measures and present at the February board meeting.</p>			

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	Superintendent Everett presented the draft 2022 measures and will continue to refine as we will use baselines from historical information on some of the upcoming measures. This is linked to at risk compensation.			
Meeting Summary & Evaluation	Superintendent Everett highlighted the decisions made and action items.			
Adjournment	Secretary Herrin moved and Commissioner Coppock seconded to adjourn the meeting at 5:52 p.m. The motion passed unanimously.			

Respectfully submitted,

Tom Herrin

[Tom Herrin \(Jan 29, 2022 07:06 PST\)](#)

Tom Herrin, Secretary

Jan 29, 2022

Date






121521 Regular Board Meeting Minutes

Final Audit Report

2022-01-29

Created:	2022-01-28
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"121521 Regular Board Meeting Minutes" History

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